Minutes from the FULL MEETING of PORTREATH PARISH COUNCIL on Monday 6th July 2026, held at St. Mary's Church Hall, 6:30pm

Councillors:

Mr. D. Crabtree, Ms. J. Cafe, Ms. J. Parker, Mr. M. Hitchen & Mrs. A. Jarman
7 Members of the Public
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
FSCS	Financial Services Compensation Scheme
CSO	Combine Sewage Overflow
EDM	Event Duration Monitoring

26376 Chairman's Welcome

With the Chairman of the Council and Vice-Chairman both absent, nominations for a Chairman for the meeting were invited. Members of Portreath Parish Council unanimously RESOLVED to appoint Cllr. Crabtree as Chair of this meeting. The Chairman welcomed those present to the meeting and explained the safety procedures.

26377 To confirm the minutes of the Full Meeting of the Council held on Monday 15th June 2026

Councillors unanimously **RESOLVED** the minutes for the Additional Full Meeting held on 15th June 2026 be signed as constituting an accurate record of proceedings.

26378 To Receive Apologies

The meeting noted apologies from Cllrs G. Tull, J. Tull, I. Stewart & S. Nash.

26379 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.

Cllr. Parker declared an interest in item 26384 a) i).

26380 Members Dispensations

a) To note approved dispensations relevant to items on the agenda

The meeting noted that Cllr. Cafe has dispensation to speak and vote on this matter of the Environment Agency Flood Resilience Flood Resilience Project.

b) To discuss and determine any new dispensations received

None.

26381 Chairman's Report

The meeting noted the **Chairman's Report.**

26382 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)

None.

26383 To receive the report of Cornwall Councillor Cliff Crawford, authorise any actions and consider any associated expenditure

The meeting noted **CC Crawford's Report**.

26384 Planning

a) To give consideration as consultees to:

i) PA26/03840 | Replacement of rear extension, side extension and interior alterations | Myrtle Cottage Primrose Terrace Portreath Redruth Cornwall TR16 4JS

Cllr. Parker left the meeting at this point.

The Chairman introduced the proposal. The applicant of the proposal spoke in support of the application. Members of Portreath Parish Council unanimously **RESOLVED** to support the proposal.

Cllr. Parker re-joined the meeting at this point.

ii) PA26/02590 | Application for Permission in Principle for the construction of up to 2 self-build affordable dwellings (minimum of 2, maximum of 2) | Land North East Of Tram Road Cottage Nancekuke TR16 5UQ

The Chairman introduced the proposal. The applicant spoke in support of the proposal. Members of the Council asked questions of the applicant and a discussion took place. Members for Portreath Parish Council unanimously **RESOLVED** to support this proposal as there is a documented significant need for affordable housing in the parish, however it should be conditioned that the properties meet Policy 3 (principal residency requirement) of the Portreath Neighbourhood Development Plan. Councillors request that the planning officers do not return a 5-day notice on this application.

iii) PA26/04204 | Conversion of Redundant Building to Form Dwelling (self and custom build) | Pole Barns Mile Hill Porthtowan Truro Cornwall TR4 8TY

The Chairman introduced the proposal. A discussion took place and concerns were raised. Members of Portreath Parish Council unanimously **OBJECT** to this proposal. Councillors expressed concern that the current agricultural building has not been in place for 10 years and questioned its use since being built, Councillors commented that the proposed building would contradict policies 1 and 4 of the Portreath Neighbourhood Development Plan. Councillors expressed concern that approving this application would set precedent of presumption of favour to build in the open countryside.

iv) PA26/03227 | Change of use/conversion of existing unused agricultural buildings to single dwelling | South View Farm Nancekuke Redruth Cornwall TR16 4HU

The Chairman introduced the proposal. The applicant spoke in support of the proposal.

Members of Portreath Parish Council unanimously **RESOLVED** to support this proposal, requesting that a condition be included to ensure the development meets policy 3 (principal residency requirement) of the Portreath Neighbourhood Development Plan.

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

None.

i) PA26/02364 | Proposed two storey rear extension following demolition of existing outbuildings | 11 Tregea Terrace Portreath Redruth Cornwall TR16 4NG

This planning application would be considered at a separate Planning Meeting, which it was agreed would be held on Monday 3rd August 2026, to be held in the Community Hub.

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 planning appeal outcome from the planning application

PA25/05447 | Prior approval for proposed conversion of an agricultural building to two C3 dwellinghouses | The Orchard Nancekuke Redruth TR16 5UJ

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

The meeting noted that planning application PA26/03085 had been approved.

26385 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 30th June 2026 the balance of the current account stood at £14,054.21 and the balance of the Savings Account stood at £137,814.34**.** The bank statements for the month of June 2026 were signed by the Cllr. Crabtree.

ii) To approve the bank reconciliation for the month of June 2026

The Clerk presented the Bank reconciliation for the month of June 2026 to the meeting. This was approved by councillors and signed by Cllr. Crabtree**.**

iii) To receive the Payment Schedule for the period 1st June 2026 – 30th June 2026 and authorise payment of invoices received, and payments scheduled for 1st July 2026– 31st July 2026

Outlining the payment schedule the Clerk detailed payments made totalling £11500.62 for the period 1st June 2026 – 30th June 2026 and payments totalling £16,690.00 due for payment in the period 1st July 2026 – 31st July 2026. Cllr. Crabtree proposed that the clerk line up payments as listed in the schedule. This was seconded by Cllr. Cafe, put to the meeting and carried unanimously.

iv) To note any income received

The meeting noted income totalling £620.00

- £585.42 Bank Account Interest

- £ 35.53 donations towards running of the toilets.

v) Budget Review

Councillors reviewed the budget. The Clerk summarised the income and expenditure, commenting that the council was working within its budget for the first quarter of the year, but commented that there were little free or unallocated reserves, and the council must remain mindful of this when considering any unbudgeted expenditure.

b) Staffing Committee

The meeting noted the **Clerk's Report**.

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

i) General Update

The meeting noted the **Clerk's Report**

The Clerk added

- **ROI Forms** had been sent out to all Councillors in a digital format, to be completed and returned as soon as possible.
- **Remembrance Service 2026** initial preparations would commence next week by the Clerk and Parish Council Support Officer.
- **Planning meeting**. An additional meeting would be necessary to consider a further Planning Application received, agreed to be Monday 3rd August
- **Tree works** to be scheduled for 6 July 2026
- **NDP Website.** As approved in October 2025 the works to transfer the NDP website to the Parish Council website had been instructed, saving over £150 this year and over £300 annually going forward.
- **Rocky Pool**. A report from a member of the public of hazardous iron bars in the sea pool at Portreath had been followed up by the office and reported to Cornwall Council Maritime Section. It was understood action had now been taken to remove the hazard.
- **Dog poo Fairy signage** had been received by the office, to be displayed in appropriate places in the parish. Cllrs. Hitchen and Parker volunteered to display signs.
- **Facilities**
  - Fire Alarm engineer call out, checked and in working order
  - Coffee morning to break for summer school holidays
  - Volunteer asked to deliver donations received for Royal Cornwall Hospital following the collection at Coffee morning as part of the Great Cornish Cuppa & Cake.
  - VOA review. Confirmation has been received the Parish Offices and Community Hub have been re-rated, refunds for periods 2024-25 and 2025-26 to be issued.
- **Parking.** Parking enforcement was discussed by the members. Tregea Hill and outside the Public Toilets were problem areas, and the placing of cones was suggested to deter vehicles parking.
  Following a recent meeting with Parking Enforcement and Highways, the Clerk advised their visits had now increased in the area. Signage at the bottom of Tregea Hill had been removed and could not be enforced until it was replaced.

d) YOUTH Engagement Working Group

The meeting noted the **Clerk's Report**

e) Love Portreath CAN

The meeting noted the **Love Portreath CAN Report**

f) WAAF Site Working Group

The meeting noted the **Clerk's Report**. Site visit was scheduled for July.

g) NPS Update

The meeting noted the **Clerk's Report**. Cllrs. Crabtree, Hitchen and Cafe volunteered to join the NPS Steering group. The first meeting of the group would be held in September. Volunteer members of the NPS Steering group could live inside or outside the parish of Portreath, however priority would be given to

those living inside the parish. The Clerk would prepare Terms of Reference and circulate NPS webinars to the councillor volunteers.

h) Noticeboards

The Clerk advised it was becoming increasingly difficult to accommodate advertising for events ran by local businesses and community groups in addition to Council notices. Administering the boards was time consuming, however they played an important role of displaying information of what's on, benefitting both parishioners and visitors to the town. Cllr. Jarman would ask PIC if they could install a notice board in the carpark for local events. In future the Council notice board next to the Parish Offices would be for Council notices and events only. The Clerk would draft a Noticeboard policy.

26386 To prepare a response to the Cornwall Council Consultation: Public Space Protection Order - Dog foul, on leads and exclusions 2026, authorise any action and consider associated expenditure

The meeting considered their responses to this consultation and agreed to respond with the following:

Q1. Clerk to the Council & RFO – Portreath Parish Council

Q2. YES

Q3. N/A

Q4. N/A

Q5. NO

Q6. Please update the record for exclusion area 101. to reflect the name of the park changing to 'Greenslade Park'

Q7. N/A

Q8. NO

Q9. Please add Greenfield Gardens, Sunnyvale Road/Greenfield Terrace, Portreath to this order. W3W: mascot.plod.bunkers

Q10. N/A

Q11. YES

Q12. N/A

Q13. N/A

26387 To consider installing the appropriate post outside the Community Hub to facilitate the replacement of the bin removed during the improvements to the streetlighting, authorise any action and consider associated expenditure

This item was deferred until the next Full Meeting of the Council as quotations were yet to be received.

The meeting further agreed that Cornwall Council be asked to supply two additional bins at each end of Green Lane. The Clerk would issue a request to Cornwall Council.

26388 To receive various items of correspondence, authorise any action and consider associated expenditure

a) Correspondence circulated by email

- **Love Portreath CAN**. Concerns were raised about a volunteer-led weeding initiative, as health and safety, insurance and risk management would need to be considered. The Clerk would reply advising the Parish Council will bear these ideas in mind in future.
- **South West Water**
  Members noted this correspondence.
- **Resident-Harbour Seaweed**
  Members noted this correspondence.
- **Road Safety Concern – Beach Road & Tregea Hill.**
  Councillors noted this correspondence
- **Cornwall Destination Organisation**

Councillors agreed to give a donation of £200 to Cornwall Destination Organisation helping promote tourism in the parish.

b) General correspondence

- **Citizens Advice**

  Councillors agreed a donation of £100 to be given to Citizens Advice as parishioners in Portreath benefitted from their support.

c) Request Correspondence received since the preparation of this agenda

- The Clerk advised an email had been received from Cornwall Council asking for feedback regarding engagement of Parish and Town Councillors with their designated Cornwall Councillor, and how useful this was. The Clerk would liaise with Councillors and reply to Cornwall Council accordingly.

26389 To give consideration to any applications received for grants/donations

This item was dealt with at item 26388 a) and b).

26390 To agree the date of the next meeting, 7th September 2026, 6:30pm

An additional Full Council meeting would be held prior to this on 3rd August 2026.

26391 Close of Meeting

The Chairman thanked everyone for their attendance and closed the meeting at 20.37.

Date: 3rd August 2026

Name: Cllr. Ian Stewart

Signed: