

Minutes for the FULL MEETING of PORTREATH PARISH COUNCIL
Held on Monday 1st September 2025, at St. Mary's Church Hall, from 6:30pm



Councillors: Mrs S. Nash, Mr. I. Stewart, Mrs. A. Jarman, Mr. D. Crabtree, Miss. J. Cafe, Mr. M. Hitchen and Ms. J. Parker
1 Member 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

25203 Chairman's Welcome

The Chairman welcomed everyone to the meeting and explained the safety procedures.

25204 To confirm the minutes of the full council meeting held on Monday 28th July 2025

Councillors unanimously **RESOLVED** the minutes for the meeting held on 28th July 2025 be signed as constituting an accurate record of proceedings.

25205 To Receive Apologies

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

25206 Declaration of Interests

None

25207 Chairman's Report

The meeting noted the [Chairmans Report](#).

25208 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)

There were no requests from the public to speak.

25209 To receive the report of Cornwall Councillor Cliff Crawford, authorise any actions and consider any associated expenditure

There was no report given.

25210 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

None

- (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**

The meeting noted the following appeals:

Appeal Allowed. No costs claimed.

[PA24/05868 | Subdivision and extension of existing dwelling to provide an additional dwelling | 15 Glenfeadon Terrace, Portreath, Redruth, Cornwall, TR16 4JX](#)

Appeal Dismissed. No costs claimed.

[PA24/06191 | Non Compliance with Condition 7 – holiday use | North Coast Holiday Cottages, New Portreath Road, Redruth, TR16 4QL](#)

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

The meeting noted planning applications PA25/03634 and PA25/03635 had been approved.

25211 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 July 2025 the balance of the current account stood at £36,195.37 and the balance of the Savings Account stood at £85,816.91.

On the 31st August 2025 the balance of the current account stood at £33,904.22 and the balance of the Savings Account stood at £85,816.91.

The bank statements for the months of July and August were signed by the Chairman.

- ii) **To approve the bank reconciliation for the months of July and August 2025**

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

- iii) **To receive the Payment Schedule for the period 1st July 2025 – 31st August 2025 and authorise payment of invoices received, and payments scheduled for 1st September 2025 – 30th September 2025**

Outlining the payment schedule the Clerk detailed payments made totalling £7,806.40 for the period 1st July 2025 – 31st August 2025 and payments totalling £12,200.00 due for payment in the period 1st September 2025 – 30th September 2025.

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

- iv) **To note any income received**

The meeting noted income of £3,348.04. Made up of £275.00 Community Hub booking fees, £2012.18 HMRC VAT Reclaim, £390.00 Cornwall Council reimbursement for harbour maintenance, £660.00 Devon and Cornwall Police Proceeds of Crime Grant for Youth Engagement and £10.86 donation towards the running of the toilets.

- (b) **Staffing Committee**

The next meeting of the Staffing Committee was scheduled for the 15th September 2025.

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

- i) **General report**

The meeting noted the Clerk's Report.

[Clerks Report](#)

- ii) **To note the conclusion of audit and publication of the Notice of Conclusion of Audit Annual Governance and Accountability Return for the year ended 31st March 2025, authorise any action and consider associated expenditure**

[Notice of Conclusion of Audit - Annual Governance and Accountability Return for the year ended 31st March 2025](#)

Due to the increased expenditure due to the building of Portreath Parish Office, this year required an intermediate audit, the cost of which was £840+VAT. This fee will reduce next year.

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

- Litter Pick 3rd August – good turnout as usual, and good weather which is always a bonus. Many thanks to all who turned up to help and to all the dog walkers and members of the community who pick up litter on a regular basis on their beach walks.
- Beach bin – the bin is now back on the beach and the signage seems to be working. We continue to monitor the contents to remove any litter and place in appropriate bins. Thanks to everyone who checks this.
- PPC meeting with SWW – Sara and Sue attended to represent Love Portreath. A follow up meeting to discuss the resilience/performance of the sewerage system after recent improvements to be held next year after more prolonged rainfall in the winter.
- Meeting with Perran Moon and Steve Reed, Secretary of State for the Environment, to discuss SWW performance and impact of sewage spills on local people – Members of Love Portreath were invited to attend the meeting but due to other commitments were unable to do so. However, Ruth FitzJohn attended and has updated us on what was discussed.
- Litter Pick Sunday 7th September 10am – the next litter pick will be on this date. It would be great to see some new faces. Drinks and snacks as usual kindly provided by Portreath Arms.

(e) Youth Engagement Working Group

i) General Update

Three pop-up sessions had been held and all were well-attended with a broad range of ages. Going forward for the next few weeks will be 'Chips and Chill' being held in Portreath Parish Community Hub. Advertising will be going out shortly.

(f) WAAF Site Working Group

There had not been a meeting of the WAAF Working Group. The next meeting was scheduled for Tuesday 23rd September at 6.30pm in Portreath Parish Community Hub.

(g) Update from the Facilities Working Group

i) General Update

There had been no meetings of the Facilities Working Group

The Chairman updated the meeting

- New acoustic panels had been purchased for the Community Hub to try to further reduce the echo and sound transfer. A working party was needed to install them.
- The fridge had broken and been returned for a full refund. A bigger fridge had now been purchased as well as a microwave.
- A new tariff had been found for exporting the excess electricity from the solar panels.
- MP Perran Moon had requested to use the Community Hub to hold a surgery for constituents in the area.
- Coffee Morning would begin again this week following the summer break.

ii) To approve the replacement of the cubicle doors with either UPVC or a composite alternative, authorise any action and consider associated expenditure

Members of Portreath Parish Council unanimously RESOLVED to approve the replacement of the cubicle doors with either UPVC or a composite alternative.

25212 To note that Portreath has been added to the switch off profile for streetlighting by Cornwall Council from September 2025, authorise any action and consider associated expenditure

The meeting noted that Portreath has been added to the switch off profile for streetlighting by Cornwall Council from September 2025 and that this aligned with Policy 3 of the Portreath Parish Climate Action Plan.

25213 To note the Local Government Service Pay Agreement 2025/26, authorise any actions any consider associated expenditure

Members of Portreath Parish Council noted the Local Government Service Pay Agreement 2025/26.

25214 To formulate a response to the Cornwall Council: Public Spaces Protection Order: Review of existing dog bans on beach, authorise any action and consider associated expenditure

Members of Portreath Parish Council **RESOLVED** the following response to the Cornwall Council: Public Spaces Protection Order: Review of existing dog bans on beaches:

1. Do you agree with the principle of dogs on beaches restrictions? **Yes**
2. Do you agree with the current restrictions? **Yes**
3. Are there any amendments needed in terms of reduced or increased restrictions? Please specify the beach name. **Amend map to include Little Beach**
4. Do you have any evidence to support the need for any amendments? **No**

25215 To receive various items of correspondence, authorise any action and consider associated expenditure

a) Correspondence circulated by email

None

b) General correspondence

- **Maintenance works in the harbour**

Various items of correspondence from a Harbour resident to Cornwall Harbours regarding the works that are ongoing following the water leak at Portreath Harbour

- **Event being held in the Community Hub on the 19th August**

Various items of correspondence objecting to a (community) booking for an event being held in the Community Hub on the 19th August.

- **Amended Draft Street Trading Policy**

An amended [Draft Street Trading Policy](#) had been received.

c) Correspondence received since the preparation of this agenda

- Seeds of Friendship thank you
- Request for a day of support for Jewish victims of the 7th October

25216 To give consideration to any applications received for grants/donations

None

25217 To agree the date of the next meeting, 5th October 2025, 6:30pm

The meeting agreed the date of the next meeting be Monday 5th October 2025 at 6:30pm

25218 To resolve under the 1960 Public Bodies (Admission to Meetings) Act to exclude the press and public due to the confidential nature of the business to be discussed

Members of Portreath Parish Council unanimously **RESOLVED** under the 1960 Public Bodies (Admission to Meetings) Act to exclude the press and public due to the confidential nature of the business to be discussed.

1 member of the public left the meeting.

25219 To consider quotations for replacing the toilet cubicle doors, authorise any action and consider any associated expenditure

5 companies had been approached to provide comparative quotes but none other than the Cornwall Window and Conservatory Centre had provided quotations as they were unable to fulfil the brief for door furniture.

The meeting unanimously **RESOLVED** to instruct Cornwall Window and Conservatory Centre to replace the toilet cubicle doors with UPVC alternatives.

25220 Close of Meeting

The Chairman thanked everyone for their attendance and participation and closed the meeting at 19:43.

6th October 2025

Cllr. I. Stewart

