

Porthleven Town Council
MINUTES OF THE TOWN COUNCIL MEETING, HELD
AT METHODIST CHURCH, FORE STREET, PORTHLEVEN
ON THURSDAY, 9th MARCH 2023 @ 7pm

Present:	Cllr. Toy (in the Chair)	Cllr. Shainberg	Cllr. Port
	Cllr. Berryman	Cllr. Munday	Cllr. Davies
	Cllr. Short	Corrie Thompson (Clerk)	
In Attendance:	Cornwall Cllr. Keeling	Ms J Lansdown – CC Affordable Housing Team	Ms Sally Henthorn – CC Affordable Housing Team
	Darren Beer – Robertson Developments	Jason Mitchell - Robertson Developments	David Webb - Robertson Developments
	Mr T Wells	Ms L Kite	Mr Hendy
	Ms Johnson		

Minute	AGENDA ITEMS	Action
	<p>Apologies for Absence None</p> <p>Declaration of Interests Cllr. Munday declared an interest regarding Town Clerks' report as included item from his daughter</p>	
1452223	<p>Minutes of the Town Council meeting held on 9th February 2023 Proposed from the Chair and AGREED as a true and accurate record</p>	
1462223	<p>Matters arising from the minutes of the Town Council meeting held on 9th February 2023 None</p>	
147/2223	<p>Planning – to receive and comment <u>Planning Public Participation</u> Mr Wells addressed the Town Council to request consideration be given to for self-build to be included in the development proposal, PA23/00071/preapp, which is consistent with policies of the Cornwall Local Plan with regard to self-build provision, and with policies and aims outlined in the Porthleven Neighbourhood Development Plan</p> <p><u>Category 1 applications:</u> PA23/00982 52 St Peters Way – Retrospective application for non-material amendment to PA16/03706 for a proposed replacement garage, namely 1) shallower roof, and 2) reduction in windows from three to one. Applicant: Mrs Nessa Wells Discussed Proposed by Cllr. Shainberg, seconded by Cllr. Port, and AGREED to support</p>	Clerk

	<p>PA22/10937 Torre Vean Manor, Thomas Terrace – Change of Use from HMO to a Full Residential Dwelling Applicant: Mr N Gerasimidis Discussed Proposed by Cllr. Munday, seconded by Cllr. Short, and AGREED to support</p> <p><u>Category 2 applications:</u> PA23/00707 - Withdrawn Former Gig Club, Harbour Head – Proposed New Restaurant Applicant: Osborne, Porthleven Harbour & Dock Company Lead: Porthleven Town Council Withdrawn, not discussed</p> <p><u>Pre-Applications</u> PA23/00071/preapp OS Field 4900 Wellington Road – Pre application advice for erection of 70 dwellings with associated access, roads, footpaths, drainage, public open space and landscaping Applicant: Jason Mitchell, Robertson Developments Limited <i>The Mayor suspended standing orders to allow Mr Beer, Robertson Developments Ltd, to address the Town Council</i> Mr Beer presented the pre-application for 70 properties including an element of 21 affordable / shared ownership properties. Development to have a single point of vehicular access via Wellington Road with footpaths leading to Gibson Way and the school, allocated parking for 2 vehicles per unit and an allowance for visitor parking. Currently reviewing and discussing recommendations made by Cornwall Council Highways. Consideration is being made to include an element of self-build plots. Discussed Proposed from the Chair and AGREED to support the pre-application subject to amendments recommended by Cornwall Council Highways and request that an element of self-build plots be considered.</p>	<p>Clerk</p> <p>Clerk</p>
148/2223	<p>Public participation (non-planning matters) None</p>	
149/2223	<p>Observations upon matters raised during Public Participation None</p>	
150/2223	<p>Mayor’s Report The Mayor reported attending informal onsite meeting regarding PA23/00707, subsequently withdrawn</p>	
151/2223	<p>Deputy Mayor’s Report None</p>	
152/2223	<p>Town Clerk’s Report Town Clerk reported the following: Casual Vacancies Following the retirement of Cllr. Plunkett, a formal election will be called to fill this position following the request of 10 members of the public. Notices have been published regarding the retirement of Cllr. Osmond.</p>	

	<p>Deadline for submissions is 13th March, if the required number do not request an election, this position will be advertised under the co-option process or if an election is requested both positions will be advertised / filled via election. Notices for the election will go out on 14th March</p> <p>Sonia Sjolholm</p> <p>Following the passing of Sonia Sjolholm, local artist, her family kindly chose the Bickford Smith Institute for donations at the funeral. A total of £81.17 has been received, our thanks to the family</p> <p>Request to use the room adjacent to the Snooker Hall</p> <p>Request received post agenda, to use the room adjacent to the snooker hall to hold a small art exhibition as part of their degree course at Bath Spa University at the end of April. Council minded to approve subject to ratification formally during the April meeting</p>	Clerk
153/2223	<p>Cornwall Councillor Report</p> <p>Cllr. Keeling provided the following report on a number of items including: 'Cornwall Council meeting on the 21st of February included the setting a balanced budget, which is a lawful requirement. Thus, savings and cuts are required, in the order of £55m, to enable the council to absorb around half the £106m inflationary and demand pressures on our services which cannot be funded by the total increase in our net resources of £51m. Inflation increases have dominated the budget setting process over the summer months.</p> <p>Cornwall Council annual budget has been set at £371.48m and Cornwall Council element of council tax be increased by 2.99% plus a levy of 2% to be spent solely on adult social care for the financial year 2023/24 – an overall increase of 4.99% equivalent to a band D charge of £1802.79.</p> <p>Cllr. Keeling was asked if there was any update on the required repairs / replacement of the fence adjacent to the Cricket Club. Noted that Highways were working on a plan however due to the location of the support posts this would need careful consideration and would also require the re-location of the street light (which currently partially blocks the pavement)'</p>	
154/2223	<p>Accounts</p> <p>Accounts for payment</p> <p>Clerk provided detail of accounts for approval</p> <p>Discussed</p> <p>Proposed from the Chair and AGREED</p>	Clerk
155/2223	<p>Requests for Financial Support</p> <p>None</p>	
156/2223	<p>Reports on Meetings Attended as a representative of Porthleven Town Council</p> <p>Cllr. Berryman – Informal onsite planning meeting regarding PA23/00707, subsequently withdrawn, and confirmed that the Porthleven Food Festival Committee had agreed to the conditions regarding using the Moors Recreation Ground</p> <p>Cllr. Short – Public Hall meeting, reported the Chair was stepping down due to poor health and as such an AGM was to be called. Also noted that the Porthleven Lights Committee were organising a fashion show, which</p>	

	<p>will include the Mayor, to raise funds. Informal onsite planning meeting regarding PA23/00707, subsequently withdrawn</p> <p>Cllr. Munday – Porthleven Cricket Club AGM and informal onsite planning meeting regarding PA23/00707, subsequently withdrawn</p>	
157/2223	<p>Procedural Administration Tasks</p> <p>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 <p>Proposed from the Chair and AGREED</p> <ul style="list-style-type: none"> • Privacy Policy <p>Proposed from the Chair and AGREED</p> <ul style="list-style-type: none"> • Data Protection Asset Register <p>Proposed from the Chair and AGREED</p> <p>b) Standing Orders</p> <p>Proposed from the Chair and AGREED</p> <p>c) Financial Regulations</p> <p>Proposed from the Chair and AGREED</p> <p>d) Investment Strategy</p> <p>Proposed from the Chair and AGREED</p> <p>e) Risk Assessments</p> <p>Proposed from the Chair and AGREED</p> <p>f) Asset Register</p> <p>Proposed from the Chair and AGREED</p>	Clerk
158/2223	<p>Bickford Smith Institute</p> <p>Clerk provided details of funding via the Cornwall and Isles of Scilly shared prosperity fund, Culture and Heritage Led Regeneration and Skills Funding Grant</p> <p>Discussed, noted current figures would need to include a contingency of 15% percent to allow for additional cost increases</p> <p>Proposed from the Chair and AGREED to submit an expression of interest to the Culture and Heritage Led Regeneration and Skills Funding Grant</p>	Clerk
159/2223	<p>Notice of Election</p> <p>Clerk reported receiving a request Cornwall Council as to whether to issue Poll Cards, if a contested election, to fill casual vacancy to be filled via election. Noted to issue poll cards would have an additional cost of £1,200</p> <p>Discussed</p> <p>Proposed from the Chair and AGREED to not issue poll cards, if a contested election</p>	Clerk
160/2223	<p>King Charles III Coronation</p> <p>Clerk presented 3 quotes for Coronation mugs to give to the school children at Porthleven School</p> <p>Proposed from the Chair and AGREED to proceed with quote 1 (Insignia Ltd)</p>	Clerk

	Discussed holding a 'big lunch' picnic in the park event to celebrate the Coronation of King Charles III, event to include sack races, egg and spoon races etc. Cllrs. Davies, Short and Toy volunteered to assist	Clerk
	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.	
161/2223	<p>Porthleven Arts Community</p> <p>Clerk presented proposal from Porthleven Arts Community regarding the Bickford Smith Institute</p> <p>Discussed</p> <p>Proposed from the Chair and AGREED to request the following information to enable the Council to fully consider the proposal:</p> <ul style="list-style-type: none"> • Details of covenants referred to in proposal • Full profit and loss accounts of the Porthleven Arts Community for each year since its formation 	Clerk

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

Signature: Cllr. Toy, Mayor

Date: 13th April 2023

MARCH 2023 - EXPENDITURE EXCEEDING £100

	£
CORNWALL COUNCIL: Non Domestic Rates Shrubberies Car Park	114.00
	£
CORNWALL COUNCIL: Non Domestic Rates Institute Cottage	225.00
	£
OPUS ENERGY: Institute Cottage	133.94
STAFFING COSTS: All staff related costs including pension, NI, Tax, HM Revenue Payments etc	£
	3,628.53
	£
PORTHLEVEN HARBOUR HEDGIES: Section 137 donation (minute 138/2223)	500.00
	£
INDEPENDENT RURAL SERVICES: Ground Maintenance	388.00
	£
RANDLE THOMAS: Legal fees Amenity Area transfer	212.00
	£
SOURCE FOR BUSINESS: Water services Harbour Road toilets	923.03