

**All Councillors are hereby summoned to attend the
ANNUAL MEETING of PORTREATH PARISH COUNCIL
which will be held at St Mary's Church Hall on Monday 11th May 2026, from
6:30pm**

A G E N D A

- 1. To receive nominations for and appoint Chairman for the year 2026/27**
- 2. Signature of Declaration of Office Register by newly appointed Chairman**
- 3. To receive nominations for and appoint Vice Chairman for the year 2026/27**
- 4. Chairman's Welcome**
- 5. To receive apologies**
- 6. To Receive Declarations of Interest**
- 7. Chairman's Report**
- 8. To confirm the minutes of meeting held on Monday 13th April 2026**
- 9. Public Participation Session, when members of the public may raise matters with Councillors**
- 10. To receive the report of Cornwall Councillor Cliff Crawford, authorise any actions and consider any associated expenditure**
- 11. To confirm the Staffing Committee membership**
- 12. To consider delegation arrangements to Staffing Committee**
- 13. To review the terms of reference (TOR) for the Staffing Committee**
- 14. Review of standing orders**
- 15. Review of financial regulations**
- 16. Review of arrangements (including legal agreements) with other local authorities, not-for-profit bodies and businesses.**
- 17. Review of representation on or work with external bodies and arrangements for reporting back;**
- 18. Review of inventory of land and other assets including buildings and office equipment;**
- 19. Confirmation of arrangements for insurance cover in respect of all insurable risks;**
- 20. Review of the Councils Risk Management policy and Register**
- 21. Review of the Council's and/or staff subscriptions to other bodies;**

22. Review of the Council's complaints procedure;

23. Review of the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation (*see also standing orders 11, 20 and 21*);

- i) FOI Policy
- ii) Data Protection Policy
- iii) Document Retention Policy

24. Review of the Council's policy for dealing with the press/media;

25. Review of the Council's employment policies and procedures;

26. Review of the Council's expenditure incurred under s.137 of the Local Government Act 1972.

27. Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council.

28. Review the document; Portreath Parish Council - Business Cessation Plan

29. To note the decisions made under the scheme of emergency delegation during the year 25/26

30. Planning

a) To give consideration as consultees to:

- i) [PA26/02283 | Certificate of lawfulness for Existing use to establish that the proposed works relating to application PA22/10959 Two new dwellings replacing three dwellings \(Amended Design\) have been carried out by the complete demolition of the three existing dwellings and the installation of below ground foul drainage to the rear of the property | Seasands And Sperenza Battery Hill Portreath TR16 4NW](#)
- ii) [PA26/02282 | Proposed development comprising the conversion of the existing loft space to create additional habitable accommodation with front & rear dormers & inset balcony. Demolition & replacement of the existing single-storey rear extension & associated internal & external refurbishment works. | True North Green Lane Portreath Redruth Cornwall TR16 4NX](#)

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

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

d) To note any planning appeals

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

31. To NOTE that the Council previously resolved (Minute 31, 2025) that it met the eligibility criteria set out in Article 2(2) of the *Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012* and adopted the General Power of Competence under sections 1–8 of the *Localism Act 2011*.

32.To reaffirm Portreath Parish Council's commitment to the Civility & Respect Pledge made at the meeting held on the 5th September 2022, authorise any action and consider associated expenditure

33.To reaffirm councillors' commitment to the Statement of Assurance in conjunction with the Civility & Respect Pledge made by the council

34.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**
- ii) To approve the bank reconciliation for the month of April 2026**
- iii) To receive the Payment Schedule for the period 1st April– 30th April 2026 and authorise payment of invoices received, and payments scheduled for 1st May – 31st May 2026**
- iv) To note any income received**
- v) To note and approve the regular direct debit payments from the current account**
- vi) To approve the use of BACS and CHAPS payments**
- vii) Review of fees and charges**

b) Clerks Report

- i) General Update**
- ii) To consider joining the Keep Britain Tidy Spring anti dog fouling campaign at a cost of £150 +VAT, authorise any action and consider associated expenditure**

c) Update from the Youth and Community Engagement Working Group

d) Update from the WAAF Site Working Group, authorise any action and consider associated

35.To review the co-option policy, authorise any action and consider associated expenditure

36.To Review the Safeguarding Policy, authorise any action and consider associated expenditure

37.To consider a response to the Cornwall Council Consultation on the draft Cornwall Seascape Character Appraisal, authorise any action and consider associated

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

- a) Correspondence circulated by email**
- b) General correspondence**
- c) Correspondence received since the preparation of this agenda**

39.To give consideration to any applications received for grants/donations

40.To agree the date of the next meeting, Monday 1st June 2026, 6:30pm

41.Close of Meeting

Lucy Jose

CLERK TO THE COUNCIL

Chairman - Councillor Mr. I. Stewart