

Porthleven Town Council
MINUTES THE TOWN COUNCIL MEETING,
HELD AT INSTITUTE COTTAGE, CLIFF ROAD
ON THURSDAY, 12th DECEMBER 2019 @ 7pm

Present:	Cllr. Plunkett (in the chair)	Cllr. Berryman	Cllr. Wallis
	Cllr. Toms	Cllr. Toy	Cllr. Murray
	Cllr. Adair	C Thompson (Clerk)	
In Attendance:			

Minute	AGENDA ITEMS	Action
	<p>Apologies for Absence Cllrs. Jorgensen and Osmond forwarded their apologies</p> <p>Declaration of Interests Cllr. Wallis noted that he was also a Cornwall Councillor and items may be presented to him separately under this role</p> <p>Cllr. Toms declared an interest regarding minute 109/1920 application PA19/10214 as the applicant had a financial link with Porthleven Environment Group of which Cllr. Toms is the Chairman</p> <p>Cllr. Toy declared an interest regarding minute 116/1920 as he had an outstanding expense claim.</p>	
107/1920	<p>To receive and approve minutes of the:</p> <p>a) Town Council meeting held on 14th November Proposed and AGREED as a true and accurate record</p> <p>b) Traffic & Transport meeting held on 16th November Proposed and AGREED as a true and accurate record</p>	
108/1920	<p>Matters arising from the minutes of the:</p> <p>a) Town Council meeting held on 14th November None</p> <p>b) Traffic & Transport meeting held on 16th November None</p>	
109/1920	<p>Planning – to receive and comment</p> <p><u>Planning Public Participation</u> Members of the public may address the Council regarding any planning applications due to be discussed</p> <p><u>Category 1 applications:</u></p> <p>PA19/09037 Morvah, Shrubberies Hill – proposed ground floor extension Applicant: Mr David Page Discussed Proposed by Cllr. Toy, seconded by Cllr. Toms, and AGREED to support</p> <p>PA19/09878 Tigh Na Mara, Cliff Road – proposed replacement windows Applicant: Ms C Clements</p>	Clerk

	<p>Discussed Proposed by Cllr. Toy, seconded by Cllr. Wallis, and AGREED to support PA19/09740 78 St Peters Way – proposed installation of first floor level exterior cladding Applicant: Mr & Mrs Penrose</p> <p>Discussed Proposed by Cllr. Adair, seconded by Cllr. Wallis, and AGREED to support PA19/09893 24 Ocean Crescent – construction of domestic garage Applicant: Mr Russell Walker</p> <p>Discussed Proposed from the Chair and AGREED to support PA19/09769 Land at Tolponds Road – Nonmaterial amendment for the correction of the finished floor levels stated on the floor plans and elevations previously approved under decision PA19/02050 Applicant: Mr Robert Moore, Porthleven Harbour & Dock Company</p> <p>Discussed Proposed by Cllr. Toy, seconded by Cllr. Murray, and AGREED to support PA19/03678 East Ridge, Shrubberies Hill – proposed roof extension including balcony Applicant: Mr Williams</p> <p>Discussed Proposed by Cllr. Toms, seconded by Cllr. Toy, and AGREED to support PA19/10214 15 Shrubberies – side extension to existing chalet bungalow Applicant: Ms T Moys <i>Cllr. Toms declared an interest and left the room for the discussion / vote of this application</i></p> <p>Discussed Proposed by Cllr. Wallis, seconded by Cllr. Plunkett, and AGREED to support PA19/10009 27 St Peters Way – demolition of existing store, proposed single storey rear side kitchen bathroom and utility room extension Applicant: Mrs Sue Brotherton</p> <p>Discussed Proposed by Cllr. Murray, seconded by Cllr. Berryman, and AGREED to support Category 2 applications: None</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
110/1920	<p>Public participation (non-planning matters) None</p>	
111/1920	<p>Observations upon matters raised during Public Participation None</p>	
112/1920	<p>Mayor's Report The Mayor reported attending the St Bartholomew's Christmas Service Reported that the funeral of Mike Crowle was due to take place on Friday</p>	

	20 th December, 11am, in Methodist Church	
113/1920	<p>Deputy Mayor's Report</p> <p>The Deputy Mayor, Cllr. Toy, reported attending Porthleven Neighbourhood Plan meeting, Traffic & Transport Committee, Legal Service with the High Sherriff of Cornwall and Christmas Lights Switch On. Also attended Bickford Smith Institute meeting with Heritage Lottery Fund, noted that the feasibility report has been received favourably and that they were verbally optimistic that a grant application of £500k would be received positively</p>	
114/1920	<p>Town Clerk's Report</p> <p>Town Clerk reported the following:</p> <p>Cornwall Council – Budget Consultation</p> <p>A special event for our town and parish councils, businesses, public and voluntary sector partners and stakeholders, where you will be able to discuss the proposals with the Leader, Deputy Leader and Chief Executive of Cornwall Council scheduled for Tuesday 14 January from 6.30pm-8pm in the Council Chamber, County Hall. RSVP by Wednesday 8th January.</p> <p>Interested Councillors to inform Clerk as soon as possible</p> <p>Homelessness</p> <p>Clerk provided details of Streetlink (0300 500 0914) and Cornwall Council (0300 1234 161) for anyone concerned about someone sleeping rough. Details noted on Town Council website</p> <p>Tree Charter</p> <p>Clerk provided details of a NALC / Woodland Trust initiative encouraging local Councils to plant trees and sign up to the Tree Charter. Details to be considered when investigating the Climate Action Plan</p>	Councillors
115/1920	<p>Cornwall Councillor Report</p> <p>Cllr. Wallis reported that the yellow lines requested within the Community Network TRO had now been placed and signed off.</p> <p>Chasing Cornwall Council for the two speed visors, to be placed on Wellington Road and Methleigh Bottoms</p>	
116/1920	<p>Accounts</p> <p><i>Cllr. Toy declared an interest, as he had an outstanding expense claim, and left the room for this item</i></p> <p>Clerk provided a list of accounts for approval</p> <p>Proposed from the Chair and AGREED</p>	Clerk
117/1920	<p>Requests for Financial Support</p> <p>None</p>	
118/1920	<p>Reports on Meetings Attended as a representative of Porthleven Town Council</p> <p>Cllr. Adair: Traffic & Transport Committee meeting, Porthleven Food Festival meeting and Christmas Lights Switch On</p> <p>Cllr. Jorgensen: Not in attendance</p> <p>Cllr. Toms: Traffic & Transport Committee meeting</p> <p>Cllr. Osmond: Not in attendance</p> <p>Cllr. Murray: Bickford Smith Institute Working Party and Christmas Lights Switch On</p>	

	<p>Cllr. Berryman: Traffic & Transport Committee meeting and Bickford Smith Institute Working Party</p> <p>Cllr. Wallis: Traffic & Transport Committee meeting and Christmas Lights Switch On</p>	
119/1920	<p>The Moors Recreation Ground</p> <p>Cllr. Murray addressed the Council to request in principle permission to use the Moors Recreation Ground to hold a fundraising event for the Bickford Smith Institute on 24th May 2020 (provisional date). Noted that this was at the provisional stage, looking at holding an annual event with a 'Festival of the Sea' theme to include local stalls, bar, stage etc</p> <p>Discussed. A number of Councillors, including Cllrs. Plunkett, Berryman, Wallis, Toy and Adair volunteered to share ideas / experiences / knowledge of holding similar public events. Cllr. Murray to arrange a date to meet and discuss further</p> <p>Proposed by Cllr. Toy, seconded by Cllr. Plunkett, and AGREED in principle, subject to required licenses and public liability insurance, to allow the use of the Moors Recreation Ground</p>	Clerk
120/1920	<p>Boslan Bus Shelter</p> <p>Cllr. Toy reported that the perspex, donated by Porthleven Environment Group, which covered the mosaic in the Boslan bus shelter had been vandalised. Cllr. Toy noted that the cost to replace the perspex with polycarbonate which is stronger than other clear plastics, repair to damaged mosaic, temporary protection etc is £365.</p> <p>Cllr. Toms noted that he had been approached, as Chair of the Porthleven Environment Group, regards to relocating the mosaic to the Public Hall. Discussed, noted that the mosaic had been in the bus shelter for approx. 15 years during which time it had only been damaged twice.</p>	
	<p>Proposed from the Chair and AGREED in accordance with provisions of the Public Bodies (Admission to Meetings) Act 1960, section 2; the following items to be discussed by the Council in closed session.</p>	
121/1920	<p>Bay View Terrace Wall adjacent to Public Toilets</p> <p>Clerk reported that further correspondence had been received from Mr Moore regarding the works to Bay View Terrace wall adjacent to the Public Toilets. Porthleven Harbour & Dock Company are requesting that the Town Council agree to the following:</p> <ul style="list-style-type: none"> • Agree to half of surveyor's fee (survey completed). Total £1,147.50 + VAT, Town Council share £573.75 + VAT • Agree to schedule of conditions (noted that the Town Council had not been invited or given notice of surveyors meeting and that no pictures referred to within report had been submitted) • Agree to Rob Moore, from Trevor Osborne Property Group, represent both Porthleven Harbour & Dock Company and Town Council • Approve party wall agreement <p>Discussed</p> <p>Proposed by Cllr. Wallis, seconded by Cllr. Toy, and AGREED:</p> <ul style="list-style-type: none"> • Obtain legal advice on Town Councils liability • Security that Town Council are included in all future meetings • Form a working party to gather information to disseminate to Town Council. Working Party to consist of Cllrs. Toy, Adair and Wallis 	Clerk

122/1920	<p>Cornwall Council Design Review Panel</p> <p>Cllr. Toy and the Clerk reported that they had attended a meeting of the Cornwall Council Design Review Panel during which they received preliminary plans from Mr Osborne of his masterplan for the Shipyard. The plans include removal of the garage workshop, conversion of the Porthleven Metalworks building to an events space, a second building similar in design to the approved Innovation Building which is planned to house a lobster hatchery and restaurant and a further building to house a GP Surgery with flats above. Copies of the proposed masterplan were presented for viewing during the meeting.</p> <p>Noted that the information presented is confidential at this time at the request of Cornwall Council</p> <p>Noted that the Town Council / Cornwall Councillor would request that a PACE (Pre-application Community Engagement) agreement be undertaken if the applicant wished to take his masterplan further.</p>	
123/1920	<p>Bickford Smith Institute</p> <p>Clerk reported that following the successful meeting and submission of the feasibility report to Heritage Lottery Fund, that the next stage is to submit an Expression of Interest (deadline March 2020). Upon successful submission of the Expression of Interest (EOI) work will need to be completed for a Round One bid for submission in June.</p> <p>The Bickford Smith Working Party are currently working on obtaining additional information and interest from potential users of the building to form part of the data required for the EOI. In order to complete the EOI the Bickford Smith Working Party will require professional expertise and have received and approved, subject to Full Town Council approval, a quote from Ian Saltern and Kevin Brownridge for up to £5,000.</p> <p>Discussed</p> <p>Proposed from the Chair and AGREED to accept the quote from Ian Saltern and Kevin Brownridge, for up to £5,000 inclusive of travel and expenses, to complete the EOI for the Bickford Smith Institute bid to the Heritage Lottery Fund</p>	Clerk

There being no further business, the meeting closed at 8.40pm

Signature: Cllr. Plunkett, Mayor

Date: 9th January 2020

DECEMBER 2019 EXPENDITURE EXCEEDING £100

DD	CORNWALL COUNCIL: B/Tax Shute Lane toilets	£	121.00
	STAFFING COSTS: All staff related costs included pension, NI, Tax, HM Revenue Payments etc	£	3,084.35
5364	ROYAL BRITISH LEGION: Section 137 grant minute 102/1920	£	200.00
	FENLAND LEISURE PRODUCTS LTD: Replacement swing seats etc for the Moors play area	£	609.60
5365			
	GOLAY PLANNING LTD: Sheritage assesment as part of the BSI feasibility report under the HLF / BSI budget	£	1,500.00
5367			
	R A DESIGN LTD: architectural services as part of the BSI feasibility report under the HLF / BSI budget	£	600.00
5368			
	IAN SALTERN: Sadditional project management of BSI feasibility project under the HLF / BSI budget	£	1,550.00
5369			
		£	
5375	INDEPENDENT RURAL SERVICES: Ground maintenance	£	600.00
		£	
5377	CORMAC: Public Toilet Cleaning Oct	£	408.10
		£	
5378	SW WATER: Replacement cheque (5353) - damaged in post	£	1,667.04