

**Porthleven Town Council**  
**MINUTES OF THE TOWN COUNCIL MEETING, HELD**  
**AT THE INSTITUTE COTTAGE, CLIFF ROAD**  
**ON THURSDAY, 14<sup>th</sup> APRIL 2022 @ 7pm**

<b>Present:</b>	Cllr. Toy (in the Chair)	Cllr. Munday	Cllr. Berryman
	Cllr. Davies	Cllr. Short	C Thompson (Clerk)
<b>In Attendance:</b>	Mrs J Edwards - MEF	Mr & Mrs Peck	

Minute	AGENDA ITEMS	Action
	<p><b>Apologies for Absence</b> Cllrs. Plunkett, Shainberg, Osmond and Port forwarded their apologies</p> <p><b>Declaration of Interests</b> Cllr. Munday declared a 5b non-registerable interest regarding planning application PA22/02946</p>	
181/2122	<p><b>To receive and approve minutes of the Town Council meeting held on 10<sup>th</sup> March 2022</b> Proposed from the Chair and AGREED as a true and accurate record</p>	
182/2122	<p><b>Matters arising from the minutes of the Town Council meeting held on 10<sup>th</sup> March 2022</b> None</p>	
183/2122	<p><b>Planning – to receive and comment</b></p> <p><b><u>Planning Public Participation</u></b> Mr Peck addressed the Town Council in support of his application PA22/02946, noting the shortage of decent size properties and design was drawn up to maximise space with the minimum disturbance to neighbouring properties.</p> <p><b><u>Category 1 applications:</u></b></p> <p><b>PA22/02298</b> 11 West View – Extension and Alterations Applicant: Mr Dale Webb Discussed Proposed from the Chair and AGREED to support this application</p> <p><b>PA22/02222</b> Belmont, Fore Street – Internal alterations and addition of balcony above an existing single storey habitable space to the rear of Belmont. Replacement of windows and door. Applicant: Mr &amp; Mrs Julian and Kate Counce Discussed Proposed by Cllr. Munday, seconded by Cllr. Short, and AGREED to support this application</p>	<p>Clerk</p> <p>Clerk</p>

	<p><i>Cllr. Munday left the room for the discussion / vote on the following application</i></p> <p><b>PA22/02946</b> Trelowen, 6 Balfield Road – Removal of existing rear extension and roof and replacement with new rear extension and first floor with a mono pitch roof. Applicant: Mr Jono Peck Discussed Proposed from the Chair and AGREED to object as the plans are not in accordance with the policies BE1 and HO4 of the Porthleven Neighbourhood Plan</p> <p><b><u>Category 2 applications:</u></b></p> <p><b>PA22/00149 (amended plans)</b> Land Between 17 and 19 Wellington Road – Proposed new office and dwelling Applicant: Mr Chris Strike Lead: Cllr. Toy Discussed Proposed from the Chair and AGREED to defer until objections from Highways Development Management – West have been addressed</p>	<p>Clerk</p> <p>Clerk</p>
184/2122	<p><b>Public participation (non-planning matters)</b> None</p>	
185/2122	<p><b>Observations upon matters raised during Public Participation</b> None</p>	
186/2122	<p><b>Mayor's Report</b> The Mayor reported opening the season for the Porthleven Bowling Club. The Mayor donated two Cherry Blossom tree saplings which he has planted on the land adjacent to the Withy Field Car Park Noted that he had a number of Willow saplings ready to be planted on the banks of Porthleven Stream, the Moors Recreation Ground, including some adjacent to the Porthleven Harbour and Docks land. Noted that the Environment Agency were supportive. Clerk instructed to notify Porthleven Harbour and Dock Company of the intention as a matter of courtesy</p>	<p>Clerk</p>
187/2122	<p><b>Deputy Mayor's Report</b> Not in attendance</p>	
1882122	<p><b>Town Clerk's Report</b> Town Clerk reported the following: <b>Methleigh Meadow</b> Reported an additional tree has been blown over and damage to the gate entrance. Both items are being dealt with by the groundskeeper. <b>Public toilets</b> Institute Toilets Now open for the season. Some work scheduled including replacing all toilet roll holders, soap dispenser, repairs to one toilet and replacement external doors Shute Lane Toilets</p>	

	<p>Replacement tap and hand dryer fitted (possible vandalism). Plumber scheduled to address issue with slow running urinal and unsteady toilet.</p> <p><b>Mayor and Deputy Mayor Nominations</b></p> <p>May includes the Town Council Annual Meeting during which the Town Council is required to appoint the position of Mayor and Deputy Mayor.</p> <p>Requested nominations and seconder, for anyone wishing to put themselves forward for either role, from two Councillors in writing before Tuesday 10<sup>th</sup> May. The role of Mayor and Deputy Mayor elected via a blind ballot during the meeting</p> <p><b>CALC Teams meeting: Cornwall Council restructure, business and budget planning</b></p> <p>On Thursday 28th April at 11.30am CALC will be hosting a Teams meeting for clerks and members of local councils.</p> <p>Cornwall Council Officers: Tracie Langley, Chief Operating Officer, Tracy Stepney, Head of Financial Planning &amp; Insight and Matt Barton, Head of Strategy &amp; Business Planning, Innovation and Digital, will provide an update on the recent Cornwall Council restructure, Council business plan and budget planning.</p> <p><b>Portreath Climate Group</b></p> <p>Portreath Climate Group are launching a green energy day in May, focusing on how households can conserve energy (with the rising costs) speakers and companies sharing ideas and information. There is a particular focus on old cottages and how they can be better insulated. Invitation to attend has been extended to the Council</p>	
189/2122	<p><b>Cornwall Councillor Report</b></p> <p>No report submitted</p>	
190/2122	<p><b>Accounts</b></p> <p>Accounts for payment</p> <p>Clerk provided a detail of accounts for approval</p> <p>Discussed</p> <p>Proposed from the Chair and AGREED</p>	Clerk
191/2122	<p><b>Requests for Financial Support</b></p> <p>None</p>	
192/2122	<p><b>Reports on Meetings Attended as a representative of Porthleven Town Council</b></p> <p>Cllr. Plunkett: Not in attendance</p> <p>Cllr. Shainberg: Not in attendance</p> <p>Cllr. Port: Not in attendance</p> <p>Cllr. Munday: None</p> <p>Cllr. Short: Public Hall meeting – now fully open, following Covid restrictions, complete with new audio system</p> <p>Cllr. Berryman: None</p> <p>Cllr. Davies: None</p>	
193/2122	<p><b>No Mow May</b></p> <p>Discussed adopting a ‘No Mow May’ policy for 2022 for all open spaces under the remit of Porthleven Town Council</p> <p>Proposed from the Chair and AGREED to adopt ‘No Mow May’, in</p>	

	<p>partnership with Climate Action Porthleven, for the outer strips, approximately 2-3m, of Town Council green spaces to allow bees and other pollinators to flourish and leave areas for local residents / visitors to enjoy.</p>	Clerk
194/2122	<p><b>Defibrillators</b></p> <p>Clerk presented request from the Mike Edwards Fund to take responsibility of the defibrillators in Porthleven including ongoing funding and a breakdown of costs</p> <p>Discussed at length</p> <p>Proposed from the Chair and AGREED to take responsibility of the 6 defibrillators from the Mike Edwards Fund.</p> <p>Handover date to be arranged for June 2022</p>	Clerk
195/2122	<p><b>Site Address Registration</b></p> <p>Clerk presented a consultation request regarding the proposed name of 'Tripolitania' development site</p> <p>Discussed</p> <p>Proposed from the Chair and AGREED to suggest 'Tripolitania Close' as new address for the 3 dwellings being built</p>	Clerk
196/2122	<p><b>Memorial Picnic Bench</b></p> <p>Request to erect a memorial picnic bench on Methleigh Meadow in memory of David Taylor discussed.</p> <p>Proposed from the Chair and AGREED, subject to formal written notification of size / exact location</p>	Clerk
197/2122	<p><b>Cornwall Council CIL Funding</b></p> <p>Discussed submitting an expression of interest for funding to update the play area on the Moors Recreation Ground</p> <p>Proposed by Cllr. Short, seconded by Cllr. Davies, and AGREED to submit an expression of interest to Cornwall Council for CIL funding.</p> <p>Cllr. Short and Clerk to obtain quotes for replacement play equipment</p>	Clerk Cllr. Short / Clerk
	<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 will be discussed by the Council in closed session.</p>	
198/2122	<p><b>Youth Provision</b></p> <p>Clerk presented proposal from Young People Cornwall, noting that proposals had also been requested from three other organisations who either could not offer the service or had not responded. Noted that this was a joint initiative with Helston Town Council with Porthleven receiving 1 session per week and Helston 2 sessions per week, finance broken down accordingly</p> <p>Noted that the proposal was £651.33 over the budget line for Youth Provision</p> <p>Discussed</p> <p>Proposed from the Chair and AGREED to accept the proposal, with the understanding that it was over the budget line, from Young People Cornwall subject to Helston Town Councils approval.</p> <p>Clerk given delegated authority to finalise details of the proposal with Young People Cornwall / Helston Town Council</p>	Clerk

199/2122	<p><b>Porthleven Football Club Lease</b></p> <p>Clerk presented the draft for consideration and approval. Discussed</p> <p>Proposed by Cllr. Short, seconded by Cllr. Munday, and AGREED not to pass on legal costs for drawing up leases to Porthleven Football Club, Porthleven Bowling or Porthleven Cricket Club</p> <p>Proposed by Cllr. Davies, seconded by Cllr. Toy, and AGREED to lease at £100 per annum, whereas rental valuation was £500 per annum, as the land leased to the Porthleven Football Club is to promote and improve social well-being in Porthleven, in accordance with Section 127 of the Local Government Act 1972.</p> <p>Proposed from the Chair and AGREED approval of the draft lease</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
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There being no further business, the meeting closed at 8.15pm

Signature: ..... Cllr. Toy, Mayor

Date: 12<sup>th</sup> May 2022

## APRIL 2022 - EXPENDITURE EXCEEDING £100

CORNWALL COUNCIL: Non Domestic Rates Shrubberies Car Park	£ 118.25
CORNWALL COUNCIL: Non Domestic Rates Institute Cottage	£ 219.60
RICOH: Photocopier Mar - May	£ 117.83
STAFFING COSTS: All staff related costs including pension, NI, Tax, HM Revenue Payments etc	£ 6,802.23
INDEPENDENT RURAL SERVICES: Ground Maintenance	£ 724.00
CALC: Annual membership	£ 1,055.21
RGB BUILDING SUPPLIES: Materials for maintenance works	£ 350.29
IAN GREGORY: Maintenance including Memorial Cross and repairs to play park equipment	£ 957.50
BHIB LTD: Annual insurance premium	£ 5,392.03
EDF: Institute Light (quarterly)	£ 193.17
C THOMPSON: expenses including Fasthosts website hosting, laptop stand, keyboard & mouse in accordance with DSE, additional keys for Institute Toilets and replacement toilets roll holders x 3 / soap dispenser for Institute Toilets	£ 219.80
INSIGNIA LTD: Jubilee Mugs	£ 1,113.00
ELECTRIC JON: Supply / fit hand dryer Shute Lane toilets	£ 258.00