

**Minutes for the FULL MEETING of PORTREATH PARISH COUNCIL
on Monday 25th March 2024, held at St. Mary's Church Hall, from 7:00pm**



Councillors: Mr. I. Stewart, Mr. S. Goodwin, Mrs. S. Nash, Mr. J. Tull & Mrs. A. Jarman
Cornwall Councillor Dave Crabtree
Stephane Peters – Climate Action Working Group
6 Members of the Public
Lucy Jose, Clerk to the Council

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
CIL	Community Infrastructure Levy
CLUP	Community Levelling Up Program
AfC	Action for Children
TOR	Terms of Reference
SEND	Special Educational Need and Disabilities

24060 Chairman's Welcome

The Chairman welcomed those present to the meeting and explained procedures for the meeting, highlighting the standing orders relating to public participation in meetings.

24061 To confirm the minutes of the full council meeting held on Monday 4th March 2024

Councillors unanimously **RESOLVED** the minutes for the meeting held on 4th March 2024 be signed as constituting an accurate record of proceedings.

24062 To Receive Apologies

The meeting noted apologies from Cllrs G. Tull, V Webb and J. Parker. Cllr M Hitchen was also not present.

24063 Declaration of Interests

None

24064 Chairman's Report

Councillors the Chairman's report.

[Chairman's Report - 25th March 2024](#)

The Chairman reported that they had attended the first day of the Nance Woods Public Inquiry.

24065 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)

Two parishioners and a member of the public spoke passionately in objection to the planning application PA23/0843.

A parishioner addressed the meeting requesting the parish council's support in Lobbying South West Water to take action to stop the pumping of foul water into the sea. The resident comments that if the bathing water quality was not improved, it was likely tourists would stop wanting to visit Portreath.

24066 To receive the report of Cornwall Councillor Dave Crabtree

Councillors noted the report from CC Crabtree.

[CC Crabtree Report 25/03/24](#)

24067 Update from the Climate Action Working Group

The Parishioner who is a member of the CAWG introduced themselves to councillors.

The parishioner summarised changes to the working group membership and its history over the past few months. The Parishioner outlined the plan for the coming months,

- The CAWG would review and update the CAP
- THE CAWG would continue to liaise with the Environment Agency to keep up to date with any progress of the flood alleviation project
- The CAWG will start to produce some achievable climate action tips to share on social media
- The CAWG would review the ToR for the working group and recommend and amendments ready for the annual meeting of the council.

The parishioner informed the meeting that it would be possible to achieve more with the group if further volunteers stepped forward.

24068 Planning

(a) To give consideration as consultees to:

- i) **PA24/00988 | Change of use from residential C3 to office accommodation B1 (existing first floor unit) | Unit 1 Bridge Retail Park New Portreath Road Redruth Cornwall TR16 4QQ**

Councillors considered the proposal, noting that the loss of rental accommodation in the parish would add to the current housing need.

Following discussion Members of Portreath Parish Council unanimously **RESOLVED** to object to the proposal as it contradicts The Cornwall Local Plan Policy 2, Section 3h which support the provisions of live work units.

(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 notes that planning application PA24/0699, PA23/09792 and PA24/00565 had been approved and planning application PA23/09381 had been refused, and preapplication advice had been given on application PA24/00253/PREAPP

24069 To receive the following reports, authorise any action and consider associated expenditure

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

i) **General report**

- The meeting noted the Clerks Report
- The Clerk informed the meeting that a donation of £100.00 had been received via BOPP. The Clerk advised that they had refreshed the BOPP posters and asked for support in putting them up in the public toilets.
- The Clerk asked councillors to ensure that the payments for the upcoming pay run are authorised in a timely fashion to ensure this year's accounts are closed without outstanding payments.
- The Clerk asked councillors to assist with recycling the council used toner cartridges

- ii) **To consider adopting a gov.uk domain for the parish council website**, authorise any action and consider associated expenditure

The meeting noted the Clerks report and recommendation for adopting a gov.uk domain for the parish council website.

Following discussion members of Portreath Parish Council unanimously **RESOLVED** to adopting a gov.uk domain for the parish council website.

- iii) **To consider adopting gov.uk domains for council staff and councillors**, authorise any action and consider associated expenditure

The meeting noted the Clerks report and recommendation to adopting gov.uk domains for council staff and councillors.

Following discussion members of Portreath Parish Council **RESOLVED** to adopt gov.uk domains for council staff and councillors.

Councillors agreed that the domain should be: portreathpc.gov.uk

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

None

- (c) **Update from the Youth and Community Engagement Working Group**

None

- (d) **Update on Warm Welcome: Portreath**

The meeting discussed the dwindling numbers attending the Community Catch Up Sessions. The meeting agreed to review this when Cllr Webb and Tull were present.

The Clerk reminded the meeting that number had varied through the history of the group and that some small changes to the set up would reduce the workload for the volunteers.

24070 To note the potential removal of the public telephone and box by BT from Portreath Square

The meeting noted the intention of the removal of the public telephone and box by BT from Portreath Square.

24071 To consider actions following the notification from BT of intention to remove the public telephone and box from Portreath Square, authorise any action and consider associated expenditure

Councillors discussed potential uses for the kiosk but concurred that it was not the desire of the council to adopt to kiosk. Councillors considered other community groups that may be interested in adopting the kiosk.

Members of the public present at the meeting showed interest on behalf of community organisations and others suggested that the council should consider adopting the kiosk.

The Clerk agreed to circulate the details of the offer from BT, and the Chairman urged the member of the public interested on behalf of their community group provide the Clerk with contact details for the group so they could be included when the information is circulated.

The Clerk agreed to roll this agenda item to the next meeting.

24072 Update on projects for the year 23/24, authorise any action and consider associated expenditure

a) Former Public Toilets

i) General Update

The Clerk report that the business rates bill had been received for the former public toilets the clerk informed the meeting that they had emailed the council to inform them the building will be demolished in April.

ii) Update on the progression of the redevelopment of the building, authorise any action and consider associated expenditure

The Chairman informed the meeting that the Kick off meeting scheduled with the building contractor and project manager on the 27th March with a view to starting the works on the 15th April 2024.

Cllr Jarman expressed interested in joining the working group for the project. The Clerk agreed to add reviewing membership of the working group to the next agenda.

- iii) To approve future applications for funding towards any of the unbudgeted costs for the Parish office and community hub project,** authorise any action and consider associated expenditure

Members of Portreath Parish Council unanimously **RESOLVED** to approve future applications for funding towards any of the unbudgeted costs for the Parish office and community hub project.

- iv) To approve the addition of authorised signatories for the CLUP grant process,** authorise any action and consider associated expenditure

Councillors discussed adding signatories to the CLUP agreement.

Members of Portreath Parish Council **RESOLVED** to approve the addition of Cllr Stewart as a signatory for the CLUP grant process. Cllr. Stewart abstained from the vote.

- v) To approve expenditure on the South West Water bond, essential for the drainage relocation works,** authorise any action and consider associated expenditure

The Chairman summarised the requirements for the South West Water bond explain that it is essential for the drainage relocation works.

Following discussion Members of Portreath Parish Council unanimously **RESOLVED** to approve expenditure on the South West Water bond, essential for the drainage relocation works

- vi) To approve expenditure for the essential unbudgeted footway closure required for the demolition and drainage works,** authorise any action and consider associated expenditure

The Chairman explained the need to expend for the footway closure which is required for the demolition and drainage works.

Members of Portreath Parish Council unanimously **RESOLVED** to approve the expenditure for the essential unbudgeted footway closure required for the demolition and drainage works.

- vii) To approve expenditure for the essential unbudgeted drainage relocations works to enable the project,** authorise any action and consider associated expenditure

The Chairman explained the need to expend for drainage relocations works to enable the project.

Members of Portreath Parish Council unanimously **RESOLVED** to approve the expenditure for the essential unbudgeted drainage relocations works to enable the project.

b) Public Toilets

- i) General Update**

The Chairman informed the meeting that the working party had now completed the painting of the toilet cubicles.

The Chairman confirmed that the Legionella water test results had been received and the toilets have a clean bill of health, the Chairman also commented that they have been carrying out and recording the water checks which are a requirement of the risk assessment.

The Chairman reported some reactive maintenance and informed the meeting that the toilets had been subject to vandalism including the toilets being deliberately blocked.

c) WAAF Site

- i) General Update**

None

- ii) Update on the progress of the planning application for the potential 100% affordable housing development of the Former WAAF Site**

The Chairman reminded the meeting that the consultation was live on the planning portal for interested persons to view and comment on.

d) **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**

Cllr Goodwin updated the meeting on the progress of the project stating that they had been collating the views of parishioners and at present 80% of responses were that the council should consider adopting the land. Cllr. Goodwin informed the meeting that the next steps following the end of the consultation were starting conversations with Cornwall Council, about terms for potential devolving the land. Cllr. Goodwin commented that it was very unlikely the council would consider the current offer of a 30 year lease at a cost of £5000.00 a year. Cllr Goodwin informed the meeting that the survey and the initial negotiations with Cornwall council would help the working group to prepare a business case for the potential devolution of the land.

24073 To receive various items of correspondence, authorise any action and consider associated expenditure

a) **Correspondence circulated by email**

None

b) **General correspondence**

- **Correspondence form applicant of planning application PA24/01178.** The meeting noted the concerns of the applicant. Cllr. Jarman offered to look at the weekly planning lists to ensure that nothing was missed that may impact the Portreath Stream.
- **Public toilets, report on cleanliness from a parishioner.** The meeting noted that this correspondence coincided with the reported of vandalism the Chairman had already raised.

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

None

24074 To agree the date of the next meeting, 15th April 2024, 6:30pm

Councillors agreed the date of the next full meeting of the council be Monday 15th April 2024, 6:30pm

The Chairman reminded councillors of the meeting schedule for the next few months

- 15th April Full Council Meeting
- 13th May Annual Meeting of the Council
- 20th May Annual Parish Meeting (Annual Electors Meeting)
- 3rd June Full Council Meeting
- 17th June Staffing Committee Meeting

24075 Close of Meeting

The Chairman thanked everyone for their attendance and participation and closed the meeting at 20:25.

15th April 2024

Cllr. Mr. Ian Stewart