

Minutes for the FULL MEETING of PORTREATH PARISH COUNCIL
Held on Monday 2nd June 2025, at St. Mary's Church Hall, from 6:30pm



Councillors: Mrs S. Nash, Mr. I. Stewart, Mrs J. Parker
CC Crawford
3 Members of the Public
Lucy Jose, Clerk to the Council
Emma James, Assistant to the Clerk

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
NDP	Neighbourhood Development Plan
PIC	Portreath Improvements Committee
PAL	Portreath Association Limited
CALC	Cornwall Association of Local Councils
CaP	Climate Action Plan
CAWG	Climate Action Working Group
WAAF	Women's Auxiliary Air Force
CIL	Community Infrastructure Levy
CLUP	Community Levelling Up Program
AfC	Action for Children
TOR	Terms of Reference

25132 Chairman's Welcome

The Chairman explained the safety procedures.

25133 To confirm the minutes of the full council meeting held on Monday 12th May 2025

Councillors unanimously **RESOLVED** the minutes for the meeting held on 12th May 2025 be signed as constituting an accurate record of proceedings.

25134 To Receive Apologies

The meeting noted apologies from Cllrs G. Tull, J. Tull and Jarman

25135 Declaration of Interests

None

25136 Chairman's Report

The Chairman advise it had been a quiet period, and he had nothing to report.

25137 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)

A member of the public asked if there had been any update from the EA following on from the briefing in May. The Clerk advised that they had been in contact and there would be an update further in the meeting.

A member of the PIC noted the aggressive behaviour of youths and problems in the park and with litter. They stressed that any issues of antisocial behaviour should be reported to the police to establish a pattern of behaviour in the parish.

25138 To receive the report of Cornwall Councillor Cliff Crawford, authorise any actions and consider any associated expenditure

Cllr Crawford advised he was still undertaking training at County Hall. The allocation of committees had been completed and he advised he would be sitting on the West Sub Area Planning Committee and the Pensions Committee.

He advised he had been following up on the issues with vehicles on Lighthouse Hill and was hoping to speak to the people involved personally.

Several local groups had been in touch requesting financial assistance and he was currently investigating funding options as the community chest had been reduced to less than half of its previous amount for this year.

Cllr Crawford had been in contact with the police regarding the antisocial behaviour issues in the area and was aware of issues with resources being a factor in how it was managed. He would continue to work on the issue.

He had attended a Growth and Sustainability meeting where he had stressed that the focus needed to be on prioritising social housing rather than just affordable housing which still was not affordable enough for many. It had also been raised that planning were not looking into infrastructure before new developments went ahead and instead was left until afterwards. However, it was felt that developers would not be on board with this due to financial pressures this would invoke.

25139 Planning

(a) To give consideration as consultees to:

i) None

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

3 applications had been received since the preparation of this agenda. A separate meeting would be held on 16th June to consider these.

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

The meeting noted the council had responded to a 5 day notice for planning application PA24/07422 agreeing with the recommendation of the planning officer.

(d) To note any planning appeals

None

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

The meeting noted that advice had been given on planning application PA25/07422.

25140 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 2025 the balance of the current account stood at £53,744.60 and the balance of the Savings Account stood at £85,292.99. The bank statements for the month of May 2025 were signed by the Chairman

ii) To approve the bank reconciliation for the month of May 2025

The Clerk presented the Bank reconciliation for the month of May 2025 to the meeting. This was approved by councillors and signed by the Chairman.

iii) To receive the Payment Schedule for the period 1st May 2025 – 31st May 2025 and authorise payment of invoices received, and payments scheduled for 1st June 2025 – 30th June 2025

Outlining the payment schedule the Clerk detailed payments made totalling £5,909.06 for the period 1st May 2025 – 31st May 2025 and payments totalling £21,550.00 due for payment in the period 1st June 2025 – 30th June 2025

Cllr. Nash proposed that the clerk line up payments as listed in the schedule. This was seconded by the Cllr Stewart, put to the meeting, and carried unanimously.

iv) To note any income received

The meeting noted income of £42.04 from donations. This was made up of £34.23 towards the running of the public toilets and £7.81 towards the Community Hub.

(b) Staffing Committee

There had been no meetings. The Clerk informed the meeting of staff annual leave scheduled.

(c) Clerks Report, authorise any action and consider associated expenditure

i) General report

The meeting noted the Clerk's Report.

Clerks Report

- The Millennium Hall re-opening was taking place on the 14th June. The Clerk was hoping to hold a treasure hunt with the proceeds going to Portreath Pre-School.
- The defibrillator at Bridge needed new pads and a battery. Members of Portreath Parish Council unanimously **RESOLVED** to purchase these.
- The Clerk had received one application to fill the councillor vacancies.
- The Clerk was currently in discussions with SWW regarding a meeting and would update the council with more details once available.

(d) Public Toilets, authorise any action and consider associated expenditure

Cllr Stewart had met with a representative regarding new doors and payment systems. There would likely be other costs involved in the electric set-up to accommodate a payment system. New doors were going to be needed no matter what.

(e) Update from Love Portreath, authorise any action and consider associated expenditure

The litter pick had taken place the previous day with a good attendance. The group were still trying to encourage the use of biodegradable cups within the parish. They advised they would be attending the Millennium Hall reopening event.

(f) Youth Engagement Working Group

i) To confirm membership for the Youth Engagement Working Group

Members of the Youth Engagement Working Group would be Cllr G. Tull, Lucy Jose and Emma James.

ii) To agree the TOR for the youth engagement working group

The Clerk recommended that paragraph 1 be amended to read:

"The Working Group shall consist of a minimum of three representatives of the council, (Councillors or officers) appointed by the council, with a maximum of ten persons including members of the community should their expertise be required."

Members unanimously **RESOLVED** to agree the Terms of Reference for the Youth Engagement Working Group with the recommended amendment.

iii) To approve expenditure on outreach youth engagement sessions to address the antisocial behaviour in the parish

The Clerk had been in touch with an organisation for a quote to run some outreach sessions with the youths in Portreath. There would be 5x 1 hour sessions with 2 youth workers in the late afternoons and early evenings. They would engage with youths to encourage more respectful behaviour in the village and give some safety advice regarding behaviour around the harbour especially. Youths would be encouraged to suggest incentives or things they would like to do. A report would be compiled to the parish council following each session.

Councillors unanimously **RESOLVED** to cover the expenditure for youth outreach engagement sessions to address the antisocial behaviour in the parish.

It was suggested to contact local schools to highlight the issues within the parish.

As many of the youths were coming into the parish from neighbouring parishes it was recommended to write to neighbouring parish councils, divisional councillors and the PIC to ask for a contribution towards a future set of sessions over the main holiday period.

(g) WAAF Site Working Group

i) To confirm membership of the WAAF Site Working Group

Members of the WAAF Site Working Group were confirmed as Cllrs Stewart, Nash, Hitchen and Jarman & 6 members of the public.

ii) To review the TOR for the WAAF Site Working Group

The Clerk recommended the following amendments:

Paragraph 1 be amended to read - "The Working Group shall consist of a minimum of three representatives of the council, (Councillors or officers) appointed by the council, with a maximum of ten persons including members of the community should their expertise be required."

Section 2 – Leadership, Paragraph 2 be amended to read – "The leader will be the main point of contact for the Clerk to the Council, Council members and members of the public, and must be a member of the Council, or an officer of the Council, unless agreed otherwise by the Full Council."

Councillors unanimously **RESOLVED** to agree the Terms of Reference for the WAAF Site Working Group with the recommended amendments.

iii) **General Update**

WAAF Site Working Group Update

(h) **Update from the Facilities Working Group**

i) **To confirm membership of the Facilities Working Group**

Members of the Facilities Working Group would be Cllrs Stewart and Nash and the Clerk.

ii) **To agree the TOR for the Facilities Working Group**

The Clerk recommended that paragraph 1 be amended to read:

"The Working Group shall consist of a minimum of three representatives of the council, (Councillors or officers) appointed by the council, with a maximum of ten persons including members of the community should their expertise be required."

Members unanimously **RESOLVED** to agree the Terms of Reference for the Facilities Working Group with the recommended amendment.

iii) **To approve expenditure on groundworks to rectify the pooling of water outside the door to the Community Hub**, authorise any action and consider associated expenditure

Members of Portreath Parish Council unanimously **RESOLVED** to instruct Mitchell and Son to complete works to rectify the pooling of water outside the door to the Community Hub.

25141 To receive various items of correspondence, authorise any action and consider associated expenditure

a) **Correspondence circulated by email**

None

b) **General correspondence**

- **Resident | Environment Agency Flood Alleviation Scheme for the Parish of Portreath**

The meeting noted the council had responded to the email received following the advice of SLCC and CALC.

c) **Correspondence received since the preparation of this agenda**

- **EA Update**

Please see the information shared by the Environment Agency to members of Portreath Parish Council, Portreath Improvements Committee and Love Portreath.

"The Environment Agency acknowledge that there was limited time available at the parish briefing on the 12th May and that we were not able to respond to all enquiries received. However, your enquiries are being reviewed, and responses will be sent accordingly.

The Environment Agency will be holding a public drop-in event in due course and invitations will be sent to all Portreath residents confirming the dates and location. The event will also be advertised on the Parish Council website and Facebook page.

We would like to thank all residents for the feedback received to date and the interest in the flood resilience of Portreath.

For further enquiries, please use the contact information below using the reference: Portreath Flood Alleviation Scheme

Email: DCISEnquiries@environment-agency.gov.uk

Phone: 0370 8506506

Post: Environment Agency, Manley House, Kestrel Way, Exeter, EX2 7LQ

Thank you."

- **The Old School Centre**

The meeting noted an email from the Old School Centre in Illogan in relation to their Air Raid shelter project.

25142 To give consideration to any applications received for grants/donations

None

25143 To agree the date of the next meeting, 7th July 2025, 6:30pm

The meeting agreed the date of the next meeting be Monday 16th June followed by Monday 7th July 2025 at 6:30pm

25144 Close of Meeting

The Chairman thanked everyone for their attendance and participation and closed the meeting at 19.41

16th June 2025

Cllr. I. Stewart