

Porthleven Town Council

MINUTES OF THE TOWN COUNCIL MEETING, HELD

AT INSTITUTE COTTAGE, CLIFF ROAD

ON THURSDAY, 12th JUNE 2025 @ 7pm

Present:	Cllr. Toy (in the Chair)	Cllr. Munday	Cllr. Naylor
	Cllr. Berryman	Cllr. Short	C Thompson (Clerk)
In Attendance:	Cllr. Hodgetts – Cornwall Council	Mr J Jones	

Minute	AGENDA ITEMS	Action
	<p>Apologies for Absence Cllr. Shainberg and Horne forwarded their apologies</p> <p>Declaration of Interests Cllr. Naylor declared interests in planning applications PA25/03321 and PA25/02203</p>	
017/2526	<p>To receive and approve minutes of the Annual Meeting and Town Council meeting held on 15th May Proposed from the Chair and AGREED as a true and accurate record</p>	Clerk
018/2526	<p>Matters arising from the minutes of the Annual Meeting and Town Council meeting held on 15th May None</p>	
019/2526	<p>Planning – to receive and comment <i>Cllr. Naylor left the room for the discussion and vote for PA25/03321 & PA25/02203</i></p> <p><u>Planning Public Participation</u> None</p> <p><u>Category 1 applications:</u> PA25/03321 47 The Shrubberies – Proposed cladding to gable end Applicant: Mr Rigg Discussed Proposed from the Chair and AGREED to support this application</p> <p>PA25/03297 20 The Crescent – Proposed roof extension and alterations. Applicant: Mr & Mrs James & Verity Colwell Discussed Proposed by Cllr. Short, seconded by Cllr. Naylor, and AGREED to make no objections</p> <p><u>Category 2 applications:</u> PA25/02203</p>	<p>Clerk</p> <p>Clerk</p>

	<p>J H Ching Memorial Works, The Gue – Proposed demolition of workshop and erection of new dwelling. Applicant: Mr Steve Dyer Leads: Cllrs. Berryman and Horne Discussed Proposed by Cllr. Berryman, seconded by Cllr. Munday, and AGREED to make no objections.</p>	Clerk
020/2526	<p>Public participation (non-planning matters) Mr Jones addressed the Members regarding the proposed transfer, by Cornwall Council, of Kitto's Field carpark to Cormac Group. Noted that he had set up a petition, against the transfer, which had already over 1000 signatures. Requested the presence of the Town Council at an organised protest on Friday 13th June</p>	
021/2526	<p>Observations upon matters raised during Public Participation The Mayor thanked Mr Jones, noting the Town Council had expressed an interest in taking on Kitto's Field Carpark to Cornwall Council. Confirmed that he would be at the protest on behalf of the Town Council</p>	
022/2526	<p>Mayor's Report The Mayor reported: Attending various meetings and events including Porthleven Community Hub morning, Penryn Civic Service, Bodmin Civic Service, Porthleven Food Festival meeting and Bickford Smith Institute meetings</p>	
023/2526	<p>Deputy Mayor's Report No report</p>	
024/2526	<p>Town Clerk's Report Town Clerk reported the following: Casual Vacancy The Clerk noted that advertisement for the 2 casual vacancies is ongoing with the deadline for submissions of interest 1st July Bickford Smith Institute Working Party Clerk reported that a site visit from the Conservation Officer regarding the pre-application advice had taken place. Conservation Officer supportive of the rejuvenation plans with the exception of the proposed mezzanine floor. A full report will follow. Expressions of Interest had been submitted to Historic Houses Foundation towards investigation costs. Consultant, Steve Horscroft, also investigating funding grants from Town Regeneration and Investment Programme (Cornwall Council) and Village Hall Improvement Grant (Action with Communities in Rural England) Audit Currently liaising with our Internal Auditor and will be calling a special meeting at the end of the month to approve the final Annual Governance and Accountability Return for 2024 - 25</p>	Clerk
025/2526	<p>Cornwall Councillor Report Cllr. Hodgetts reported on a number of items including: Reported attending numerous training sessions, briefing sessions and meetings with Cornwall Council. Cornwall Council committees include</p>	

	Community Wellbeing Overview and Scrutiny, West Sub Area Planning Committee and Sub for Central Area Planning Committee. Currently meeting with local representatives including local PCSO to understand local issues.	
026/2526	Accounts Clerk provided details of accounts for approval Discussed Proposed from the Chair and AGREED	Clerk
027/2526	Requests for Financial Support None	
028/2526	Reports on Meetings Attended as a representative of Porthleven Town Council Cllr. Naylor: Porthleven Food Festival Committee meeting, noted that the next meeting would include a discussion regarding the possibility of not holding a festival next year Cllr. Short: Porthleven Harbour 200-year Anniversary – reported plans for the day were being finalised and include the Town Council assisting by overseeing ‘picnic in the park’ segment, which will include duck racing and sport games for young people, on the Moors Recreation Ground	
029/2526	Porthleven Prize 2025 Exhibition Clerk presented request from Bath Spa University for use of the Moors Recreation Ground from 9 - 14 August 2025 as part of this year's Porthleven Prize Discussed Proposed from the Chair and AGREED to grant permission for the use of the Moors Recreation Ground for ‘Banners on the Moors’ and ‘Community Workshop’ between 9 – 14 August as part of the Porthleven Prize 2025 Exhibition	Clerk

There being no further business, the meeting closed at 8.15pm

Signature: Cllr. Toy, Mayor

Date: 10th July 2025

JUNE 2025 - EXPENDITURE EXCEEDING £100

	£
CORNWALL COUNCIL: Non Domestic Rates Shrubberies Car Park	104.00
	£
CORNWALL COUNCIL: Non Domestic Rates Institute Cottage	204.00
	£
EDF: BSI Electricity	186.14
STAFFING COSTS: All staff related costs including pension, NI, Tax, HM Revenue Payments etc	£ 4,117.16
	£
DEFIB STORE: Battery packs x 3	368.40
	£
PLAYSAFETY LTD: Annual inspection	196.80
	£
INDEPENDENT RURAL SERVICES: Ground maintenance	862.00
	£
CORSEV: Public toilet cleaning	2,485.60
	£
ALARM GUARD: Maintenance and monitoring	228.00
	-£
C THOMPSON: Expenses May (cheque not processed)	153.59
C THOMPSON: Expenses including Fasthosts website hosting, mobile credit, postage, stationery. Cheque 6159 May expenses cancelled and re-issued as an add on to June expenses	£ 210.17
	£
EDF: Institute Light (Oct - Mar)	529.28