

**Porthleven Town Council**  
**MINUTES OF THE TOWN COUNCIL MEETING, HELD**  
**AT INSTITUTE COTTAGE, CLIFF ROAD**  
**ON THURSDAY, 11<sup>th</sup> JULY 2024 @ 7pm**

<b>Present:</b>	Cllr. Toy (in the Chair)	Cllr. Munday	Cllr. Naylor
	Cllr. Berryman	Cllr. Horne	Cllr. Port
	C Thompson (Clerk)		
<b>In Attendance:</b>	Cllr. Keeling – Cornwall Council	Mr Salter (PA24/04106)	

Minute	AGENDA ITEMS	Action
	<p><b>Apologies for Absence</b> Cllr. Davies, Shainberg and Short forwarded their apologies</p> <p><b>Declaration of Interests</b> None</p>	
033/2425	<p><b>To receive and approve minutes of the:</b></p> <p><b>a) Town Council meeting held on 13<sup>th</sup> June</b> Proposed from the Chair and AGREED as a true and accurate record</p> <p><b>b) Special Town Council meeting held on 26<sup>th</sup> June</b> Proposed from the Chair and AGREED as a true and accurate record</p>	Clerk
034/2425	<p><b>Matters arising from the minutes of the:</b></p> <p><b>a) Town Council meeting held on 13<sup>th</sup> June</b> None</p> <p><b>b) Special Town Council meeting held on 26<sup>th</sup> June</b> None</p>	
035/2425	<p><b>Planning – to receive and comment</b></p> <p><b><u>Planning Public Participation</u></b></p> <p>Mr Salter addressed the Council to note that care and attention had been given to their planning application, PA24/04106, to ensure that the plans were in keeping with energy efficiency being a priority.</p> <p><b><u>Category 1 applications:</u></b></p> <p><b>PA24/04352</b> Praze Farm, Green Lane – Proposed detached garage and landscaping Applicant: Dr John Slade Proposed from the Chair and AGREED to support</p> <p><b>PA24/04106</b> 58 St Peters Way – Erection of a Replacement Dwelling Applicant: Mr John Salter Discussed Proposed by Cllr. Port, seconded by Cllr. Horne, and AGREED to support</p> <p><b><u>Category 2 applications:</u></b></p>	<p>Clerk</p> <p>Clerk</p>

	None	
036/2425	<b>Public participation (non-planning matters)</b> None	
037/2425	<b>Observations upon matters raised during Public Participation</b> None	
038/2425	<b>Mayor's Report</b> The Mayor reported: Attending St Peter's-tide and Community Area Partnership meeting, during which he was elected as Vice Chair.	
039/2425	<b>Deputy Mayor's Report</b> Not in attendance	
040/2425	<b>Town Clerk's Report</b> Town Clerk reported the following: <b>PA24/03083</b> 4 Bay View Terrace – Listed Building Consent for window replacement Applicant: Mr and Mrs Barry Cotton Noted that the above application had been reported to Cornwall Council Enforcement Team as the windows were replaced while the planning permission was still outstanding and installed a metal chimney / flue (not mentioned with the planning application). Note planning permission has subsequently been refused.	
041/2425	<b>Cornwall Councillor Report</b> Cllr. Keeling reported on a number of items including: Concerns raised over parking opposite Ellison Gardens, reported that he had requested this be investigated. Noted that he was currently in discussion with the Planning Officers regarding a number of outstanding applications, details will follow	
042/2425	<b>Accounts</b> Clerk provided details of accounts for approval Discussed Proposed from the Chair and AGREED	Clerk
043/2425	<b>Requests for Financial Support</b> None	
044/2425	<b>Reports on Meetings Attended as a representative of Porthleven Town Council</b> Cllr. Horne: Public Hall Meeting / AGM – noted they were working on plans to engage with local community Cllr. Berryman: St Peter's-tide Service	
045/2425	<b>Loe Bar Fingerpost</b> Currently waiting on costs to repair / replace. Clerk instructed to proceed if under £500	Clerk
	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	

046/2425	<p><b>Bickford Smith Institute</b></p> <p>The Mayor reported that following discussions with the Working Party it would be beneficial to approach the last trustee, Mr D Mitchell, to discuss plans and provide an update</p> <p>Proposed from the Chair and AGREED</p> <p>Clerk was in the process of working with Chris Strike to obtain an up-to-date Quantity Survey on proposed works</p>	<p>Clerk / Chair</p> <p>Clerk</p>
047/2425	<p><b>Property Asset Release</b></p> <p>Clerk presented details of the property asset release of a green space proposed by Cornwall Council.</p> <p>Discussed</p> <p>Proposed from the Chair and AGREED to express an interest to transfer to the Town Council to protect the open green space for community use</p>	<p>Clerk</p>

There being no further business, the meeting closed at 8pm

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

Date: 12<sup>th</sup> September 2024

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

	£
CORNWALL COUNCIL: Non Domestic Rates Shrubberies Car Park	104.00
	£
CORNWALL COUNCIL: Non Domestic Rates Institute Cottage	204.00
	£
RICOH: Photocopier Jun-Aug	117.83
STAFFING COSTS: All staff related costs including pension, NI, Tax, HM Revenue Payments etc	£ 15,548.83
	£
INDEPENDENT RURAL SERVICES: See below	862.00
	£
CORSEV FACILITIES LTD: Public toilet cleaning	2,328.71
	£
CEC: Bat Emergance Report (BSI)	770.40
	£
HUDSON ACCOUNTING: Internal Year End Audit 2023/24	350.00
	£
EDF: Institute Light (quarterly)	315.15