

# Minutes for the FULL MEETING of PORTREATH PARISH COUNCIL

Held on Monday 2<sup>nd</sup> March 2026, at St. Mary's Church Hall, at 6:30pm

## Councillors:

Mr. I. Stewart, Mr. D. Crabtree, Ms. J. Café and Mrs. S. Nash

3 Members of the Public

Cornwall Councillor Cliff Crawford

Lucy Jose – Clerk to the Council

Julia Pascoe – Parish Council Support Officer

## 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
PIC	Portreath Improvements Committee
PAL	Portreath Association Limited
CaP	Climate Action Plan
CAN	Climate Action Network
CAWG	Climate Action Working Group
WAAF	Women's Auxiliary Air Force
CIL	Community Infrastructure Levy
TOR	Terms of Reference
FOI	Freedom of Information
MSAS	Mobile Speed Activated Sign
LMP	Local Maintenance Partnership
SWCP	South West Coast Paths
PFRAG	Portreath Flood Resilience Action Group
NPS	Neighbourhood Priority Statement

## 26038 Chairman's Welcome

The Chairman welcomed councillors and members of the public to the meeting and outlined safety procedures to those present.

## 26039 To confirm the minutes of the full meeting of the council held on Monday 2<sup>nd</sup> February 2026

Councillors unanimously **RESOLVED** the minutes for the meeting held on 2<sup>nd</sup> February be signed as constituting an accurate record of proceedings.

## 26040 To Receive Apologies

The meeting apologies from Cllrs. G. Tull & J Parker.

The meeting noted that Cllrs. Hitchen, Jarman and J. Tull were absent.

## 26041 To Receive Declarations of Members Interests

Members to declare disclosable pecuniary interests and non-registerable interests (including the details thereof) in respect of any items on this agenda including any gifts or hospitality exceeding £25.

None

## 26042 Members Dispensations

### i. To note approved dispensations relevant to items on the agenda

The meeting noted that Cllrs. Stewart, Nash G Tull, J Tull & Cafe have dispensations to speak and vote on this matter of the Environment Agency Flood Resilience Flood Resilience Project; *Agenda Item 12, b (26049,b)*.

### ii. To discuss and determine any new dispensations received

None

## 26043 Chairman's Report

The Chairman reported that they had attended the Healthy Rivers and Seas Summit on Friday 27 February 2026 at New County Hall.

## 26044 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 representative of PFRAG addressed the meeting giving a brief update on their action in the past month. The representative commented that it had been a quiet month, but the group had met with CC Crawford, and attended the 'Pint with Perran' meeting to listen to residents' concerns. The leaflet drop had not yet been completed, and the petition has now gathered over 400 signatures.

Councillor Nash questioned if all the signatures on the petition were from parishioners. The representative commented that the petition is open to everyone and that anyone who lives or visits Portreath are welcome to sign if they wish.

## 26045 To receive the report of Cornwall Councillor Cliff Crawford, authorise any actions and consider any associated expenditure

The meeting heard the report of CC Crawford. [CC Crawford- March Report](#)

## 26046 Planning

### a) To give consideration as consultees to:

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

None

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

The meeting noted that planning application [PA25/09178](#) had been approved, [PA25/06373](#) had been refused and [PA26/00171/PREAPP](#) had been closed with advice given.

## 26047 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 28<sup>th</sup> February 2026 the balance of the current account stood at £38,030.99 and the balance of the Savings Account stood at £86,779.22. The bank statements for the month of January 2026 were signed by the Chairman.

#### ii. To approve the bank reconciliation for the month of February 2026

The Clerk presented the Bank reconciliation for the month of January 2026 to the meeting. This was approved by councillors and signed by the Chairman.

#### iii. To receive the Payment Schedule for the period 1<sup>st</sup> February 2026 – 28<sup>th</sup> February 2026 and authorise payment of invoices received, and payments scheduled for 1<sup>st</sup> March 2026– 31<sup>st</sup> March 2026

Outlining the payment schedule the Clerk detailed payments made totalling £12,237.41 for the period 1<sup>st</sup> January 2026 – 31<sup>st</sup> January 2026 and payments totalling £11,390.00 due for payment in the period 1<sup>st</sup> February 2026 – 28<sup>th</sup> February 2026.

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

#### iv. To note any income received

The Clerk reported income of £4.87 donation towards the running cost of the public toilets.

#### v. To note the FSCS limit has increased to £120,000

The meeting noted the increased FSCS Limit of £120,000.00.

### b) Staffing Committee Update

The meeting welcomed the new Parish Council Support Officer and the noted Staffing Update contained within the Clerks Report. [Clerks Report](#)

The Clerk confirmed that they would be training the new PCSO over the coming weeks.

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

The meeting welcomed the new Parish Council Support Officer and the noted Staffing Update contained within the Clerks Report. [Clerks Report](#)

The Clerk added that they had attended Accessible Documents training and have AI with your Council Training booked for the coming months.

The Clerk informed the meeting that following the recent storm that it was necessary for a tree survey to be carried out on the duke of Leeds land. It is also 3 years since that last tree survey, so the routing survey was now due inline with the council risk assessment. The Clerk confirmed that they would gather quotes and anticipated the cost to be less than £500 so would appoint a contract under delegated authority to carry out the works.

The Clerk informed the meeting that they had requested the follow up meeting with South West Water as promised at the meeting on the 14<sup>th</sup> July 2025 be scheduled as soon as possible.

**d) Update from Love Portreath CAN**

The meeting noted the report from Love Portreath. [Love Portreath Report](#)

**e) YOUTH Engagement Working Group**

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

**f) WAAF Site Working Group**

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

**g) Update from the Facilities Working Group**

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

**26248 To consider entering an Expression of Interest in creating a Neighbourhood Priority Statement (NPS) for the Parish of Portreath**, authorise any action and consider

The Chairman summarised the CC NPS initiative. The Chairman commented that the information from the local council's NPS would feed into the creation of the next Cornwall Local Plan. The Chairman informed the meeting that they had contacted several local councils who were involved with the piolet scheme for their feedback and commented that two of the local council paid a contractor to write their NPS. The Chairman informed the meeting that a steering group would need to be formed to facilitate the necessary public engagement that would be required to complete a NPS. The Chairman commented that they had spoken to the CC lead on the NPS and they had inform him that a template document would be made available to interested town and parish councils, and that should council choose they could provide a list of the parish's priorities rather than the full document (following the appropriate level of public consultation).

Following discussion Members of Portreath Parish Council unanimously RESLOVED to Register an expression of interest with Cornwall Council for the NPS Initiative.

**26049 To receive various items of correspondence**, authorise any action and consider associated expenditure

**a) Correspondence circulated by email**

None

**b) General correspondence**

Members of Portreath Parish Council noted a letter of objection to the current Environment Agency Plan for the Flood resilience project in Portreath.

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

The Clerk outlined a FOI request from Reform UK regarding the precept data. The Clerk commented that this information is available in the budget setting documents published on the parish council website.

**26050 To give consideration to any applications received for grants/donations**

None

**26051 To agree the date of the next meeting**, 13<sup>th</sup> April 2026, 6:30pm

Councillors agreed the date of the next full meeting of the council be Monday 13<sup>th</sup> April 2026, at 6:30pm.

**26052 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** 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

**26053 To approve the payment of the additional hours that the Clerk has worked up to the end of 25/26, authorise any action and consider associated expenditure**

Members of Portreath Parish Council unanimously **RESOLVED** to approve the payment of the additional hours that the Clerk has worked up to the end of 25/26, totalling 50 hours with final outstanding hours carried over in lieu to the year 26/27.

**26054 Close of Meeting**

The Chairman closed the meeting at 19:29.

Date: **13<sup>th</sup> April 2026**

Name: **Cllr. I. Stewart**

Signed:

DRAFT