

MINUTES OF THE PENZANCE COUNCIL MEETING held in the Alverne Room, St John's Hall, Alverton Street, Penzance on Monday 21 July 2025 at 7:00 pm.

PRESENT

Councillors SJ Reynolds (Mayor)

KM Baker	J McKenna (until 8.26 pm)
JM How	PI Osborne
PM Hadley	JS Power
B Jackson	SJ Reed
P Lapin	PC Trevail
PA Law	MA Wilson
TS Marrington (until 8.15 pm)	P Young

Also present: James Hardy (Town Clerk), Talan Richards (Finance Officer) and Elliot Ridington (Democratic Services and Governance Officer).

33. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Broadhurst, Martin, Pugh and Smart Knight.

Councillor Jameson was absent without having provided apologies.

34. DECLARATIONS OF INTEREST

There were no declarations of interest.

35. TO APPROVE WRITTEN REQUESTS FOR DISPENSATION

No requests had been submitted.

36. PUBLIC PARTICIPATION TIME

A member of the public was in attendance and spoke in favour of Agenda Item 11(b), 'Local Outpatient Appointments Campaign', providing further background in relation to the proposed motion.

A member of the public was in attendance and spoke regarding the formation of a Community Interest Company to purchase the Penzance Arts School building on Morrab Road, providing further information on progress which had been made since their attendance at the meeting of the Arts and Culture Committee meeting held on 16 June 2025.

37. CORNWALL COUNCILLORS' REPORTS

Councillor Dwelly

Councillor Dwelly was not in attendance at the meeting and so no report was provided.

Councillor Line

Councillor Line provided a verbal report to the Council which focussed on the following areas:-

- i) She made reference to the recent trial of timed road closures of Boscathnoe Lane in Heamoor. Concerns had been raised regarding the trial due to a number of traffic issues which had resulted from it, and for this reason she had arranged a meeting of various interested parties in order to discuss potential solutions. If people had concerns regarding, or were supportive of, the scheme then it was important that they responded to the official consultation.
- ii) As local Member she had been asked to provide a comment regarding the proposed redevelopment of the John Daniel Centre for extra care housing. However, she understood that this matter had now been deferred and that a change in policy at Cornwall Council now meant that the requirement for extra care housing would be considered separately from allocated sites. In the meantime, she had met with the various organisations which were housed in the John Daniel Centre in order to seek their views.
- iii) She had been in discussion with an organisation called 'Smart Phone Free Childhood', which spoke for itself, and a particular focus had been on the use of smart phones in schools and the issues this caused with learning, bullying and so on. Newquay Town Council had been working with the organisation and so she had been in discussions with the Town Mayor to ascertain if there were actions which could be taken in Penzance on a town-wide level.

Councillor Marrington

Councillor Marrington provided a verbal report to the Council which focussed on the following areas:-

- i) The roadworks on the road between Newlyn and Mousehole were now complete but flood defence works between Paul and Mousehole were now due to take place.
- ii) She had attended a homeless strategy meeting which had been very interesting and focussed on how various organisations could do better to prevent homelessness.
- iii) She had attended an informal meeting of the Corporate Performance and Finance Overview and Scrutiny Committee which had focussed on how consultations were undertaken. Representatives of Cormac had been in attendance and it had been very interesting to hear how their consultations were undertaken and the processes which were followed. She would share the slides from the presentation with all Councillors if able to do so.
- iv) A consultation regarding the Cornwall Fire and Rescue Service would take



place soon as an independent inspection was due to take place. The focus of the consultation would be how people would like the Cornwall Fire and Rescue Service to look and what they would like it to do.

- v) She had recently attended a Crimestoppers session regarding Violence Against Women and Girls which had been very useful.

Councillor McKenna provided a verbal report to the Council which focussed on the following areas:-

- i) He had attended a meeting of the Cabinet on 18 June where two significant decisions were taken. The first was that Cornwall Council would no longer sell or lease any of its car parks and the second was that it would no longer sell Cornwall Airport Newquay. In addition, an inquiry would be launched to investigate the decisions taken by the former administration relating to Cornwall Airport Newquay.
- ii) A Care Quality Commission inspection of Cornwall Council's services had recently been undertaken which seemed to go well and it was hoped that a rating of 'good' would be awarded.
- iii) The Joint Health and Wellbeing Board for Cornwall and the Isles of Scilly would be merged with that of Devon following a directive from Central Government and the Cornwall and Isles of Scilly Integrated Care Partnership would be phased out. These changes would most likely take effect in April 2027 and there would little Council representation in comparison to that which was previously enjoyed.
- iv) He had attended a Safeguarding Adults Board training session at Kresen Kernow and was due to attend the second meeting of the Health and Adult Social Care Overview and Scrutiny Committee in the coming weeks.
- v) He was working with residents in Alverton and the Lidden regarding their opposition to the planning application for the former Lidl site at Wherrytown. If planning permission were not granted then the Environment Agency would be supportive of the acquisition of the site for rewilding and storage in case of flooding, with the site being a 'red risk' for flooding according to the Environment Agency. The application would be considered by Penzance Council's Planning Committee at its meeting due to take place on 23 July and he encouraged any interested Members to attend.
- vi) Residents in the 'Porthgwarry' area were finally having yellow lines provided after discussions which had been ongoing for some time.
- vii) Finally, he had also attended a Safer Penzance meeting, a guided tour of the new West Cornwall Hospital outpatients department, a board meeting of the Newlyn Pier and Harbour Commissioners and the fortieth anniversary of the Cornish Heritage Trust at Trengwainton Garden.

38. TO RESOLVE TO EXCLUDE MEMBERS OF THE PRESS AND PUBLIC

There were no confidential matters for consideration.

39. TO CONFIRM THE MINUTES OF THE EXTRAORDINARY PENZANCE COUNCIL MEETING HELD ON 2 JUNE 2025

Following consideration, it was unanimously

RESOLVED that the Minutes of the extraordinary Penzance Council meeting held on 2 June 2025 be approved as true and accurate record and signed by the Chair.

(Proposed: Councillor Power; seconded: Councillor Reed)

40. TO CONFIRM THE MINUTES OF THE ORDINARY PENZANCE COUNCIL MEETING HELD ON 2 JUNE 2025

Following consideration, it was unanimously

RESOLVED that the Minutes of the ordinary Penzance Council meeting held on 2 June 2025 be approved as true and accurate record and signed by the Chair.

(Proposed: Councillor McKenna; seconded: Councillor Young)

41. TO RECEIVE QUESTIONS FROM MEMBERS OF WHICH PRIOR WRITTEN NOTICE HAD BEEN GIVEN

No questions had been submitted.

42. TO NOTE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS

Members noted the Minutes of the following Committee meetings:-

- (a) Planning Committee – 11 June and 2 July 2025
- (b) Arts and Culture Committee – 16 June 2025
- (c) Leisure and Amenities Committee – 23 June 2025
- (d) Personnel Committee – 7 July 2025
- (e) Finance & General Purposes Committee – 7 July 2025

43. MOTIONS ON NOTICE

- a) Penzance Council be Rated as a 'Dementia Friendly' Council

The view was expressed that dementia was one of the greatest challenges facing the country, making dementia training more important than ever.

The Council aimed to support all members of the community and greater understanding of the condition and the task of those caring for people living with dementia would provide Members and officers with vital interpersonal skills. It was hoped that this would lead to a town wide take up of training, allowing Penzance to become a dementia friendly parish.

The cost of one day's Alzheimer's Society face to face training for fifteen people was



£1,255 plus expenses. However, since the Agenda for the meeting had been published another quote had been sourced, for online training, which would cost £490 exclusive of VAT.

Following consideration, it was

RESOLVED that

1. Members and officers of Penzance Council undertake dementia awareness training in order to understand and support the members of the Penzance community who are living with dementia and those who support people with dementia.
2. Suitable courses, and funding streams for such courses, be explored and provided, subject to there being adequate funds available within the Council's training budget(s).

(Proposed: Councillor Young; seconded: Councillor Baker)

Vote; Fourteen in favour. One abstention.

b) Local Outpatient Appointments Campaign

The Mayor reported that he had been approached by West Cornwall HealthWatch with a request that the Council support its 'Local Outpatient Appointments' campaign, in the following terms:-

"Patients from the West Cornwall area, are routinely allocated appointments not only at Treiske hospital but even further afield e.g. in Falmouth, St Austell, Bodmin and Newquay. It would appear that the recent government performance targets are making it more likely that patients will be expected to travel to venues all across Cornwall.

Travelling further for appointments transfers the cost in time and money from the health service onto patients and can be particularly problematic for those who need to access public transport. It is especially difficult for vulnerable, frail or very elderly patients.

We are also concerned about the environmental impact of hundreds of patients criss-crossing Cornwall to access clinic appointments. West Cornwall HealthWatch believes that all patients in Cornwall, should be offered the choice to be seen locally wherever possible and for us in Penwith, this means West Cornwall or St Michaels hospital.

It has recently been verified that patients do have the right to ask to be seen locally, however the policy states that "the onus is on the patient to ask" and to our knowledge patients are not routinely given this information.



We feel it more important than ever that patients are informed and encouraged to exercise their choice, so we hope that you regard this as an important local issue and would be willing to support this campaign by initially putting it forward for discussion/endorsement at the next town council meeting.”

In addition, the local public transport survey conducted recently by the Cornwall Rural Community Charity highlighted the difficulty of accessing healthcare appointments as a major issue for people in the Penwith area.

During the debate, reference was made to the commentary which had been provided by officers and the suggestion that Members may wish to consider deferring the motion in order to contact the Royal Cornwall Hospitals Trust to allow it to respond prior to making a decision on whether or not to support the campaign.

Following consideration, it was unanimously

RESOLVED that the motion be deferred in order to allow the Royal Cornwall Hospitals Trust to be contacted so that it might respond prior to any decision being made.

(Proposed: Councillor Reynolds; seconded: Councillor Jackson)

44. REPORTS FOR DECISION

a) Appointment to the Personnel Committee

The Personnel Committee was operating with a vacancy and Councillor Jackson had expressed an interest in filling the seat, having formerly sat on the Committee since its establishment.

It was therefore recommended that Councillor Jackson be appointed to the Personnel Committee.

Following consideration, it was unanimously

RESOLVED that Councillor Jackson be appointed to the Personnel Committee.

(Proposed: Councillor McKenna; seconded: Councillor Power)

b) Establishment of Penlee Masterplan Working Party

The Council established a Penlee Masterplan Working Group in September 2022 and this continued in a variety of forms until the local government elections were held on 1 May 2025. The Group's purpose was to discuss potential developments within Penlee House and Park, with three phases agreed:-

Phase 1: Exploring the potential redevelopment of the Coach House as

a café

Phase 2: Learning space to be built for Penlee House

Phase 3: Redevelopment of Penlee House to increase gallery space, visitor facilities, collections stores and staff accommodation

Authority was subsequently delegated to the Working Group to develop a brief for an architect to create a vision for the redevelopment of the areas of the Penlee Park which fell within the Terms of Reference of the Arts and Culture Committee. Consequently, it became apparent that a number of proposals would also impact upon the Leisure and Amenities Committee and so the membership took this into account, and recommendations were made to Penzance Council for approval.

The 'phases' initially set by the Working Group were incomplete and so it was recommended that a Penlee Masterplan Working Party was established, to continue the work undertaken by the former Working Group, in accordance with the Terms of Reference set out at Appendix 1 to this report.

Following consideration, it was unanimously

RESOLVED that

1. A Penlee Masterplan Working Party be established.
2. The Mayor, three Members of the Arts and Culture Committee and three Members of the Leisure and Amenities Committee be appointed to said Working Party, with those Members being as follows:-

Councillor Reynolds (Mayor)
Councillor Hadley (Arts and Culture)
Councillor How (Arts and Culture)
Councillor Jackson (Leisure and Amenities)
Councillor Osborne (Leisure and Amenities)
Councillor Reed (Leisure and Amenities)
Councillor Young (Arts and Culture)

3. The Terms of Reference for said Working Party, as set out at Appendix 1 to the report, be approved.

(Proposed: Councillor Marrington; seconded: Councillor How)

c) Indemnity for Members and Officers

The Local Authorities (Indemnities for Members and Officers) Order 2004 permitted local authorities to provide indemnities for Members and officers and to take out insurance to cover potential liabilities in a range of circumstances. The Order permitted indemnities and/or insurance to be provided in relation to any action or failure to act by a Member or officer, providing the Member or officer was carrying out a function at the

request of, with the approval of, or for the purposes of, the authority.

The power extended to cases where the Member or officer exercised the function in a capacity other than that of a Member or officer of the authority, for example, as a director of a company or member of an outside body, provided that they were acting on behalf of the authority.

Each local authority had the discretion to decide whether to use these powers, and the extent of such indemnities and/or insurance. In the case of Penzance Council, indemnity insurance was in place for Members and officers, including for any work undertaken for outside bodies when appointed by the Council, up to a value of £250,000, where any loss was not recoverable from another source. It was therefore recommended that the Indemnity for Members and Officers Statement, as set out at Appendix 1 to the report, be approved and adopted.

Following consideration, it was unanimously

RESOLVED that the Indemnity for Members and Officers Statement, as set out at Appendix 1 to the report, be approved and adopted.

(Proposed: Councillor Young; seconded: Councillor Law)

d) Scheme of Delegation – Authority to Spend

Within the Council's Scheme of Delegation, the Town Clerk held responsibility for the day-to-day administration of services, together with routine inspection and control. However, with the expansion of Penzance Council and its services, and significant increases in partnership working with other local organisations, it was becoming increasingly necessary to grant greater levels of autonomy and budgetary control to the appropriate officers to increase efficiency in financial operations.

Overall accountability and ownership of the budgets would remain the responsibility of the Town Clerk but the officers listed in Appendix 1 to the report would hold responsibility for the management of selected budgetary areas and assist in effective financial management, allowing the Town Clerk to direct his attention to more strategic matters.

Following consideration, it was unanimously

RESOLVED that authority for spending and budgetary control be delegated to officers on the basis of the Scheme of Delegation (Authority to Spend) Table, set out at Appendix 1 to the report.

(Proposed: Councillor How; seconded: Councillor Law)

Councillor Marrington then left the meeting.

e) Establishment of Climate Emergency Working Party

The Council established a Climate Emergency Sub-Committee in 2019, following its declaration of a climate emergency, and this body continued until the local government elections were held on 1 May 2025. The purpose of the Sub-Committee was to identify priority actions in the Climate Emergency Action Plan and recommend budgetary spend to the Finance and General Purposes Committee.

However, the formal nature of a sub-committee placed constraints on how meetings could be run and limited any presentations or partnership working which could take place with other organisations. It was for this reason that the former Sub-Committee met informally for the preceding two years and it was recommended that a Working Party was established in its stead, in line with the Terms of Reference set out at Appendix 1 to the report.

Following consideration, it was unanimously

RESOLVED that

1. A Climate Emergency Working Party be established.
2. At least one Member of the Arts and Culture Committee, one Member of the Finance and General Purposes Committee, one Member of the Leisure and Amenities Committee and one Member of the Planning Committee be appointed to said Working Party, with those Members being as follows:-

Councillor How
Councillor Lapin
Councillor Power
Councillor Reynolds
Councillor Wilson
Councillor Young
3. The Terms of Reference for said Working Party, as set out at Appendix 1 to the report, be approved.

(Proposed: Councillor Power; seconded: Councillor How)

Councillor McKenna then left the meeting.

f) Jubilee Pool – 2025/26 Strategic Grant and Service Level Agreement

Each year when setting its budget Penzance Council reviewed its strategic grant commitments to outside organisations. On 13 January 2025 the Council resolved to maintain its funding contribution for the 2025/26 financial year at £40,000, subject to a review and report from Jubilee Pool Penzance Ltd detailing the outcomes of the



preceding year and a revised seasonal operational plan.

The Chair of Jubilee Pool Penzance Ltd's annual report was set out at Appendix 1 to the report and the revised Operational Delivery Plan for 2025/26, which was set out at Appendix 2 to the report, detailed the successful transition to seasonal operation, a change which had delivered significant improvements in terms of financial position.

The Service Level Agreement between Jubilee Pool Penzance Ltd and Penzance Council for the 2025/26 financial year was recommended for approval in order to maintain Penzance Council's contribution to both the affordability and accessibility of facilities for parish residents and to the sustainability and maintenance of the Jubilee Pool as an important asset.

During the debate, it was highlighted that the Service Level Agreement contained a drafting error in that Clause 3 referred to 1 April 2024 instead of 1 April 2025.

Following consideration, it was unanimously

RESOLVED that

1. The Service Level Agreement between Jubilee Pool Penzance Ltd (JPPL) and Penzance Council for the 2025/26 Financial Year, as set out at Appendix 3 to the report, be approved., subject to clause 3 being amended to refer to 1 April 2025.
2. Said Service Level Agreement be signed by the Town Mayor and Town Clerk on behalf of Penzance Council.

(Proposed: Councillor Reed; seconded: Councillor Trevail)

g) Decision Taken Under Financial Regulation 5.18 for CCTV Expenditure and Further Virement of Funds

The West Cornwall CCTV Monitoring Centre was launched in January 2025 and had significantly improved partnership work and public safety across Hayle, Penzance and St Ives. Although significant investment was made into the monitoring and control room infrastructure prior to launch, the town's camera infrastructure was based on the historic and inherited system. Following identified camera issues, a request from Cornwall Council to relocate radio masts and infrastructure from the old St Johns Ambulance Building prior to sale and the fact that key infrastructure was located on Fountain Court which was planned for demolition, additional work was undertaken by Enerveo to replace faulty transmitters and relocate equipment.

Due to the urgent need for a fully operational CCTV system, the Town Clerk exercised his delegated authority, in line with Financial Regulation 5.18, to approve unbudgeted expenditure to the value of £1,139.20, for a total contract value of £6,139.20, for the required technical works. A further virement of £5,000 was requested from the CCTV

Repair and Replacement earmarked reserve to the CCTV Repair and Replacement Budget (2200/2/4) to provide funds for any future works. Allowing for the £1,139.20 overspend, this would allow £3,860.80 to spend on any other urgent work.

Following consideration, it was unanimously

RESOLVED that

1. It be noted that, in accordance with Financial Regulation 5.18, the Town Clerk exercised his delegated authority to authorise unbudgeted expenditure, to the value of £1,139.20, to meet the cost of emergency technical works to reinstate CCTV camera functionality.
2. The use of up to £5,000 be approved from the CCTV Repair and Replacement earmarked reserve to spend against the CCTV Repair and Replacement Budget (2200/2/4) to meet the cost of this overspend and to provide a budget for any future additional works.

(Proposed: Councillor Reynolds; seconded: Councillor Osborne)

45. REPORTS FOR INFORMATION

The following reports for information were noted:-

- a) Councillors' Attendance at Meetings
- b) Service Level Agreement Update – Penzance and West Penwith Old Peoples Welfare Trust (Pengarth)
- c) Service Level Agreement Update – PZN Youth
- d) Service Level Agreement Update – Sustainable Penzance

46. REPORTS FROM OUTSIDE BODIES

Reports from the representative to the following Outside Bodies were noted:-

- a) GOFA
- b) Penzance Community Flora Group
- c) Penzance / Concarneau Twinning Association
- d) Newlyn Community Flora Group
- e) Chapel Street Creative CIO

47. MATTERS ARISING FOR REPORT AT THE NEXT MEETING

The deferred motion regarding the 'Local Outpatient Appointments Campaign' would be presented to the next meeting, having provided the Royal Cornwall Hospitals Trust with the opportunity to respond.



The meeting closed at 8:37 pm

Town Mayor
15 September 2025