

**Minutes for the FULL MEETING of PORTREATH PARISH COUNCIL**  
**Held on Monday 4<sup>th</sup> November 2024, at St. Mary's Church Hall, from 6:30pm**



Councillors: Mr. S Goodwin, Mrs S. Nash, Mr. I. Stewart, Ms. J. Parker, Mr. J. Tull, Mrs. G. Tull, Mr. M. Hitchen and Mrs. A. Jarman  
CC Crabtree  
10 Members of the Public  
Lucy Jose, Clerk to the Council

Abbreviations:

<b>CC</b>	Cornwall Council
<b>EA</b>	Environment Agency
<b>PPC</b>	Portreath Parish Council
<b>NKEP</b>	North Kerrier & East Penwith Community Area
<b>MVRG</b>	Mining Villages Regeneration Group
<b>CAP</b>	Community Area Partnerships
<b>NDP</b>	Neighbourhood Development Plan
<b>PIC</b>	Portreath Improvements Committee
<b>PAL</b>	Portreath Association Limited
<b>CALC</b>	Cornwall Association of Local Councils
<b>CaP</b>	Climate Action Plan
<b>CAWG</b>	Climate Action Working Group
<b>WAAF</b>	Women's Auxiliary Air Force
<b>CIL</b>	Community Infrastructure Levy
<b>CLUP</b>	Community Levelling Up Program
<b>AfC</b>	Action for Children
<b>TOR</b>	Terms of Reference

**24258 Chairman's Welcome**

The Chairman welcomed councillors and members of the public to the meeting and outlined safety procedures to those present. The Chairman reminded members of the public that this is a meeting of the parish council held in public and not a public meeting. The Chairman reminded members of the public that their time to address councillors was during the public participation session, item 6 on the agenda.

**24259 To confirm the minutes of the full council meeting held on Monday 7<sup>th</sup> October 2024**

Councillors unanimously **RESOLVED** the minutes for the meeting held on 7<sup>th</sup> October be signed as constituting an accurate record of proceedings.

**24260 To Receive Apologies**

The meeting noted apologies from Cllrs. Parker & G. Tull.

**24261 Declaration of Interests**

Cllr Nash declared an interest in agenda item 8, a, i) PA24/07547.

**24262 Chairman's Report**

The meeting noted the Chairmans Report.

[Chairman's Report](#)

The Chairman outlined his suggestions for the meeting offered by South West Water including inviting a limited number of members of the public to attend. The council considered the suggesting f inviting the local MP however concurred that the meeting was to understand the responses to the questions in the letter the council wrote South West Water with issues specific to Portreath.

**24263 Public Participation Session, when members of the public may raise matters with Councillors, (limited to 3 minutes per speaker with a maximum of 15 minutes in total)**

A member of the public spoke explaining the march for clean water event that was held at Portreath beach on the 3<sup>rd</sup> November. The member of the public explained the event had be held to mirror the national events in London.

A member of the public requested the parish council help in reinstating the Plastic Free status of Portreath held prior to the pandemic. The parishioner requested a resolution of the council supporting the effort. Councillors concurred that they would consider this at a future meeting.

A member of the public requested that the Community Speed Watch Team consider Sunnyvale Road as a location for future Speedwatch sessions. The Chairman confirmed that this was a separate organisation to the council but requested that the group coordinator who was present at the meeting as a member of the public take this suggestion to the team.

**24264 To receive the report of Cornwall Councillor Dave Crabtree,** authorise any actions and consider any associated expenditure

The meeting noted CC Crabtree's report.

[CC Crabtree's Report](#)

## 24265 Planning

(a) To give consideration as consultees to:

- i) [PA24/07547 | Application for outline planning permission with all matters reserved for the erection of a single detached dwelling \(Renewal of approved permission PA21/10082\) | Land Adj To 1 Hillside Hillside Portreath Redruth Cornwall TR16 4LL](#)

The meeting discussed the proposal and recognised that the application if for outline planning permission which had been resubmitted as the original permission had lapsed. Councillors considered their comments position the last time this application was heard.

Following lengthy discussion Members of Portreath Parish Council **RESOLVED** not to object to the proposal but express their concerns to the planning officer of the stability of the land, the position of services and utilities that cross the property and at this outline stage their concerns of the potential overlooking, overshadowing and overbearing effect coupled with the potential lack of privacy for the neighbouring properties a full application may bring and remind the planning officer that the proposed if approved must comply with Portreath Neighbourhood Development Plan including Policy 3: Principal Residency Requirement.

- ii) [PA24/07508 | The creation of 2no. parking spaces within an existing raised terrace at the front of the property. | 1 Battery Hill Portreath Redruth Cornwall TR16 4NR](#)

The meeting expressed concern that these works may cause a landslip similar to the one in recent years which left the residents of Lighthouse Hill unable to access their properties by vehicle for a prolonged period of time. The meeting noted the proposal included piling works which they hoped would mitigate another such event.

Members of Portreath Parish Council unanimously **RESOLVED** to support this proposal, but highlighted concerns of the stability of the land with recent events in a similar location where there was significant land slip during similar works.

- iii) [PA24/07877 | Proposed upward extension to create additional accommodation within the roof space | 14 Forthvean Portreath Redruth Cornwall TR16 4NY](#)

The Chairman summarised the proposal explaining the history of planning by the applicants.

The applicants spoken in support of the proposal.

The meeting noted the public objections on the planning portal

Following discussion members of Portreath Parish Council unanimously **RESOLVED** to support this proposal.

- iv) [PA24/07422 | Change of use of Funeral Directors to a Residential HMO | Harbour Homecare Unit 5 Jacquemand Industrial Estate New Portreath Road Redruth Cornwall TR16 4QQ](#)

The Chairman summarised the proposal, including the recent planning history by the applicants.

The applicant spoke in support of the proposal.

Following discussion members of Portreath Parish Council unanimously **RESOLVED** to support this proposal.

**(b) To give consideration as consultees to any planning applications received since the preparation of this agenda**

None

**(c) To give consideration to any planning applications referred to the council under the 5-day notice protocol**

None

**(d) To note any planning appeals**

None

**(e) To receive the report of planning decisions and correspondence and authorise any actions**

The meeting noted that planning application PA24/06591 has been approved and PA24/06191 has been refused.

**1. 24266 To receive the following reports,** authorise any action and consider associated expenditure

**(a) Finance**

**i) To receive report on the balance of the bank account**

The Clerk reported that on the 31<sup>st</sup> October 2024 balance of the current account stood at £46,870.52 and the balance of the Savings Account stood at £64,586.76. The bank statements for the month of October 2024 were signed by the Chairman

**ii) To approve the bank reconciliation for the month of October 2024**

The Clerk presented the Bank reconciliation for the month of October 2024 to the meeting. This was approved by councillors and signed by the Chairman.

**iii) To receive the Payment Schedule for the period 1<sup>st</sup> October– 31<sup>st</sup> October and authorise payment of invoices received, and payments scheduled for 1<sup>st</sup> November 2024 – 30<sup>th</sup> November 2024**

Outlining the payment schedule the Clerk detailed payments made totalling £20,039.90 for the period 1<sup>st</sup> October 2024 – 31<sup>st</sup> October 2024 and payments totalling £8727.00 due for payment in the period 1<sup>st</sup> November 2024 – 30<sup>th</sup> November 2024.

Cllr. Nash proposed that the clerk line up payments as listed in the schedule. This was seconded by the Chairman, put to the meeting, and carried unanimously.

**iv) To note any income received**

The meeting noted income of £6649.72. Made up of £1400.00 donation from PIC towards the running of the toilets, £8.20 BOPP donations from members of the public towards the running of the toilets and £5241.52 VAT reclaim.

**(b) Staffing Committee**

**i) general update**

The meeting noted the report from the staffing committee in the Clerks Report

[Clerks Report](#)

**(c) Clerks Report,** authorise any action and consider associated expenditure

**i) General report**

The meeting noted the Clerk's Report.

[Clerks Report](#)

- The Clerk reported the Remembrance Service had been successful with a great turn out and that the Devon and Cornwall 4x4 team who carried out the road closures were fantastic. The Clerk informed the meeting they would evaluate the whole event and report back further that the next meeting.
- The Clerk reported there had been little public engagement with the budget setting process but recommended that the final budgeting workshop still go ahead as planned.
- The Clerk reminded councillors of the upcoming meetings and important dates
  - 18<sup>th</sup> November 9- 5pm | Interview for the new role
  - 18<sup>th</sup> November 5:30- 6:15 | Budgeting Workshop
  - 18<sup>th</sup> November 6:15 – 7:30 | Budgeting Working Group Meeting

- 18<sup>th</sup> November 7: 30pm | Staffing Committee Meeting
- 2<sup>nd</sup> December 6:30 pm | December Full Council Meeting

**ii) To note the casual vacancy on the council**

Councillors noted the resignation of Cllr Webb.

The Clerk highlighted some of the roles that would need to be filled and asked for volunteers.

- Volunteer to attend police liaison meetings – Filled by Cllr. Jarman
- Volunteer to take responsibility for the dog bag dispensers – Filled by Cllr. Jarman
- Highways representative in the CAP – Filled by Cllr Stewart

**iii) To approve the process for filling the vacancy by co option** (if no election is requested)

The Clerk informed the meeting that initial steps had been taken with CC and the Notice of Vacancy had been published and would expire on the 6<sup>th</sup> November where CC will instruct the council if there will be an election or if the council should co-opt to fill the vacancy.

The Clerk outlined the co-option procedure and suggested that if instructed by Cornwall Council the closing date for applications for the casual vacancy should be 6<sup>th</sup> January with a view to co-opting to fill the vacancy in the January meeting on the 13<sup>th</sup> January 2025

Councillors unanimously **RESOLVED** the process to fill the vacancy by co-option if instructed to do so by Cornwall Council.

**(d) Police Liaison Report**, authorise any action and consider associated expenditure

None

**(e) Update from the Youth and Community Engagement Working Group**, authorise any action and consider associated expenditure

- The Clerk reported that sadly Action for Children have withdrawn for running the youth club due to lack of support for the parish young people.
- Warm Welcome Coffee Morning. The Clerk reported that residents had requested that this event be restored. The Clerk commented that Thursday was not a great day as many residents couldn't attend due to other commitments. The Clerk agreed to look at alternative days and venues and come up with a proposal for the next meeting.

**(f) Update from the Climate Action Working Group**, authorise any action and consider associated expenditure

The clerk informed the meeting that The Climate action plan has been update by Cllr Stewart and would be brought to the next meeting for adoption.

**(g) Public Toilets**

**i) General Update**

Cllr Stewart report an ongoing issue with the main sewers backing up and coming up through the floors drains in the public toilets. Cllr Stewart confirmed that it was being followed up with South West Water as it is unacceptable that it has happened so frequently during the past 6 weeks.

**24267 Update on projects for the year 24/25**, authorise any action and consider associated expenditure

**a) Parish Office and Community Hub**

**i) Update on the parish office and community hub project**

Cllr Stewart confirmed that the main build was now finished pending the report pf building control. The Chairman informed the meeting that building control had visited 04/11 whilst they were at the building.

Cllr Stewart informed the meeting that most of the snagging works were complete, however there were a few tasks outstanding. Cllr Stewart asked for a working party to form to build the furniture.

**ii) General Update**

None

b) **Potential Acquisition of the land known as: Lighthouse Hill Car Park, Recreational Ground, Playing Field & surrounding land from Cornwall Council**, authorise any action and consider associated expenditure

i) **General Update**

None



**24268 To consider taking out an extended warranty on the ElanCity Evolis radar, Mobile Speed Activated Sign (MSAS)**, authorise any action and consider associated expenditure

Following discussion Members of Portreath Parish Council unanimously **RESOLVED** to take out the extended warrantee on the unit.

**24269 To receive various items of correspondence**, authorise any action and consider associated expenditure

a) **Correspondence circulated by email**

b) **General correspondence**

- ***Chynance Resident suggesting and requesting an alteration to the current parking restrictions.***

The meeting approved the response the Clerk and circulated prior to the meeting and noted that following the publication of the agenda, the council had received representations from other residents of Chynance who objected to the proposals of the resident.

- ***Silting of the Stream at Portreath (Open letter to Environment Agency)*** Update from Resident

The Clerk updated the council on the response received by the resident from the Environment Agency. CC Crabtree informed the meeting that Cornwall Council that the Environmental Resilience Manager for Cornwall council was also following this up.

c) **Correspondence received since the preparation of this agenda**

- Chynance resident objecting to the proposal under made under General Correspondence agenda item 11b, *minute ref 24269 b)* regarding alteration to the current parking arrangements.

**24270 To give consideration to any applications received for grants/donations**

None

**24271 To agree the date of the next meeting**, 2<sup>nd</sup> December 2024, 6:30pm

The meeting agreed the date of the next meeting be Monday 2<sup>nd</sup> December 2024 at 6:30pm

**24272 Close of Meeting**

The Chairman thanked everyone for their attendance and participation and closed the meeting at 20:20.