

**Minutes for the FULL MEETING of PORTREATH PARISH COUNCIL
Held on Monday 3rd March 2025, at St. Mary's Church Hall, from 6:30pm**



Councillors: Mr. S Goodwin, Mrs S. Nash, Mr. I. Stewart and Mr. J. Tull
CC Crabtree
A representative of the EA
3 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
CIL	Community Infrastructure Levy
CLUP	Community Levelling Up Program
AfC	Action for Children
TOR	Terms of Reference
SWW	South West Water

25033 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 the councillors was during the public participation session, item 7 on the agenda.

25034 To confirm the minutes of the full council meeting held on Monday 3rd February 2025

Councillors unanimously **RESOLVED** the minutes for the meeting held on Monday 3rd February 2025 be signed as constituting an accurate record of proceedings.

25035 To Receive Apologies

The meeting noted apologies from Cllrs G. Tull, J. Parker, A. Jarman and M. Hitchen.

25036 Declaration of Interests Members to declare disclosable pecuniary interests and non-registerable interests (including details thereof) in respect of any items on this agenda including gifts or hospitality exceeding £25.

None

25037 Chairman's Report

The Chairman noted that there had been two meetings held of the WAAF Site working group which were on the agenda to be discussed later in the meeting. He also mentioned the official opening of the new office and community hub had taken place at the weekend. The events was well attended with lots of nice feedback. He thanked everyone who had attended.

25038 Update from the Environment Agency
[PowerPoint Presentation](#)

The representative from the EA gave the following update:

- The intention was still to increase capacity of the exiting channel
- The outline business case had been accepted
- The next step would be to develop the design to full business case to guarantee funding
- Modelling and tree surveys had been completed
- The EA had met with CC heads of service
- Topographic, Utilities and GPR surveys as well as ground investigations including trial pits and boreholes would be taking place in March
- Landowner meetings and drop-in sessions would be held in the Portreath Parish Council Office and Community Hub on the 10th and 11th of March
- Letters would be going out to those with land and property next to the channel
- The intention was to come back to Full Council meetings and report on progress every two months going forward

25039 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)
No members of the public wanted to raise anything.

25040 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](#)

25041 Planning

(a) To give consideration as consultees to:

i) [PA25/00803 | Construction of single storey double garage \(resubmission of lapsed approval PA21/00209\) | Moss Rowes Nancekuke Redruth Cornwall TR16 5UN](#)

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

ii) [PA24/09471 | Residential development of the site, comprising 7no. residential units and associated landscape, parking and access improvement works | Land At Colletts Court Feadon Lane Portreath TR16 4PE](#)

Members of Portreath Parish Council **RESOLVED** to object to this proposal as it contravenes Policy 1 (section 7.2.12) of the Portreath Neighbourhood Development Plan. However, if the planning officer is minded to approve the proposal, members of Portreath Parish Council request that the solar panel array is clarified and that the Principal Residence Policy, Policy 3 of the Portreath Neighbourhood Plan is conditioned.

iii) [PA25/01320 | 'One replacement dwelling and one new dwelling' without compliance with Condition 2 of decision notice PA17/04195 dated 14/08/2017. | Former Capery Corner Lighthouse Hill Portreath Redruth Cornwall TR16 4LJ](#)

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

The Clerk reported that planning application PA25/01502 had been received but was awaiting confirmation from the planning officer on the consultation deadline.

(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

The meeting noted the notice of appeal in relation to planning application PA24/07877

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

The meeting noted that planning application PA24/09639 had been approved and planning application PA24/07924 had been refused.

(a) Finance

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

The Clerk reported that on the 28th February 2025 the balance of the current account stood at £22,551.91 and the balance of the Savings Account stood at £35,038.88. The bank statements for the month of February 2025 were signed by the Chairman

ii) To approve the bank reconciliation for the month of February 2025

The Clerk presented the Bank reconciliation for the month of February 2025 to the meeting. This was approved by councillors and signed by the Chairman.

iii) To receive the Payment Schedule for the period 1st February – 28th February and authorise payment of invoices received, and payments scheduled for 1st March – 31st March 2025

Outlining the payment schedule the Clerk detailed payments made totalling £4,180.45 for the period 1st February – 28th February and payments totalling £13,357.00 due for payment in the period 1st March – 31st March 2025.

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

iv) To note any income received

The meeting noted income of £2,631.11. This was made up of £1,763.81 VAT reclaim, £857.30 SWW bond reimbursement and £10 donation.

(b) Staffing Committee

i) General update

The meeting noted that staff had undertaken Prevention of Sexual Harassment in the Workplace and Elections Refresher training.

The Clerk advised that a staffing committee working group needed to be arranged to cover staffing matters and ascertain the need for any further staffing committee meetings in the coming months.

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

i) General report

The meeting noted the Clerk's Report.

[Clerks Report](#)

The Clerk reminded members about the importance of complying with GDPR regulations and ensuring when sending emails to multiple people, to ensure that they were blind cc'ing their email addresses to ensure that their information was not visible to other recipients.

The pre-election period would begin on the 14th March 2025. During this period the activities of the council would be limited and this would impact the upcoming meeting with SWW and would mean that the Annual Parish Meeting would be need to be brought forward. This would now take place on Thursday 13th March 2025.

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

None

(e) Update from Love Portreath, authorise any action and consider associated expenditure

Sunday 2nd March was the litter pick with a low turnout compared to February's litter pick but still 15 volunteers so 10 bags of rubbish collected from around the village and the beach. A new video from Cornwall Climate Care was shown to those who had attended the litter pick and following the film the AGM of Love Portreath was held where the new constitution was agreed.

Upcoming there are 2 dates for the diary – 31st March and 7th April will see the return of the bag making sewing club at the Portreath Arms from 10am to 2pm. This would hopefully enable lots of bags to be made ready for a SAS initiative called the Mass unwrap to hopefully take place on April 22nd which is Earth Day.

(f) Update from the WAAF Site Working Group, authorise any action and consider associated expenditure

There had been two meetings of the WAAF Site working group where they discussed the background of the site and the vision for its future. Five members of the public were appointed to the group. They spoke in detail about options for the sites future use and the challenges of all options from a benefit to nature and financial perspective. The next meeting would be held on Wednesday 12th March 2025 at 6.30pm in the Portreath Parish Office and Community Hub.

(g) Public Toilets

i) General Update

None

25043 To consider appointing a working group to manage the council facilities – (Public toilets, parish office and community hub)

The Clerk suggested that a working group was needed to discuss arrangements for the Parish Office and Community Hub such as opening and closing arrangements. Cllrs. Nash, Stewart and Goodwin as well as the Clerk volunteered to form the group.

25044 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

- A disabled visitor at the official opening suggested that chairs with arms would be beneficial to some people who struggle to get up from chairs.
- Four firefighters from Tolvaddon Fire Station attended the event and expressed an interest in using the community room for information and training sessions.
- The solar panels and inverter battery system was now working and for the last few days the office and toilets had been running for free.
- The Legionella inspection took place last week.

25045 To receive various items of correspondence, authorise any action and consider associated expenditure

a) Correspondence circulated by email

None

b) General correspondence

i. The Sunflowers and Choughs Club request to consider flying the Ukrainian Flag in recognition of three years of Russia's full-scale war against Ukraine

The meeting noted the request.

ii. Redruth Town Council – Double Tax on Second Homes

The meeting noted the request.

iii. Redruth Town Council – request for meeting regarding EA Flood Alleviation Project

The Clerk was trying to get more information from Redruth Town Council to clarify specifics of the meeting.

c) Correspondence received since the preparation of this agenda

The Clerk advised that they had received positive feedback from Saturday's official opening event.

25046 To give consideration to any applications received for grants/donations

None

25047 To agree the date of the next meeting, 7th April 2025

The meeting agreed the date of the next meeting be Monday 7th April 2025 at 6:30pm

25048 To resolve under the 1960 Public Bodies (Admission to Meetings) Act to exclude the press and public due to the confidential nature of the business to be discussed

Members of Portreath Parish Council unanimously **RESOLVED** under the 1960 Public Bodies (Admission to Meetings) Act to exclude the press and public due to the confidential nature of the business to be discussed.

25049 To approve the instruction of a contractor to supply and install a replacement UPVC door for the public toilets, authorise any action and consider associated expenditure

Members of Portreath Parish Council unanimously **RESOLVED** to instruct the Window and Conservatory Centre to supply and install a replacement UPVC door for the public toilets.

25050 To approve the appointment of an Internal Auditor for the year ending 31st March 2025, authorise any action and consider associated expenditure

Members of Portreath Parish Council unanimously **RESOLVED** to appoint Barbara Gorous as Internal Auditor for the year ending 31st March 2025.

25051 To approve engaging a solicitor to address potential land issue, authorise any action and consider associated expenditure

Members of Portreath Parish Council unanimously **RESOLVED** to engage Thurstan Hoskin Solicitors to address a potential land issue.

25052 To approve the payment of the additional hours that the Clerk has worked up to the end of 24/25, authorise any action and consider associated expenditure

Members of Portreath Parish Council unanimously **RESOLVED** the payment of the additional hours that the Clerk had worked up to the end of March 2025.

25053 Close of Meeting

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

20th March 2025

Cllr. S. Goodwin