

Minutes for the FULL MEETING of PORTREATH PARISH COUNCIL
Held on Monday 13th January 2025, at St. Mary's Church Hall, from 6:30pm



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

Abbreviations:

CC	Cornwall Council
EA	Environment Agency
PPC	Portreath Parish Council
NKEP	North Kerrier & East Penwith Community Area
MVRG	Mining Villages Regeneration Group
CAP	Community Area Partnerships
NDP	Neighbourhood Development Plan
PIC	Portreath Improvements Committee
PAL	Portreath Association Limited
CALC	Cornwall Association of Local Councils
CaP	Climate Action Plan
CAWG	Climate Action Working Group
WAAF	Women's Auxiliary Air Force
CLUP	Community Levelling Up Program
TOR	Terms of Reference
TRO	Traffic Regulation Order
LMP	Local Maintenance Partnership
SWCP	South West Coast Path

25001 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 7 on the agenda.

25002 To confirm the minutes of the full council meeting held on Monday 2nd December 2024

Councillors unanimously **RESOLVED** the minutes for the meeting held on 2nd December be signed as constituting an accurate record of proceedings.

25003 To Receive Apologies

The meeting noted apologies from Cllr G. Tull.

25004 Declaration of interests Members to declare disclosable pecuniary interests and non-registerable interests (including the details thereof) in respect of any items on this agenda including any gifts or hospitality exceeding £25.

None

25006 Chairman's Report

The Chairman notes there was lots currently going on but all of it was covered in the agenda.

25007 Update from the Environment Agency: Portreath Flood Resilience Project Update

EA Presentation

The representatives from the EA discussed several matters including:

- Lots of surveys and investigations had been completed but they were necessary before any other work could start

- In some areas there was scope to widen the stream, in other area where this was not possible, depth would need to be considered as an alternative
- The stream would not be closed off – the new arrangement would be to control flow but there would be some flow most of the time
- Costing was approximately £10 million with £3 million of risk extra. The Government had said they would provide some and currently the estimated total available was £11 million
- There would be a public consultation once more details were available

25007 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 presented the council with 3 historic photographs of Portreath to display in the new office and community hub

25008 To receive the report of Cornwall Councillor Dave Crabtree, authorise any actions and consider any associated expenditure

- The works on Tregea Hill had been completed
- 2 people had died falling from the same bridge on the A30 in the space of a month. Solutions for this were currently being investigated
- Cllr Crabtree was still on the lookout for missing public footpath signs.

25009 Planning

(a) To give consideration as consultees to:

- i) [PA24/09262 | Non material amendment in relation to Decision Notice PA23/07570 dated 29/11/23 | Upcycle Kernow CIC Unit 1 Palm Oasis Jacquemand Industrial Estate New Portreath Road Redruth Cornwall TR16 4FX](#)

Members of Portreath Parish Council unanimously **RESOLVED** to support this proposal.

- ii) [PA24/08037 | Moving and replacement of external staircase. Enlargement of a window opening to form a repositioned door. | Sandpiper Greenfield Terrace Portreath Redruth Cornwall TR16 4LY](#)

Members of Portreath Parish Council unanimously **RESOLVED** to support this proposal.

- iii) [PA24/08658 | Replacement of existing front conservatory and internal alterations at first floor level to the Basset Arms to allow for bed and breakfast accommodation; and the siting of two holiday pods, with associated works, for use for up to 2 holiday rentals. | The Basset Arms Tregea Terrace Portreath Redruth Cornwall TR16 4NG](#)

Members of Portreath Parish Council **RESOLVED** to support this proposal.

- iv) [PA24/09411 | Alterations and Extensions to Dwelling | Sea View Smugglers Cove Portreath Redruth Cornwall TR16 4NS](#)

Members of Portreath Parish Council unanimously **RESOLVED** to support this proposal.

- v) [PA24/09639 | Certificate of lawful development for an existing use namely use of land for the siting of a residential mobile home and associated amenity area. | The Caravan Lower Manor Farm Nancekuke Redruth Cornwall TR16 5UJ](#)

Member of Portreath Parish Council unanimously **RESOLVED** to make no comment on this application.

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

The clerk reported that the council had been consulted on the regulation 16 NDP consultation for Redruth. The Clerk asked for a volunteer to look through the document and bring recommendations to the next meeting. Cllr. Stewart volunteered.

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

The meeting noted the council had responded to 5 day notice for planning application PA24/07418 agreeing to disagree with the recommendations of the planning officer.

(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 PA24/08856 had been approved and Planning applications PA24/07877 and PA24/07418 had been refused.

25010 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 31st December 2024 balance of the current account stood at £13203.98 and the balance of the Savings Account stood at £45038.88. The bank statements for the month of December 2024 were signed by Cllr. Tull.

ii) To approve the bank reconciliation for the month of December 2024

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

iii) To receive the Payment Schedule for the period 1st December – 31st December and authorise payment of invoices received, and payments scheduled for 1st January 2025 – 31st January 2025

Outlining the payment schedule the Clerk detailed payments made totalling £13474.66 for the period 1st December 2024– 31st December 2024 and payments totalling £12692.00 due for payment in the period 1st January 2025– 31st January 2025.

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

iv) To note any income received

The meeting noted income totalling £455.12, £3 BOPP donations and £451.12 bank interest.

(b) Staffing Committee

i) General update

The meeting noted the report of the Chair outlined in the Clerks report.

[Clerk's Report](#)

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

i) General report

The meeting noted the Clerk's Report.

[Clerk's Report](#)

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

None

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

i) General Update

There were new 2 volunteers but there had been no chance yet to hold a meeting.

ii) To review and update the Climate Action Plan

The meeting considered the revisions to the plan and unanimously **RESOLVED** to approve the changes.

(f) Public Toilets, authorise any action and consider associated expenditure

Cllr. Stewart informed the meeting that there had been several instances of Graffiti in the toilets over the Christmas break, which had been reported to the police.

25011 To approve the TOR for the future of the WAAF Site working group, authorise any action and consider associated expenditure

Cllrs. Hitchen, Nash, Jarman, Stewart and Goodwin were appointed to the working group with Cllr. Hitchen as Chairman of the working group. The first meeting of the group was set for Saturday 15th February at 9.30am.

Councillors considered the draft document and following discussion unanimously **RESOLVED** to adopt the Terms of Reference for the WAAF Site working group.

25012 Update on projects for the year 24/25, authorise any action and consider associated expenditure

a) Parish Office and Community Hub,

Cllr. Stewart gave an update on the project:

- Building Control have now signed off the building
- The Clerk is now working from the office with the new assistant to the Clerk
- The heritage boards and tourist map are now up and looking great
- A security company has now been appointed to cover out of hours emergencies
- Community groups have started to use the room The post build survey is now live and councillors are encouraged to share with their contacts
- We still await the commissioning of the solar inverter.

The Clerk recommended an opening date of Saturday 1st March, allowing time for advertising, getting out invites and organisation of any catering/refreshments etc for the event.

b) Potential Acquisition of the land known as: Lighthouse Hill Car Park, Recreational Ground, Playing Field & surrounding land from Cornwall Council,

The Chairman updated the meeting and explained that an engagement event to recruit volunteers was scheduled for the 28th January 2025 at 6.30pm.

25013 To receive various items of correspondence, authorise any action and consider associated expenditure

a) Correspondence circulated by email

None

b) General correspondence

- i) Request from Parishioners that members of Portreath Parish Council consider allowing a community led group to explore options for the future of the WAAF Site.**

The meeting noted the request.

c) Correspondence received since the preparation of this agenda

○ **Marazion Town Council**

This item was deferred until the next meeting.

○ **Love Portreath**

It has been advised that the old telephone box could only be used to house a defibrillator. As there are already several in the area it would not be a good use of finances.

○ **Resident Glenfeadon Terrace**

A resident was concerned about the width of the verge and access to their property. He had been clearing this but was advised a neighbour that they could not do this. The email had been forwarded to CC Highways

○ **Resident Tregea Terrace**

A resident had reported on of the bridges over the stream had no handrails on the approach to the bridge. He had been asked to clarify which bridge this was and Cornwall Council had been consulted to clarify ownership.

25014 To give consideration to any applications received for grants/donations

None

25015 To agree the date of the next meeting, 3rd February 2025, 6:30pm

Councillors agreed the date of the next full meeting of the council be Monday 3rd February at 6:30pm

25016 Close of Meeting

The Chairman thanked everyone for their attendance and participation and closed the meeting at 8.25pm