

**Porthleven Town Council**  
**MINUTES OF THE TOWN COUNCIL MEETING, HELD**  
**AT INSTITUTE COTTAGE, CLIFF ROAD**  
**ON THURSDAY, 11<sup>th</sup> DECEMBER 2025 @ 7pm**

<b>Present:</b>	Cllr. Toy (in the Chair)	Cllr. Munday	Cllr. Naylor
	Cllr. Berryman	Cllr. Horne	Cllr. Shainberg
	C Thompson (Clerk)		
<b>In Attendance:</b>	Cornwall Cllr. Hodgetts		

Minute	AGENDA ITEMS	Action
	<p><b>Apologies for Absence</b> Cllr. Short forwarded her apologies</p> <p><b>Declaration of Interests</b> Cllr. Munday declared a non-pecuniary interest regarding minute 109/2526 application CIC252602 from Porthleven Surf Club as he is the club Secretary Cllr. Horne declared a non-pecuniary interest regarding minute 097/2526 PA25/08311</p>	
095/2526	<p><b>To receive and approve minutes of the Town Council meeting held on 13<sup>th</sup> November</b> Proposed from the Chair and AGREED as a true and accurate record</p>	
096/2526	<p><b>Matters arising from the minutes of the Town Council meeting held on 13<sup>th</sup> November</b> None</p>	
097/2526	<p><b>Planning – to receive and comment</b> <b><u>Planning Public Participation</u></b> None <b><u>Category 1 applications:</u></b> <i>Cllr. Horne left the room during the discussion and vote of the following application</i> <b>PA25/08311</b> 36 St Peters Way – Proposed side and rear extension &amp; associated works. Applicant: Mr Tony Woodhams Discussed Proposed by Cllr. Shainberg, seconded by Cllr. Munday, and AGREED to support this application <b>PA25/08334</b> 6 Forth Scol – Replacement windows and doors (front and rear) same as previous Applicant: Mrs Susan Pond</p>	Clerk

	<p>Discussed Proposed from the Chair and AGREED to support <b>PA25/08832</b> 1 Tregonning View – Proposed replacement side &amp; rear extension with associated works. Applicant: Mr &amp; Miss Dan &amp; Jade Greet / Billing</p> <p>Discussed Proposed by Cllr. Munday, seconded by Cllr. Berryman, and AGREED to make no comment <b>PA25/09049</b> Porthgadunna, 14 Mill Close – Loft conversion and internal alterations Applicant: Mr and Mrs Edward D Miners and Joanne Miners</p> <p>Discussed Proposed from the Chair and AGREED to support <b>Category 2 applications:</b> None</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
098/2526	<p><b>Public participation (non-planning matters)</b> None</p>	
099/2526	<p><b>Observations upon matters raised during Public Participation</b> None</p>	
100/2526	<p><b>Mayor's Report</b> The Mayor reported attending various meetings and events including St Bartholmew's Nine Lessons, switch on of the Christmas Lights, accepted a donation from the Bryher Boys towards replacing the play equipment on the Moors Recreation Ground, Beach Safety meeting, planted trees at Porthleven School with the High Sheriff of Cornwall and attended the planting of the tree of Peace at County Hall</p>	
101/2526	<p><b>Deputy Mayor's Report</b> No report</p>	
102/2526	<p><b>Town Clerk's Report</b> Town Clerk reported various items including the following: <b>PA25/05504</b> Praze Farm, Green Lane – Demolition of previously approved barn conversion for five dwellings and construction of three sustainable dwellings and associated works. Applicant: Dr John Slade This application did not get the support to be presented to the Cornwall Council Planning Committee and was approved under delegated powers <b>Beach Safety</b> Meeting held on Tuesday 18<sup>th</sup> November to discuss with relevant stakeholders including National Trust, Porthleven Harbour &amp; Dock Company, Porthleven Surf Club, Cornwall Council and Porthleven Coastguard. Signage and practical approaches to highlight dangers discussed. The importance of clear signage, in the correct location and relevant information was noted as key to educate users of the beach regarding safety.</p>	

	<p>Outcomes</p> <ul style="list-style-type: none"> <li>• Cormac to review current signage in conjunction with RNLI and National Trust. New signage will include the RNLI 'Float to Live' campaign information. Final draft signage to be disseminated to all present.</li> <li>• Location of the signage for Blue Buoy Steps to be reviewed</li> <li>• Cormac to send details of a weighted 'A' frame sign that could be utilised during high swells to highlight the dangers of using Porthleven Beach during poor conditions. 'A' frame to be used in conjunction with cordon tape currently used by Porthleven Coastguard by the top of the slip to the beach and at the top of Blue Buoy Steps.</li> </ul> <p><b>CIL Funding</b></p> <p>Cornwall Council have announced that they will be releasing their fifth round of CIL funding in January. Currently liaising with Naomi Osmond, the Moors Park Group, to submit an expression of interest for replacing the play equipment on the Moors Recreation Ground.</p> <p><b>The Moors Recreation Ground Play Equipment</b></p> <p>Please to note that the Go Fund Me, set up by the Moors Park Group, is going well. As well as the other initiatives including £1,285 from the recent coffee morning with the Porthleven Lights and a donation of £500 from the Bryher Boys.</p>	
103/2526	<p><b>Cornwall Councillor Report</b></p> <p>Reported various items including:</p> <p>Confirmation of the Cornwall Councillor Community Chest is now available, please contact Cllr. Hodgetts direct for details on obtaining a small grant.</p> <p>Noted that he was intending to put forward, from his position as Cornwall Councillor, an expression of interest to the Community Highways Improvement Programme to make Fore Street / Wellington Road Disability Discrimination Act (DDA) compliant</p>	
104/2526	<p><b>Accounts</b></p> <p>Clerk provided details of accounts for approval</p> <p>Discussed</p> <p>Proposed from the Chair and AGREED</p>	Clerk
105/2526	<p><b>Requests for Financial Support</b></p> <p>None</p>	
106/2526	<p><b>Reports on Meetings Attended as a representative of Porthleven Town Council</b></p> <p>Cllr. Horne reported attending meetings of the Porthleven Public Hall and Porthleven Hub</p>	
107/2526	<p><b>Community Highways Improvement Programme</b></p> <p>Discussed options to present to the South Kerrier Community Area Partnership for consideration within the Community Highways Improvement Programme. Noted that main issue was lack of enforcement on current highway restrictions</p> <p>Cllr. Toy, as the Town Council representative on the South Kerrier Community Area Partnership, to request a speed visor for Methleigh Bottoms, increased parking bays on Gibson Way and double yellow lines</p>	

	on Cliff Road to be applicable all year (currently only applicable during summer) to be considered.	Cllr. Toy
108/2526	<p><b>Porthleven Cricket Club Lease</b></p> <p>Clerk presented the draft lease to Porthleven Cricket Club</p> <p>Discussed</p> <p>Proposed from the Chair and AGREED to lease at £100 per annum, whereas rental valuation was £250 per annum, as the land leased to the Porthleven Cricket Club is to promote and improve social well-being in Porthleven, in accordance with Section 127 of the Local Government Act 1972.</p>	Clerk
109/2526	<p><b>Porthleven CIC Grants</b></p> <p>The Porthleven CIC Working Party (Cllrs. Toy, Berryman and Shainberg) presented two applications with their recommendations.</p> <p>CIC252601 – Truro Nourish Hub</p> <p>Discussed</p> <p>Proposed by Cllr. Berryman, seconded by Cllr. Shainberg, and AGREED not to award a funding grant as no costings for venue hire provided and not Porthleven, or within 3-mile radius, based</p> <p><i>Cllr. Munday left the room for the discussion and vote on the following application</i></p> <p>CIC252602 – Porthleven Surf Club</p> <p>Discussed</p> <p>Proposed from the Chair and AGREED to award the requested grant of £800 towards purchasing a gazebo and flags to promote the Porthleven Surf Club</p>	Clerk
	Proposed from the Chair and AGREED in accordance with provisions of the Public Bodies (Admission to Meetings) Act 1960, section 2; the following items will be discussed by the Council in closed session	
110/2526	<p><b>Bickford Smith Institute</b></p> <p>Clerk presented preliminary Fabric Condition Survey report from Court Design and Conservation.</p> <p>Proposed from the Chair and AGREED to ratify decision to close the main hall following concerns raised in the report that the ceiling panels fixings are not safe.</p> <p>Clerk instructed to investigate repairs to lintel in mezzanine room in main hall</p> <p>Clerk to provide a Facebook update regarding closing main hall</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

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There being no further business, the meeting closed at 8.10pm

Signature: ..... Cllr. Toy, Mayor

Date: 12<sup>th</sup> February 2026

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**DECEMBER 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	272.06
STAFFING COSTS: All staff related costs including pension, NI, Tax, HM Revenue Payments etc	£ 4,196.02
	£
INDEPENDENT RURAL SERVICES: Ground maintenance	619.00
	£
CORSEV FACILITIES LTD: Public toilet cleaning Nov	1,160.20
	£
COURT DESIGN & CONSERVATION: Interim fee condition report	2,426.88