Minutes from the FULL MEETING of PORTREATH PARISH COUNCIL on Monday 7th September, held at St. Mary's Church Hall, 6:30pm

Councillors:

Chairman Mr. I. Stewart, Mr. D. Crabtree, Ms. J. Cafe, Ms. J. Parker, Mrs. S. Nash
6 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

26415 Chairman's Welcome

The Chairman welcomed those present to the meeting and explained the safety procedures.

26416 To confirm the minutes of the Additional Full Meeting of the Council held on Monday 13th August 2026

Councillors unanimously **RESOLVED** the minutes for the Additional Full Meeting held on 13th August 2026 be signed as constituting an accurate record of proceedings.

26417 To Receive Apologies

The meeting noted apologies from Cllrs J & G Tull.
Cllrs. Hitchen and Jarman were absent from the meeting.

26418 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.

26419 Members Dispensations

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

The meeting noted that Cllr. Café, Stewart & Nash have dispensations 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.

26420 Chairman's Report

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

26421 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)

In response to a question from a member of the public, Cllr. Stewart advised the Environment Agency website included details of areas at risk of flooding in Portreath.

26422 To receive the report of Cornwall Councillor Cliff Crawford, authorise any actions and consider any associated expenditure

None had been received. The Clerk advised they had asked Cllr. Crawford to investigate the removal of parking bays at Bridge Industrial Estate

26423 Planning

a) To give consideration as consultees to:

i) PA26/05231 | Use of building for ancillary and holiday accommodation | Greenfield Villas Penberthy Road Portreath Redruth Cornwall TR16 4LS

A discussion took place and Councillors voiced their concerns. Members of Portreath Parish Council unanimously **RESOLVED** to object to this proposal, members views remain the same from the application in 2023, PA23/04696 the building should only be occupied by members of the family or non-paying guests of the occupiers of the dwelling known as Greenfield Villas Terrace and shall not be used at any time as a separate residential unit of accommodation or as paid holiday accommodation. Councillors are concerned at the lack of parking available for the proposed and the host dwelling and feel that the supporting documents in the application are misleading with regards to available parking as the parking at the host dwelling is also shared with the flat (1A Greenfield Villas) above the host dwelling

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

i) PA26/05214, To note the council responded to agree with the recommendations of the planning officer

The meeting noted a further 5 day notice had been received, with the planning officer indication that they were minded to approve the proposal. The Local Planning Authority's position had changed due to a new version of the National Planning Policy Framework, changing the National Policy position against which the proposal should be assessed.

Councillors would inform the Clerk by lunchtime on 9th September of their preferred choice from the following options:

1. Agree with the planning officer's recommendation.
2. Agree to disagree with the planning officer's recommendation.
3. Disagree with the planning officer's recommendation and request the LPA consider referring the matter to planning committee.

d) To note any planning appeals

None.

e) To consider any planning applications in neighbouring parishes that may have the potential to affect the Portreath Stream catchment and increase the risk of surface water or fluvial flooding within Portreath Parish, and to determine whether the Council should submit observations to Cornwall Council or any other relevant body

None.

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

The meeting noted that planning applications **PA26/04625** and **PA26/04462** **Had been approved and Planning application PA26/02364** Had been refused.

26424 To receive the following reports, authorise any action and consider associated expenditure

a) Finance

i) To receive a report on the balance of the bank account

The Clerk reported that on the 31st August 2026 the balance of the current account stood at £20,136.27 and the balance of the Savings Account stood at £122,814.34**.** The bank statements for the month of July & August 2026 were signed by the Chairman.

ii) To approve the bank reconciliation for the months of July & August 2026

The Clerk presented the Bank reconciliation for the months of July and August 2026 to the meeting. This was approved by councillors and signed by the Chairman**.**

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

Outlining the payment schedule the Clerk detailed payments made totalling £13511.51 for the period 1st July 2026 – 31st August 2026 and payments totalling £15,890.00 due for payment in the period 1st July 2026 – 31st July 2026. Cllr. Nash 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 £4895.66

- £360.00 MVRG Grant towards youth engagement
- £3691.03 Business Rates Rebate
- £30.00 Community Hub Donation
- £400.00 Hub Hire Fees
- £215.00 Community Chest Grant

- £79.63 Donations Towards the running of the public toilets
-

v) To note the price change in electricity unit price and daily standing charge.

The meeting noted the increase of daily standing charge from 69.418p to 71.960p and unit price from 31.085 p/kWh 33.487p/ kWh.

vi) To reaffirm the resolution to give the Clerk delegated authority to enter into or renew electricity supply contracts on behalf of the Council, following appropriate comparison of available tariffs, in order to secure the best overall value for money and minimise the Council's electricity costs.

Members of Portreath Parish Council unanimously **RESOLVED** to reaffirm the resolution to give the Clerk delegated authority to enter into or renew electricity supply contracts on behalf of the Council, following appropriate comparison of available tariffs, in order to secure the best overall value for money and minimise the Council's electricity costs.

vii) To form a budgeting working group for the process budgeting for the year 27/28, authorise any action and consider associated expenditure

Members of Portreath Parish Council unanimously **RESOLVED** to form a budgeting working group to lead the process of forming the 27/28 budget and precept for approval of the full council at their meeting scheduled for the 7th December 2026.

Members of the working group would be Cllrs. Stewart, Crabtree, Nash, Cafe and the Clerk.

viii) To approve the Term of Reference for the Budgeting 26/27 Working Group

The meeting unanimously **RESOLVED** to approve the Terms of Reference for the Budgeting 26/27 Working Group.

b) Staffing Committee

The meeting noted the Staffing Committee Report. **Clerk's Report .** The next meeting would be held once appraisals had been completed.

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

i) General Update

The Meeting noted the Clerks Report: **Clerk's Report .** Further to the report, the Clerk reminded Councillors who had not yet completed a digital Register of Interests form to do so as soon as possible. Cllrs. Stewart and Parker would be attending a Local Council training session on Housing Viability on 16 September 2026. The Clerk recommended Councillors attend the Whole Society Resilience Conference on 22 September at the Royal Cornwall Showground if possible.

ii) To approve the event Trembling Tram on the 31st October 2026, authorise any action and consider associated expenditure

Members of Portreath Parish Council unanimously **RESOLVED** to approve the use of Parish Council land for the Trembling Tram Event provided that the organisers confirm there are adequate insurance in place prior to the event taking place.

iii) To consider becoming custodians of the Portreath Exhibition Materials held by a parishioner.

Members of Portreath Parish Council unanimously **RESOLVED** to approve becoming custodians of the Portreath Exhibition Materials held by a parishioner.

d) YOUTH Engagement Working Group

i) General Update

The meeting noted the Youth Engagement Working Group Report. **Clerk's Report**

ii) To Note the Summer Youth Engagement Impact Report

Members of Portreath Parish Council noted the Summer Youth Engagement Impact Report. **Summer Youth Engagement Impact Report**

iii) To consider funding the chips for the fortnightly Chips & Chill Sessions, authorise any action and consider associated expenditure

The Clerk suggested deferring this debate to a future meeting.

e) Facilities Working Group

The meeting noted the Facilities Working Group Report. Clerk's Report . The Chairman advised the replacement of improved door locks in the public toilets was in progress.

f) Love Portreath CAN

The Meeting noted the Love Portreath September Report. Love Portreath Report

g) WAAF Site Working Group

The Clerk informed the meeting that they still await the interim report from the Health & Safety Consultant.

h) Investment Strategy Working Group

The Clerk suggested that this group should meet and discuss a plan for implementing an investment strategy.

i) NPS Update

i) General Update

The first meeting of the NPS Working Group would be held on 21st September 2026. Cllr. Stewart would Chair the first meeting and the Group would chose a Chair for subsequent meetings. The Clerk advised nine volunteers were due to attend the meeting.

iv) To approve the TOR for the NPS Working Group

Members of Portreath Parish Council unanimously **RESOLVED** to adopt the NPS Working Group Terms of reference (ToR).

26425 To note the Local Government Service Pay Agreement 2026/27, authorise any action and consider associated expenditure

The meeting noted the Local Government Service Pay Agreement 2026/27.

26426 To consider and formulate a response to the Cornwall Council 'Van Dweller Survey', authorise any action and consider associated expenditure

Suggested responses to the Van Dweller Survey had been previously circulated and were displayed and considered by Councillors. Cllr. Nash asked that issues in Greenfield Terrace similar to those in Penberthy Road be included in the responses. Members of Portreath Parish Council unanimously **RESOLVED** to submit the completed survey to Cornwall Council.

26427 To review the Council's Complaint Handling Procedure, authorise any action and consider associated expenditure

Councillors reviewed the document and unanimously **RESOLVED** to make the changes recommended by the Clerk.

26428 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 2026, authorise any action and consider associated expenditure

The meeting noted the conclusion of audit and publication of the Notice of Conclusion of Audit Annual Governance and Accountability Return for the year ended 31st March 2026.

26429 To receive various items of correspondence, authorise any action and consider associated expenditure

a) Correspondence circulated by email

None.

b) General correspondence

i) Various Correspondence in copy to the Environment Agency Expressing concern at the plans for the project, including several specific complaint and threats legal action from landowners direct affected by the proposals, including correspondence for Portreath Preschool and Portreath Flood resilience Action Group.

The correspondence was noted.

ii) 4 Copies of the template letter of concern from Portreath Flood Resilience Action Group Supporters

Cllr. Stewart asked all Councillors to familiarise themselves with information on the Environment Agency website, so they were fully aware of the facts.

iii) Feedback on Councillor decision to support planning application:

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

Comments received were noted by the meeting.

iv) Correspondence relating to young people around the harbour

The correspondence was noted.

v) Various correspondence in copy to the CEO of South West Water.

The Chairman suggested that the council contact Alan Burrows to arrange the next meeting scheduled to discuss the works to reduce the CSO's from the Bridge pumping station.

vi) Request from Redruth Town Councillor Arran Mays to support the introduction of a bus stop at the Bridge industrial estate

The Clerk would reply to Cllr. Mays and ask Cllr. Crawford to pursue the request.

c) Request Correspondence received since the preparation of this agenda

- **Portreath Harbour Repairs**

The meeting noted that the council had been copied into correspondence chain between a resident and Cornwall Harbours regarding repair works.

- **Further correspondence received in copy to the CEO of South West Water**.
  Noted.

26430 To give consideration to any applications received for grants/donations

Emergency Grant – Portreath Harbour Association

An application had been received from Portreath Harbour Association for a grant. Following a discussion, it was agreed the item would be deferred until the next meeting of the Council, and that the Clerk would contact Portreath Harbour Association for further information in respect of the application.

26431 To agree the date of the next meeting, 5th October 2026, 6:30pm

The Clerk reminded the meeting that the first NPS Working Group meeting would be held on the 21st September 2026 at 6.00pm in the Community Hub.

The meeting agreed that the date of the next full meeting of the council would be 5th October.

26432 Close of Meeting

The Chairman thanked everyone for their attendance and closed the meeting at 8.20.

Date: 5th October 2026

Name: Cllr. Ian Stewart

Signed: