

**Porthleven Town Council**  
**MINUTES OF THE TOWN COUNCIL MEETING, HELD**  
**AT INSTITUTE COTTAGE, CLIFF ROAD**  
**ON THURSDAY, 13<sup>th</sup> JUNE 2024 @ 7pm**

<b>Present:</b>	Cllr. Toy (in the Chair)	Cllr. Munday	Cllr. Naylor
	Cllr. Berryman	C Thompson (Clerk)	
<b>In Attendance:</b>	Cllr. Keeling – Cornwall Council	Mr Stapleton - Seefar	

Minute	AGENDA ITEMS	Action
	<p><b>Apologies for Absence</b> Cllr. Davies, Shainberg, Short, Port and Horne forwarded their apologies</p> <p><b>Declaration of Interests</b> None</p>	
017/2425	<p><b>To receive and approve minutes of the Annual Meeting and Town Council meeting held on 11<sup>th</sup> May</b> Cllr. Naylor to be listed as an additional liaison with Porthleven Football Club Proposed from the Chair and AGREED as a true and accurate record</p>	Clerk
018/2425	<p><b>Matters arising from the minutes of the Annual Meeting and Town Council meeting held on 11<sup>th</sup> May</b> None</p>	
019/2425	<p><b>Planning – to receive and comment</b>  <u><b>Planning Public Participation</b></u>            Mr Stapleton addressed the Town Council to support his application for Seefar, noted changes had been made to the proposals relating to concerns raised by Planning Officer on the original application.  <u><b>Category 1 applications:</b></u>  <b>PA24/03286</b>            15 Peverell Road – The proposed works will include the installation of 5 no. roof-mounted solar panels to the front roof of the property located within the conservation area of Porthleven.            Applicant: Miss Jordan Willis South Coast Building Company Limited            Proposed by Cllr. Munday, seconded by Cllr. Naylor, and AGREED to support this application.  <b>PA24/03268</b>            30 Treza Road – Proposed Side Extension            Applicant: Mr Payne            Proposed by Cllr. Naylor, seconded by Cllr. Berryman, and AGREED to support this application  <b>PA24/03083</b>            4 Bay View Terrace – Listed Building Consent for window replacement</p>	<p>Clerk</p> <p>Clerk</p>

	<p>Applicant: Mr and Mrs Barry Cotton</p> <p>Proposed from the Chair and AGREED to object to this application in accordance with comments made by Historic Environment Planning that this application would harm the setting and character of this building within a long terrace</p> <p><b>PA24/02294</b></p> <p>Penrose House, Penrose Estate – Listed Building Consent for the installation of fire rated meter box in Library and fire partition cladding in Corridor.</p> <p>Applicant: Mr Rob George National Trust</p> <p>Proposed from the Chair and AGREED to support this application</p> <p><b>PA24/03649</b></p> <p>Seefar House, Peverell Terrace – Refurbishment of Seefar House including replacement roof, extensions and external alterations, landscaping and new vehicular access, along with refurbishment of Seefar Cottage</p> <p>Applicant: Mr and Mrs Stapleton</p> <p>Proposed from the Chair and AGREED to support this application</p> <p><b>PA24/03894</b></p> <p>9 Bay View Terrace – Listed building consent for proposed internal alterations to create room in roof along with conservation rooflights to rear.</p> <p>Applicant: Mr Birch</p> <p>Proposed from the Chair and AGREED to support this application subject to the additional information, requested by Historic Environment Planning, being submitted and approved</p> <p><b>PA24/02544</b></p> <p>North End, Methleigh Bottoms – Demolition of former cottage and erection of two dwellings.</p> <p>Applicant: Mrs Crookes</p> <p>Proposed from the Chair and AGREED to object to this application for the following reasons: Out of keeping within the conservation area Over development of site</p> <p><b>PA24/03897</b></p> <p>Field Rear of Porthleven School, Torleven Road – Proposed new youth football pitch, parking and storage containers</p> <p>Applicant: Mr Rob Hichens, Porthleven AFC</p> <p>Proposed by Cllr. Munday, seconded by Cllr. Naylor, and AGREED to support this application</p> <p><b><u>Category 2 applications:</u></b> None</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
020/2425	<p><b>Public participation (non-planning matters)</b> None</p>	
021/2425	<p><b>Observations upon matters raised during Public Participation</b> None</p>	
022/2425	<p><b>Mayor's Report</b> The Mayor reported:</p>	

	<p>D-Day 80<sup>th</sup> Anniversary – thanked all those helped on the day, including Porthleven Town Band. Over £240 raised for the Royal British Legion.</p> <p>Noted that he had been approached by BigEats, who are placing banners / signage on the highway to stop parking, and wants double yellow lines outside the entrance to BigEats. Cllr. Keeling volunteered to report to obstructions to the highway to Cornwall Council Highways.</p> <p>Noted his concern over Coastline selling another property. Clerk to write to Coastline to seek clarification regarding reason for sale as EPC rating within guidelines.</p>	Clerk
023/2425	<p><b>Deputy Mayor's Report</b></p> <p>Not in attendance</p>	
024/2425	<p><b>Town Clerk's Report</b></p> <p>Town Clerk reported the following:</p> <p><b>Class Q Planning Applications</b></p> <p>PA24/02602</p> <p>Prior approval for the change of use of an agricultural building to a use as five units falling within Class C3 (dwellinghouses)</p> <p>Venton Vedna Farm Porthleven Helston Cornwall TR13 0RG</p> <p>Above proposal was put forward as a change of use under Class Q of the Town and Country Planning General Permitted Development Order 2015 (as amended), this allows for change of use of agricultural buildings to dwellings under a simplified route whereby they do not apply for full planning permission.</p> <p>It does not allow Cornwall Council to consult with the normal consultees but they do display a site notice. This has become a route some landowners are taking to gain permission for conversion of buildings which would otherwise not normally be permitted to be converted under planning policy set out in the Cornwall Local Plan or our Porthleven Neighbourhood Plan.</p> <p>Cornwall Council have some guidance online which is due to be updated as Class Q was altered this week, with one of the changes being increasing the number of converted dwellings from 5 to 10.</p> <p><a href="https://www.cornwall.gov.uk/.../planning-technical-guidance/">https://www.cornwall.gov.uk/.../planning-technical-guidance/</a></p> <p><b>Audit</b></p> <p>Currently liaising with our Internal Auditor and will be calling a special meeting at the end of the month to approve the final Annual Governance and Accountability Return for 2023 - 24</p>	Clerk
025/2425	<p><b>Cornwall Councillor Report</b></p> <p>Cllr. Keeling reported on a number of items including:</p> <p>At a strategic level, the council met and the leader, chair and vice-chair of the council were reinstated. Cllr. Keeling was voted back in as the chairman of the newly re-branded Corporate Finance and Performance Overview and Scrutiny Committee.</p> <p>The trees and shrubs at Stop gate have been cut back, so improving visibility.</p>	
026/2425	<p><b>Accounts</b></p> <p>a) Accounts for payment</p> <p>Clerk provided details of accounts for approval</p>	

	Discussed Proposed from the Chair and AGREED b) Year End Accounts 2023 - 24 Clerk provided a copy of the year end accounts Discussed Proposed from the Chair and AGREED	Clerk     Clerk
027/2425	<b>Requests for Financial Support</b> None	
028/2425	<b>Reports on Meetings Attended as a representative of Porthleven Town Council</b> Cllr. Naylor: D-Day 80 <sup>th</sup> Anniversary event Cllr. Munday: D-Day 80 <sup>th</sup> Anniversary event Cllr. Berryman: D-Day 80 <sup>th</sup> Anniversary event	

There being no further business, the meeting closed at 8.25pm

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

Date: 11<sup>th</sup> July 2024

## **JUNE 2024 - EXPENDITURE EXCEEDING £100**

CORNWALL COUNCIL: Non Domestic Rates Shrubberies Car Park	£104.00
CORNWALL COUNCIL: Non Domestic Rates Institute Cottage	£204.00
STAFFING COSTS: All staff related costs including pension, NI, Tax, HM Revenue Payments etc	£3,955.33
CLEAR COUNCILS: Annual insurance premium	£6,239.35
PLAYSAFETY LTD: Annual inspection	£127.20
INDEPENDENT RURAL SERVICES: Ground Maintenance	£862.00
PLANNING PORTAL: PFC agreed minute 014/2425	£216.50
CORSEV: Public toilet cleaning	£1,800.03