

Porthleven Town Council
MINUTES THE SPECIAL TOWN COUNCIL MEETING,
HELD ON THURSDAY, 29th JANUARY 2026, 7pm
AT INSTITUTE COTTAGE, CLIFF ROAD

Present:	Cllr. Toy (in the chair)	Cllr. Berryman	Cllr. Naylor
	C Thompson (Clerk)		
In Attendance:			

Minute	AGENDA ITEMS	Action
	<p>Apologies for Absence Cllrs. Short, Horne, Shanberg and Munday forwarded their apologies</p> <p>Declaration of Interests None</p>	
111/2526	<p>Accounts for January Clerk presented accounts for payment Discussed Proposed by Cllr. Naylor, seconded by Cllr. Berryman, and AGREED</p>	Clerk
112/2526	<p>Planning – to receive and comment <u>Planning Public Participation</u> Members of the public may address the Council regarding any planning applications due to be discussed</p> <p><u>Category 1 applications:</u> PA25/09137 1 Thomas Terrace – Dormer Loft Conversion and Ground Floor Extension to a terraced house Applicant: Sarah Osborne Discussed Proposed from the Chair and AGREED to support this application</p> <p><u>Category 2 applications:</u> None</p>	Clerk
113/2526	<p>Budget Review April to December 2024 Clerk presented the budget review, noting various items including: Slight overspend on projected maintenance budget line to include additional work to clear hedgerows encroaching onto the grass areas. Noted that there would be additional hardcore required on the Moors path but that this should stay within budget Underspend on staff costs due no youth workers. Underspend on election costs as there wasn't a contested election.</p>	

	Proposed from the Chair and AGREED	
114/2526	<p>Budget 2026 - 27</p> <p>The Clerk presented the draft budget for 2026 - 27, highlighting a number of items including:</p> <p>Maintained budget line for the Bickford Smith Institute project for matched funding, professional reports etc</p> <p>Allocation budgeted to upgrade IT systems</p> <p>Increase in communications budget to source dedicated email addresses and make website .gov.uk in accordance with good practice</p> <p>Public toilets – Clerk presented additional quotes for cleaning services. Proposed from the Chair and AGREED to notify Corserv Porthleven Town Council would not be renewing contract following quote being 68% higher than current year and poor service this year.</p> <p>Clerk instructed to obtain a further quote for cleaning services to be discussed at a future meeting</p> <p>Draft budget discussed at length</p> <p>Final Budget proposal:</p> <p>Proposed from the Chair and AGREED to set the budget at £161,154.89 expenditure, £2,953.60 income</p>	Clerk
115/2526	<p>Precept 2026 / 27</p> <p>Clerk presented the precept figure for 2026 – 27 as £158,201.29</p> <p>Proposed by Cllr. Naylor, seconded by Cllr. Berryman, and AGREED to set the precept at £158,201.29</p>	Clerk

There being no further business, the meeting closed at 7.45pm

Signature: Cllr. Mike Toy, Mayor

Date: 12th February 2026

JANUARY 2026 - EXPENDITURE EXCEEDING £100

	£
CORNWALL COUNCIL: Non Domestic Rates Shrubberies Car Park	104.00
	£
CORNWALL COUNCIL: Non Domestic Rates Institute Cottage	204.00
	£
RICOH: Photocopier Dec - Feb / photocopies Sep - Nov	117.83
	£
STAFFING COSTS: All staff related costs including pension, NI, Tax, HM Revenue Payments etc	8,595.27
	£
SOURCE FOR BUSINESS: Replacement cheque 6228	2,057.54
	-£
SOURCE FOR BUSINESS: Cancelled cheque	2,057.54
	£
CORSEV FACILITIES LTD: Public toilet cleaning	1,160.21