

Porthleven Town Council
MINUTES THE VIRTUAL TOWN COUNCIL MEETING
HELD ON THURSDAY 11th MARCH 2021 @ 7pm
Via Microsoft Teams

Present:	Cllr. Toy (in the chair)	Cllr. Wallis	Cllr. Murray
	Cllr. Adair	Cllr. Toms	Cllr. Jorgensen
	Cllr. Berryman	Cllr. Osmond	C Thompson (Clerk)
In Attendance:	Toni Gunn	Melissa Benyon	Julia Schofield
	Michael Plant	Gary Shainberg	Rob Munday

Minute	AGENDA ITEMS	Action
	<p>Apologies for Absence Cllr. Plunkett forwarded her 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 Cllrs. Toms and Jorgensen declared an interest regarding minute 105/2021 as they were members of the Porthleven Environment Group</p>	
098/2021	<p>To receive and approve minutes of the Virtual Town Council meeting held on Thursday 11th February 2021 Proposed from the Chair and AGREED as a true and accurate record</p>	
099/2021	<p>Matters arising from the minutes of the Virtual Town Council meeting held on Thursday 11th February 2021 None</p>	
100/2021	<p>Planning – to receive and comment <u>Planning Public Participation</u> None <u>Category 1 applications:</u> PA20/11131 85 Wheal Rose – demolition of outbuilding, replacement with larger building to be used as a beauty salon and storage Applicant: Ms Toni Gunn Following queries raised, minute 091/11131, Clerk noted that clarification from the Planning Officer noted that as the proposed outbuilding was a new unit technically no change of use was required. Highways Department had no objections. Full details provided via email Discussed</p>	

	<p>Proposed from the Chair and AGREED to support this application <i>Cllr. Toy lost internet connection</i> <i>In the absence of both the Mayor and Deputy Mayor it was proposed by Cllr. Adair, seconded by Cllr. Osmond, and AGREED that Cllr. Wallis take the Chair until Cllr. Toy is able to return to the meeting</i></p> <p>PA21/01007 Treysa Place – Non material amendment in relation to Decision Notice PA19/02050 dated 15.05.2019 Applicant: Mr Rob Moore Porthleven Harbour and Dock Company Cllr. Wallis gave a brief overview Discussed</p>	Clerk
	<p>Proposed from the Chair (Cllr. Wallis) and AGREED to support</p> <p>PA21/01154 Bosvarren, Wellington Road – Proposed facade/internal alterations, decking, new chimney and all associated Applicant: Mr Douglas Watson Cllr. Wallis gave a summary of the application Discussed</p>	Clerk
	<p>Proposed from the Chair (Cllr. Wallis) and AGREED to support</p> <p>PA21/01469 Marroy, Salt Cellar Hill – Removal of existing roof and construction of new upper floor extension, balcony and porch. Applicant: Mr & Mrs Berriman Cllr. Wallis provided a summary of the application Discussed</p>	Clerk
	<p>Proposed by Cllr. Berryman, seconded by Cllr. Wallis, and AGREED to support</p> <p><u>Category 2 applications:</u></p> <p>PA21/00795 Land Adj To Methodist, Church Peverell Road – Construction of dwelling Applicant: Mark Gillow Lead: Cllrs. Mark Adair and Trevor Toms Cllrs. Adair and Toms gave a summary of the application Discussed</p> <p>Proposed by Cllr. Adair, seconded by Cllr. Toms, and AGREED to object for the following reasons: Overdevelopment of site Size and scale Overlooking concerns Out of character Impact on grade II listed building</p> <p>PA21/00946 The Methodist Church, Peverell Road – Conversion of chapel to dwelling Applicant: Mark Gillow Lead: Cllrs. Mark Adair and Trevor Toms</p>	Clerk

	<p>Cllrs. Adair and Toms provided details of the proposed works Discussed at length Proposed by Cllr. Toms, seconded by Cllr. Adair, and AGREED to object to this development in line with comments / objections raised by Historic Environment Planning. Note that supportive of developing as long as development preserves the historic features</p> <p>PA21/01300 The Methodist Church, Peverell Road – Listed building consent for conversion of chapel to dwelling Applicant: Mark Gillow Lead: Cllrs. Mark Adair and Trevor Toms Cllrs. Adair and Toms gave a brief overview of the application Discussed Proposed by Cllr. Toms, seconded by Cllr. Adair, and AGREED to object to this development in line with comments / objections raised by Historic Environment Planning. Note that supportive of developing as long as development preserves the historic features</p> <p>PA21/01405 The Old China Clay Building and Pergola, Mount Pleasant Road – Covered roof extension of terrace and converting pergola roof into a terrace Applicant: Porthleven Harbour & Dock Company Lead: Cllrs. Mark Berryman and Mike Toy Cllr. Berryman gave a summary of the proposal Discussed, concern over noise and potential impact raised. Proposed by Cllr. Berryman, seconded by Cllr. Toms, and AGREED to defer commenting until an acoustic report has been submitted.</p> <p>PA21/01406 The Old China Clay Building and Pergola, Mount Pleasant Road – Listed Building Consent for covered roof extension of terrace and converting pergola roof into a terrace Applicant: Porthleven Harbour & Dock Company Lead: Cllrs. Mark Berryman and Mike Toy Discussed Proposed from the Chair (Cllr. Wallis) and AGREED to defer commenting until an acoustic report has been submitted. <i>Cllr. Toy re-establishes internet connection and re-joins meeting, resumes the Chair</i></p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
101/2021	<p>Public participation (non-planning matters) Green Space adjacent to Bickford Crescent Julia Schofield addressed the Council to give a summary of the proposal for a community garden on the green space adjacent to Bickford Crescent. The ambitious proposal will include a wildflower area, mixed orchard, storage areas, kitchen garden and much more. Noted that the project talks had now stopped as it was discovered that the land had</p>	

	covenants preventing any buildings or trees over 10ft. Requested the Town Council support the removal of these covenants.	
102/2021	Observations upon matters raised during Public Participation Addressed minute 105/2021	
103/2021	Accounts Accounts for approval Clerk provided a list of accounts for approval Proposed from the Chair and AGREED	Clerk
104/2021	Requests for Financial Support None	
105/2021	Green Space adjacent to Bickford Crescent <i>Cllrs. Jorgensen and Toms declared an interest as members of the Porthleven Community Group and left the meeting during this discussion.</i> Cllr. Toy presented request from Cornwall Council on whether the Town Council supported the removal of covenants prohibiting any form of building and trees over 10ft on the green space adjacent to Bickford Crescent which would allow the Porthleven Environment Group to further discussions with Coastline to lease and develop area into a Community Garden. Discussed. Concern raised over the removal of covenants as that could allow for future residential development on a green space once the 15 year lease between the Porthleven Environment Group and Coastline expired. Lack of community engagement to date raised concerns. Porthleven Environment Group commended on their work around town. Proposed by Cllr. Wallis, seconded by Cllr. Toy, and AGREED to the following: <ul style="list-style-type: none"> • Request legal clarification from Cornwall Council as to whether the covenants could be altered or removed with a new covenant put in place, to exclude this land being used for residential development at a later date. Therefore, allowing the Porthleven Environment Group to continue with their proposed subject to agreement with Coastline Housing and full public engagement. • Request the Porthleven Environment Group conduct full public engagement / consultation • Request a formal response from the Porthleven Neighbourhood Plan Steering Group regarding the proposal on a listed green space within the Neighbourhood Plan 	Clerk
106/2021	Porthleven Town Council Public Facebook Page Cllr. Osmond presented the draft social media policy and noted that the first week live on Facebook was positive. Discussed. Noted that the page was to only be used for factual reports and that all posts needed to be proof read by the Clerk. Proposed from the Chair and AGREED to maintain a Porthleven Town Council Official Facebook page Proposed from the Chair and AGREED to adopt the Social Media Policy	Clerk Clerk

	Proposed by Cllr. Wallis, seconded by Cllr. Adair, and AGREED to 2 x administrators (1 to be the Clerk) and 2 x moderators to assist. Cllr. Osmond selected as an administrator with Cllrs. Murray and Adair as moderators.	Clerk
107/2021	Porthleven to Penrose Footpath Item deferred until April at the request of David Turnbull from the South Kerrier Alliance	Clerk
108/2021	<p>Procedural Administration Tasks Clerk presented the following items, in accordance with Annual Governance Accounting Return requirements:</p> <p>a) General Data Protection Regulations</p> <ul style="list-style-type: none"> • Data Protection Policy Proposed from the Chair and AGREED • Privacy Policy Proposed from the Chair and AGREED • Data Protection Asset Register Proposed from the Chair and AGREED <p>b) Standing Orders Proposed from the Chair and AGREED</p> <p>c) Financial Regulations Proposed from the Chair and AGREED</p> <p>d) Asset Register Proposed from the Chair and AGREED</p> <p>e) Risk Assessments Proposed from the Chair and AGREED</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
	Proposed from the Chair and AGREED that in accordance with provisions of the Public Bodies (Admission to Meetings) Act 1960, section 2; the following agenda items will be discussed by the Council in closed session.	
109/2021	<p>Youth Worker Cllr. Osmond provided details including benefits to the young people and community, challenges faced by young people and costings to employ a dedicated Youth Worker Team (2 representatives) for the young people of Porthleven.</p> <p>Discussed. Noted that long term the benefits of early engagement and intervention with young people benefited the whole of society and saved money and resources. The advantages of keeping the provision in house preferable as offered more flexibility and consistency.</p> <p>Proposed from the Chair and AGREED to in house youth provision for the next two years</p> <p>Staffing Committee to draw up job descriptions, specifications and begin recruitment process</p>	Staffing Committee
110/2021	Porthleven Community Group Cllr. Wallis noted that he had been approached by the Porthleven	

	<p>Community Group to request the Town Council consider taking over the organisation of the Torchlight Procession and Duck Race as their numbers were too low to continue. Noted that the Porthleven Community Group would assist with the organisation of the next Torchlight and provide all the required risk assessments etc</p> <p>Discussed</p> <p>Proposed from the Chair and AGREED to over the Porthleven Torchlight Procession and Duck Race.</p>	
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There being no further business, the meeting closed at 8.50pm

Signature: Cllr. Plunkett, Mayor

Date: 8th April 2021

MARCH 2021 - EXPENDITURE EXCEEDING £100

DD	RICOH: Photocopier Jan - March	£ 125.02
DD	CORNWALL COUNCIL: Non Domestic Rates Shute Lane toilets	£ 123.00
DD	CORNWALL COUNCIL: Non Domestic Rates Shrubberies Car Park	£ 274.00
DD	CORNWALL COUNCIL: Non Domestic Rates Institute Cottage	£2,141.00
	STAFFING COSTS: All staff related costs including pension, NI, Tax, HM Revenue Payments etc	£ 3,145.86
5557	P CARVELLY: Maintenance to Town Council owned property / land	£ 617.00
5559	CORMAC: Public Toilet Cleaning March	£ 434.42
5561	MIKE EDWARDS FUND: Section 137 donation	£ 350.00
5562	SW WATER: Institute toilets Oct to Jan	£ 320.84