

Minutes from the FULL MEETING of PORTREATH PARISH COUNCIL

on Monday 1st June 2026, held at St. Mary's Church Hall, 6:30pm

Councillors:

Mr. I. Stewart, Mr. D. Crabtree, Mrs. S. Nash, Ms. J. Cafe. Mrs. A. Jarman (from the point mentioned)

3 Members of the Public

Lucy Jose – Clerk to the Council

Julia Pascoe – Parish Council Support Officer

Abbreviations:

CC	Cornwall Council
EA	Environment Agency
PPC	Portreath Parish Council
NKEP	North Kerrier & East Penwith Community Area
MVRG	Mining Villages Regeneration Group
CAP	Community Area Partnerships
PIC	Portreath Improvements Committee
PAL	Portreath Association Limited
CaP	Climate Action Plan
CAN	Climate Action Network
CAWG	Climate Action Working Group
WAAF	Women's Auxiliary Air Force
CIL	Community Infrastructure Levy
TOR	Terms of Reference
FOI	Freedom of Information
MSAS	Mobile Speed Activated Sign
LMP	Local Maintenance Partnership
SWCP	South West Coast Paths
PFRAG	Portreath Flood Resilience Action Group
NPS	Neighbourhood Priority Statement
FSCS	Financial Services Compensation Scheme
CSO	Combine Sewage Overflow
EDM	Event Duration Monitoring

26314 Chairman's Welcome

The Chairman welcomed those present to the meeting and explained the safety procedures.

26315 To confirm the minutes of the full meeting of the council held on Monday 11th May 2026

Councillors unanimously **RESOLVED** the minutes for the meeting held on 11th May 2026 be signed as constituting an accurate record of proceedings.

Cllr. Jarman joined the meeting at this point.

26316 To Receive Apologies

The meeting noted apologies from Cllrs G. Tull, M Hitchen, J Tull and J Parker.

26317 To Receive Declarations of Members Interests Members to declare disclosable pecuniary interests and non-registerable interests (including the details thereof) in respect of any items on this agenda including any gifts or hospitality exceeding £25.

None.

26318 Members Dispensations

a. To note approved dispensations relevant to items on the agenda

The meeting noted that Cllrs. Stewart, Nash & Cafe have dispensations to speak and vote on this matter of the Environment Agency Flood Resilience Flood Resilience Project.

b. To discuss and determine any new dispensations received

None.

26319 Chairman's Report

The meeting noted the Chairman's Report. [Chairman's Report](#)

26320 Public Participation Session, when members of the public may raise matters with Councillors, (limited to 3 minutes per speaker with a maximum of 15 minutes in total)

None.

26321 To receive the report of Cornwall Councillor Cliff Crawford, authorise any actions and consider any associated expenditure

The meeting noted CC Crawford's report. [CC Crawford's report](#)

26322 Planning

a. To give consideration as consultees to:

- i. [PA26/03085 | Works to Tree\(s\) covered by a Tree Preservation Order \(TPO\) - T1 - Sycamore - Crown reduce by 2-3m. | Kerensa An Mordros 7 Hillside Portreath Redruth Cornwall TR16 4LL](#)

The meeting noted the trees officer raised no objection to the proposed works. Members of Portreath Parish Council unanimously **RESOLVED** to support the proposal provided safe access is maintained for users of the footpath number 223/6/1.

b. To give consideration as consultees to any planning applications received since the preparation of this agenda

The meeting noted planning application PA26/02233 had been received, but would be considered at an additional meeting of the council on the 15th June, prior to the Staffing Committee meeting.

[PA26/02233 | Proposed Side Extension for Disabled Person. | Geevor Chapel Meadow Porthtowan Truro Cornwall TR4 8FB](#)

c. To give consideration to any planning applications referred to the council under the 5-day notice protocol

None.

d. To note any planning appeals

- i. [EN25/00751 | Without planning permission, the construction of a residential dwelling and the associated material change of use of the land from agricultural to residential, together with related development and engineering operations to terrace and regrade the land, construction of retaining walls, hardstanding areas, domestic timber fencing, and erection of large timber childrens play equipment and associated domestic paraphernalia. | Land NE Of Tramside Farm Nancekuke Redruth Cornwall TR16 5UF](#)

The meeting noted enforcement appeal EN25/00751.

e. To receive the report of planning decisions and correspondence and authorise any actions

The meeting noted planning application [PA26/01731 | Demolition of Existing Lean-To Garage and Construction of Single Storey Extension with Annexe Accommodation & Construction of Detached Garage & Associated Works | Fairview Nancekuke Redruth Cornwall TR16 5UG](#) had been approved.

26323 To receive the following reports, authorise any action and consider associated expenditure

a. Finance

i. To receive report on the balance of the bank account

The Clerk reported that on the 31st May 2026 the balance of the current account stood at £25,519.31 and the balance of the Savings Account stood at £137,228.92. The bank statements for the month of April 2026 were signed by the Cllr. Nash.

ii. To approve the bank reconciliation for the month of May 2026

The Clerk presented the Bank reconciliation for the month of May 2026 to the meeting. This was approved by councillors and signed by Cllr. Nash.

iii. To receive the Payment Schedule for the period 1st May 2026 – 31st May 2026 and authorise payment of invoices received, and payments scheduled for 1st June 2026– 30th June 2026

Outlining the payment schedule the Clerk detailed payments made totalling £7596.10 for the period 1st May 2026 – 31st May 2026 and payments totalling £16020.00 due for payment in the period 1st June 2026 – 30th June 2026. Cllr. Stewart proposed that the clerk line up payments as listed in the schedule. This was seconded by Cllr. Crabtree, put to the meeting and carried unanimously.

iv. To note any income received

The meeting noted income totalling £10.59 donations towards the running of the public toilets.

v. To note the price change of the Flexible Octopus Business tariff effective from the 1st June 2026

The meeting noted the price change of the Flexible Octopus Business Tariff.

b. Staffing Committee

A meeting of the Staffing Committee would be held on 15th June 2026 at 6.45pm at the Community Hub.

c. Clerks Report, authorise any action and consider associated expenditure

i. General Update

The Clerk advised members that they were finally catching up from the work overload over the last few months.

Following a report of dead tree on the Duke of Leeds Land a tree works quotation had been requested and received. The Clerk would action the work to go ahead under delegated authority, being an emergency situation.

The Clerk informed the meeting that they would be out of office on the 3rd and 17th June for full training days with the SLCC. Topics being covered included:

- Managing conflict in Parish and Town Councils'
- CCLA (Churches, Charities and Local Authorities) – Finance Update
- Terrorism (Protection of Premises Act 2025)
- Properties: Freehold Acquisition, Leases and Licences: 10 things you need to know
- Making the AGAR digital

- Raising local resilience
- Navigating change proper practices, what's next
- Assertion 10 compliance
- Shared decision making for neighbourhoods
- Multi location meetings

ii. To note the proposed installation Realtime Passenger Information (RTPI) digital bus timetable screens in Portreath

The meeting noted the proposed installation Realtime Passenger Information (RTPI) digital bus timetable screens in Portreath.

iii. To approve the installation of a Realtime Passenger Information (RTPI) digital bus timetable screens at the parish office

The meeting approved the installation of a Realtime Passenger Information (RTPI) digital bus timetable screens at the parish office.

iv. To approve the application for the grant from Cllrs Crawfords Community Chest for the cost of the electrical installation required for the installation of a Realtime Passenger Information (RTPI) digital bus timetable screen at the parish office

The meeting approved the application for the grant from Cllrs Crawfords Community Chest for the cost of the electrical installation required for the installation of a Realtime Passenger Information (RTPI) digital bus timetable screen at the parish office.

d. YOUTH Engagement Working Group

Unfortunately, the application to the proceeds of crime fund was unsuccessful but Sector Inspector is supporting us in identifying other potential funding streams. In the meantime, we work to the Parish council budget and expand service as funding or donations become available. The Clerk advised 14 children were present at the 30th May 2026 session of Chips and Chill. The Clerk suggested the council consider additional outreach sessions between now and the school holidays, however no provision had been made for this in the budget. Portreath Parish Council was funding the period of the school holidays. Cllr. Nash and Cllr. Jarman would contact Portreath Improvements Committee to ask if they would be willing to contribute to the cost.

e. Love Portreath CAN

The meeting noted the report from Love Portreath CAN.

f. WAAF Site Working Group

The risk assessor has studied the supporting information relating to the site and will be making a site visit in the coming weeks to enable them to complete their assessment of risk and liability of the site.

26324 To note the report from the internal auditor, authorise any action and consider associated expenditure

a. To note the report of the auditor

The meeting noted the report of the auditor.

b. To resolve to set up a working group to prepare an investment strategy for the parish council and identify a suitable investment account to hold reserves

The Meeting **RESOLVED** to set up a working group to prepare an investment strategy for the parish council and identify a suitable investment account to hold reserves

c. To adopt TOR for the Investment Strategy Working Group

The Clerk would circulate the TOR to Councillors and the item would be included on the agenda for adoption at the additional meeting of the Council on 15th June 2026.

d. To appoint members to the Investment Strategy Working Group

The meeting appointed Cllrs. Stewart, Crabtree and John Tull and the Clerk to the Investment Strategy Working Group

26325 To complete and approve the Annual Governance Statement for the year 2025/26

Cllr. Crabtree proposed that the Annual Governance Statement be completed with the response yes to questions 1-8 & 10 and n/a to question 9. This was seconded by Cllr. Nash and carried unanimously. The Annual Governance Statement was signed by Chairman and the Clerk with councillors as witnesses.

26326 To Approve the Accounting Statements for the year 2025/26

The Clerk presented the Annual Accounting Statements to members. Cllr. Crabtree proposed that the Annual Accounting Statement be signed by the Chairman as an accurate representation of this Council's finances. This was seconded by Cllr. Nash, put to the meeting and carried unanimously. The Annual Accounting Statement was signed by the Chairman with the Clerk and councillors as witnesses.

26327 To confirm there is no conflict of interest with BDO LLP and Portreath Parish Council

Members of Portreath Parish Council unanimously **RESOLVED** to confirm there is no conflict of interest with BDO LLO and Portreath Parish Council.

26328 To note the dates for notice of public rights and publication of unaudited annual governance & accountability return accounts for the year ended 31 March 2026

The meeting noted the dates for notice of public rights and publication of unaudited annual governance & accountability return accounts for the year ended 31 March 2026.

Date of announcement: 14th June 2026

Date Commencing: 15th June 2026

Date Ending: 24th July

26329 To RESOLVE that the council will produce a Neighbourhood Priority Statement for the Parish of Portreath, authorise any action and consider associated expenditure

A discussion was held on the Neighbourhood Priority Statement. Concerns were raised that there may be a great amount of work involved to produce the statement. Staff would need to be available to work any additional hours that work on the project may require, which would be an extra cost to consider. It was agreed the council should look for volunteers to help before taking the project forward.

Members of Portreath Parish Council unanimously **RESOLVED** that the council will register a formal designation of NPS Area for the parish of Portreath, enabling them to produce a Neighbourhood Priority Statement for the parish of Portreath, but would not proceed without sufficient voluntary support being in place.

26330 To review the Reserves Policy

Councillors reviewed the document and unanimously **RESOLVED** to make the changes recommended by the Clerk.

26331 To receive various items of correspondence, authorise any action and consider associated expenditure

a. Correspondence circulated by email

None.

b. General correspondence

Cornwall Council Joint Letter to City, Town & Parish Councils: Public Realm weed treatment.

c. Request Correspondence received since the preparation of this agenda

Cornwall Council Beach Ranger: Confirmation that Portreath has retained the Seaside Award for the 2026 season.

Countryside Rangers – Dead Tree on the Duke of Leeds Land, needs urgent attention.

26332 To give consideration to any applications received for grants/donations

None.

26333 To agree the date of the next full council meeting, 6th July 2026, 6:30pm

The next council meeting will be an additional meeting on Monday 15th June 2026 at 6.30pm in the Community Hub. Councillors agreed that the date of the next full council meeting will be Monday 6th July 2026 at 6.30pm.

26334 Close of Meeting

The Chairman thanked everyone for their attendance and closed the meeting at 19.40.

Date: 15th June 2026

Name: Cllr. I. Stewart

Signed:

DRAFT