

# Clerks Report 7<sup>th</sup> July 2025

## Points of Interest

- **Code of Conduct Training.** It is a legal requirement for all councillors to attend Code of Conduct training within 6 months of being elected. (6<sup>th</sup> November 2025, if elected in the recent round of elections) This applies to all councillors even if you have attended this training in a previous term as councillor. Councillors if you have not yet booked your CoC training session, please speak to Emma as a matter of urgency to book onto a course.
- The AGAR has now been fully submitted within the time frame prescribed by the Local Audit (Smaller Council) regulations 2015. It should be noted that there has been a significant amount of additional work required due to the additional expenditure on our capital project. This has taken me approximately **8 hours** longer than I would have estimated on a 'normal AGAR'. This time has been spent collating the additional evidence that was requested by the auditor due to our expenditure exceeding £200,000.00  
[LIMITED ASSURANCE REGIME, Instructions for 2024-2025, BDO LLP](#)
- Councillor email addresses. It is essential that you set up and use the councillor email address you have been allocated to ensure you are not missing essential correspondence. If you are not already set up with your councillor email address, please let me know ASAP so that we can assist you in logging in. From the 1<sup>st</sup> September we will only be email

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## Staffing Committee Update

Staff Annual Leave will cover the weeks commencing

28/07

04/08

18/08

25/08

Therefore, this means that whilst the office will be staffed every week of the school holidays, there will be a limited service from the Clerk and Assistant. Please do bear this in mind when sending emails. If your emails are of an important or time sensitive nature please do copy both [clerk@portreath-pc.gov.uk](mailto:clerk@portreath-pc.gov.uk) & [enquiries@portreath-pc.gov.uk](mailto:enquiries@portreath-pc.gov.uk) or direct to the Chairman [ian.stewart@portreath-pc.gov.uk](mailto:ian.stewart@portreath-pc.gov.uk)

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## Facilities Working Group Update

- 6 X 1 day (2 session) commercial bookings throughout June and July which will bring in £300.00

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## Youth Engagement Working Group Update

- Applied for £1452 from the Serious Violence Duty Grant
- MVRG grant application for £330 was successful

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- 4 Cornwall Councillor have now committee £100 each towards funding further outreach sessions.
- Responses to letters to the school were received from Redruth School & Pool Academy
- A stakeholders meeting was held on the 27<sup>th</sup> June in the community hub. This was attended by:
  - o 3 representatives of D&C Police: Camborne, Pool & Redruth Neighbourhood Policing Team
  - o Cornwall Council Community Link Officer
  - o Cornwall Council Community Safety Officer
  - o 4 Youth, youth worker
  - o Representative of PIC
  - o Representatives of PPC
  - o Representatives of the Youth Engagement Working Group

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### WAAF Site Working Group Update

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#### Agenda Items

##### **10. To consider and comment on the Cornwall Council Consultation: Draft Revised Street Trading Policy**

Councillors were asked to study this document and make recommendation for comment:

*I have read through this document and cannot see anything to comment negatively upon. The banning of single use plastics stands out as being particularly good - in line with our Climate Action Plan. I wish it would be extended to cafes offering takeaway items as well.*

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### Planning Report

#### **Applications for consideration:**

[PA25/03931 | Re-siting of previously approved dwelling and minor design changes | Tramside Farm Nancekuke Redruth Cornwall TR16 5UF](#)

#### **5 Day Notices:**

None

#### **Appeals:**

Dismissed: [PA24/07877 | Proposed upward extension to create additional accommodation within the roof space | 14 Forthvean Portreath Redruth Cornwall TR16 4NY](#)

#### **Approved:**

[PA25/02586 | Single storey side extension and rear link building, new window and roof to existing outrigger, minor alterations to external landscaping | 8 Bassett Terrace Penberthy Road Portreath Redruth Cornwall TR16 4LT](#)

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### Refused:

[PA24/07422 | Change of use of Funeral Directors to residential HMO and installation of replacement windows | Harbour Homecare Unit 5 Jacquemand Industrial Estate New Portreath Road Redruth Cornwall TR16 4QQ](#)

### Closed Advice Given:

None

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### Donation Request

(confidential personal data redacted)

Recommendation: **£100 donation to Citizens Advice** following the receipt of their correspondence dated 13/06/25 (detailed below )

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### Correspondence (confidential personal data redacted)

#### Received 24/06/25

Request for trimming of the access through the WAAF Site

#### Received 19/06/25

Dear Council Members,

Concerning the redevelopment of the Basset Arms public house, may I bring to your attention that the workmen currently on site are regularly using the public toilets, provided by the Parish.

I am of the understanding that the contractor / owner should be providing onsite toilets in line with the relevant legislation, namely the Workplace (Health, Safety and Welfare) Regulations 1992. Regulation 20, Sanitary conveniences.

As these toilets are primarily funded by the parishioners of Portreath, I believe the Parish Council should request a financial contribution from the contractor / owner to assist with the upkeep of the facilities, should this be allowed to continue.

Kind regards

#### Received 13/06/25

- Dear Sir / Madam

*Please see attached a letter for your members from Citizens Advice and the latest annual statistics from your area, which show how many people we've seen and the main issues in your town / parish.*

*As ever, I'm always happy to discuss any of the attached information with your councillors.*

*Best wishes,*

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Communications Officer

Citizens Advice Cornwall

Received 13/06/25

## **YMCA CORNWALL PRESS RELEASE**

### **The Duke of Cornwall Supports Growth at YMCA Cornwall**

YMCA Cornwall is delighted to share the news that The Duke of Cornwall, through the Duke of Cornwall's Charitable Foundation, has awarded £70,000 to initiate a project to build new flats within our site. Currently YMCA Cornwall provides homes and support to 50 young people who may otherwise be homeless, vulnerable or at risk.

**Your Help, Their Future** campaign aims to rally support to complete the project and provide further life-changing opportunities for young people in Cornwall.

Pat Woodfield, CEO of YMCA Cornwall, said: "This is an ambitious project and the start of our future growth plans. Our initial plan is expected to cost around £250,000 to deliver so the donation really does kickstart our programme of works. We have a long way to go to be able to complete the project so we have launched a campaign to ask for support to make this happen."

Helen Wilson-Prowse, Head of Operations, said: "Without the donation from The Duke of Cornwall's Charitable Foundation we would not have been able to start the project.

"We are hugely grateful for the support and honoured that our work with young people resonates with the Prince of Wales. The demand for supported housing for vulnerable young people is ever growing, and in response to this need, planning permission was sought to convert existing space into three self-contained homes. With 46 young people, half of whom are under 18, an increased provision is vital to support those in need."

Pat added: "There are many ways people can get involved, whether it's making a donation, supplying materials or volunteering time to help us with the build.

"We are keen to hear from anyone that would like to support our plans and partner in a project supported by The Duke of Cornwall's Charitable Foundation."

As well as donations they need volunteers for the build. They are looking for volunteer labour, tradespeople, building supplies and materials. And are also seeking corporate sponsorship and partners. Contact Pat or Helen at: [partnerships@ymcacornwall.org](mailto:partnerships@ymcacornwall.org)

**Ends**

## **Frequently Asked Questions**

### **What is The Duke of Cornwall's Charitable Foundation?**

The Foundation supports charitable causes across Cornwall and the Isles of Scilly, with a focus on community development, education, and social welfare.

### **What is Your Help, Their Future?**

It's YMCA Cornwall's new housing initiative to create four additional self-contained flats for vulnerable young people, supported by The Duke of Cornwall's Charitable Foundation.

### **When does the project start?**

Work is scheduled to begin this autumn. It's an ambitious timeline, and YMCA Cornwall is calling on the community to support this initiative alongside The Duke of Cornwall's Charitable Foundation.

### **Why is this important?**

This project will help create safe homes and brighter futures for young people at risk of homelessness in Cornwall. The charity currently has a waiting list of between 30 and 40 individuals, half of whom are under 18.

### **How can I help?**

YMCA Cornwall is seeking help through donations, partnerships, and community support to raise the remaining funds needed to complete the project.

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**Donations:** Visit [www.ymcacornwall.org](http://www.ymcacornwall.org) to donate and support the campaign.

**Fundraise:** Take part in a sponsored run, swim, or challenge event.

**Collect Donations:** Set up a donation pot or QR code in your school, shop, or business.

**Donate Skills or Materials:** If you're a tradesperson or business, you can contribute building supplies, materials, or volunteer labour.

**How do I get involved?**

Email us at [partnerships@ymcacornwall.org](mailto:partnerships@ymcacornwall.org) or call 01736 334820 to find out how you or your organisation can make a difference.

**Can I donate directly?**

Yes. Visit [www.ymcacornwall.org](http://www.ymcacornwall.org) to donate and support the campaign.

**Who currently benefits from YMCA Cornwall's services?**

YMCA Cornwall supports 50 young people, many of whom would otherwise be at risk of homelessness.

### **About YMCA Cornwall**

YMCA Cornwall is a registered charity dedicated to supporting young people at risk of homelessness through housing, education, and personal development. Based in Penzance, but covering the whole of Cornwall, the organisation provides safe accommodation and tailored support to help young people at risk build brighter futures. YMCA Cornwall is part of the wider YMCA movement, one of the oldest and largest youth-focused organisations in the world.

**For press enquiries, please contact:**

Communications & Marketing Coordinator

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