

# Clerks Report 1<sup>st</sup> December 2025

## Points of Interest

- 04/12/25** Submitted Precept Request to Cornwall Council
- 05/01/26** Completed Legal Duties as an employer with the Pensions regulator (Re -enrolment and re-declaration)
- 18/12/25** Attended Cornwall Branch SLCC AGM & Branch Meeting. Agenda included informative presentations from the SLCC President, Lance Allan, an information session on the latest changes to HR and H&S Legislation and discussion regarding:
- ❖ Lack of engagement between resident and councils, in particular in relation to turn out at local elections
  - ❖ Cornwall Council approach to expiring 106 agreements
  - ❖ Removal of public litter bins
  - ❖ SAAA's project to digitise the AGAR submission (a fantastic opportunity to have been invited to participate in, which will make the AGAR process so much quicker and easier.)
- New **Acer X1526 Projector** on order, however delivery has been held up due to the Christmas break. Scheduled to arrive 14/01/26 (£440.00 + VAT)
  - Applied for **Export Tariff** with Octopus, currently awaiting further information from the solar array installers to support the application.
  - Unity Trust **change of fees & charges, effective 1<sup>st</sup> February 2026**

Service	Current Price	New price
<b>Monthly Account fee</b>	£6.00 per month	£7.00 per month
<b>Cash deposits (per £100*)</b>	60p (Post Office)	70p (Post Office and NatWest)
	50p (NatWest)	
<b>Cheque deposits</b>	30p each	40p each
<b>Bacs</b>	14p per transaction	15p per transaction
<b>Bulk Faster Payments</b>	30p per transaction	25p per transaction
<b>International payments</b>	£24.00	£20.00
<b>CHAPS</b>	£28.00	£25.00

\* Cash paid in per £100 or part thereof, for each payment calculated monthly and charged quarterly.

## Staffing Committee Update

- ii) To approve:
  - a) the closing date for applications for the post of Parish Council Support Officer

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- b) to set the date(s) for interviews for the post of Parish Council Support Officer
- c) agree the recruitment timetable for the appointment of a new member of staff

Approving these actions will allow the recruitment process to progress to fill the vacant role.

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### Facilities Working Group Update

As outlined in the Chairmans report the Environment Agency have a regular booking in the community hub starting on 13<sup>th</sup> January and then on the first Tuesday of every month.

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### Youth Engagement Working Group Update

Awaiting confirmation of next meeting and restart date for Chips and Chill

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### WAAF Site Working Group Update

The Clerk has found a competent independent H&S Advisor who is willing to carry of the risk assessments for the WAAF site.

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### Love Portreath Update

None at time of publication of agenda

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### Agenda Items

- 9. **To receive the following reports**, authorise any action and consider associated expenditure
  - d) **Clerks Report**, authorise any action and consider associated expenditure
    - ii) **To discuss and plan a course of action of how to proceed with challenging the business rates due for the parish office and community hub**, authorise any action and consider associated expenditure
- i) **To reconsider the resolution of 01/12/25 regarding the Community Highways Improvement Programme to submit an expression of interest to have a crossing point added along Penberthy Road opposite to the drop kerb at the Millennium Hall following new information that has come to light since the resolution was made**, authorise any action and consider associated expenditure

See attached information from Jack Thomas Highways and proposal for works to improve the coast-to-coast trail.
- ii) **To resolve to set up a direct debit in way of payment of the account held with South West Water Business (Source 4 Business) due to a change in their administration of the quarterly bills**, authorise any action and consider associated expenditure

‘Source 4 Business’ have stopped alerting the council when the bills are available in the on line account. Instead they only send notification ‘Commercial Recovery’ when the bills are overdue.

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Recommendation: Set up a direct debit to pay quarterly water bills to avoid disconnection proceedings or legal actions. Which could occur if such demands were received during the Clerks annual leave or on days off when swift action would be impossible.

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### **Planning Report**

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

PA25/08752 | Erection of conservatory to the NNE & WNW elevations of the property | Surf Cottage Sea Front Portreath Redruth Cornwall TR16 4NN

PA25/09178 | Single storey flat roof back extension to extend kitchen and dining area | 38 Tregea Close Portreath Redruth Cornwall TR16 4TR

**5 Day Notices:** None

**Appeals:** None

**Approved:** None

PA25/07732 | Proposed porch | 12 Glenfeadon Terrace Portreath Redruth Cornwall TR16 4JX

**Refused:** None

**Closed Advice Given:** None

**Other:** None

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### **Donation Request**

(confidential personal data redacted)

None

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**Correspondence** (confidential personal data redacted)

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PORTREATH  
PARISH COUNCIL