



PENZANCE COUNCIL

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TOWN CLERK: JAMES HARDY

10 March 2026

To: All Penzance Councillors

You are hereby summoned to a meeting of Penzance Council to be held in the Alverne Room, St John's Hall, Alverton Street, Penzance on Monday 16 March 2026 at 7.00 pm to consider the business set out in the appended Agenda.

James Hardy
Town Clerk

cc: Council's Chaplain, Cornwall Councillors (Penzance), the Press.

This meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public. Please be aware that whilst every effort is taken to ensure that members of the public are not filmed, **we cannot guarantee this**, especially if you are speaking or taking an active role.

Prior to the commencement of the business to be transacted the following will take place:-

Prayers

General principles of public life

Selflessness – Members should serve only the public interest and should never improperly confer an advantage or disadvantage on any person.

Honesty and integrity – Members should not place themselves in situations where their honesty and integrity may be questioned. The public nature of a Member's role means the distinction between acting in your official capacity and your private life may become blurred and a Member's honesty and integrity may therefore be questioned. As a result, a Member must ensure that, as far as possible, there is clear separation between what they do in their private life and in their capacity as a Member. This is especially the case when a Member's activity in their private life relates to the functions of the Council and/or their corporate responsibilities as a Member such that a reasonable member of the public may perceive that the conduct comes within the scope of this Code of Conduct.

Objectivity – Members should make decisions on merit, including when making appointments, awarding contracts, or recommending individuals for rewards or benefits.

Accountability – Members should be accountable to the public for their actions and the manner in which they carry out their responsibilities, and should co-operate fully and honestly with any scrutiny appropriate to their particular office.

Openness – Members should be as open as possible about their actions and those of their authority, and should be prepared to give reasons for those actions.

Leadership – Members should promote and support these principles by leadership and, by example, and should act in a way that secures or preserves public confidence.

In line with the Cornwall Code of Conduct, Penzance Council has also adopted the following principles:

Duty to uphold the law – Members should uphold the law and, on all occasions, act in accordance with the trust that the public is entitled to place in them.

Personal judgement – Members may take account of the views of others, including their political groups, but should reach their own conclusions on the issues before them.

Respect for others – Members should promote equality by not discriminating unlawfully against any person, and by treating people with respect, regardless of their race, age, religion, gender, sexual orientation or disability. They should respect the impartiality and integrity of the authority's statutory officers and its other employees.

Stewardship – Members should do whatever they are able to do to ensure that their authorities use their resources prudently, and in accordance with the law.

“We pledge to ensure that the decisions we take today will benefit future generations.”

AGENDA

1. Apologies for Absence
2. Declarations of Interest. 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. (Cornwall Code of Conduct 2021 as amended by Penzance Council 24 May 2021)
3. To Approve Written Requests for Dispensation
4. Public Participation Time (lasting up to 15 minutes in total)
5. Cornwall Councillors' Reports
6. Town Mayor's Report
7. Exclusion of the Press and Public. To agree any items to be dealt with after the public (including the press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted. Public Bodies [Admission to Meetings] Act 1960.
8. To Confirm the Minutes of the Penzance Council Meeting of 19 January 2026
9. To Receive Questions from Members of which Prior Written Notice has Been Given (SO No.17)
10. To Note the Minutes of the Following Committee Meetings
 - (a) Planning Committee – 14 January, 4 February and 25 February 2026
 - (b) Arts and Culture Committee – 2 February 2026
 - (c) Leisure and Amenities Committee – 9 February 2026
 - (d) Finance and General Purposes Committee – 23 February 2026
11. Reports for Decision
 - (a) Amendment to Calendar of Meetings – Date of Annual Council Meeting
 - (b) General Data Protection Regulations – Compliance Policies
 - (c) Virements of Funds for Ongoing Projects
 - (d) Provision of Vehicle Activated Speed Warning Signs
12. Reports for Information
 - (a) Councillors' Attendance at Meetings
13. Reports from Outside Bodies - for Information
 - (a) Chapel Street Creative CIO
 - (b) Jubilee Pool Penzance Ltd

14. Matters Arising for Report at Next Meeting

MINUTES OF THE PENZANCE COUNCIL MEETING held in the Alverne Room, St John's Hall, Alverton Street, Penzance on Monday 19 January 2026 at 7.00 pm.

PRESENT

Councillors SJ Reynolds (Mayor)

KM Baker	J McKenna
PM Hadley	PI Osborne
JM How	DM Paul
B Jackson	JS Power
PL Jameson (from 7.03 pm)	PC Trevail
P Lapin	D Smart Knight
PA Law	MA Wilson
TS Marrington (until 7.35 pm)	P Young

Also present: James Hardy (Town Clerk), Ben Brosgall (Leisure and Amenities Manager), Cal Bagshaw (Corporate Services Manager), Cameron Sil (Finance Manager) Verity Anthony (Director, Penlee House) and Elliot Ridington (Democratic Services and Governance Officer).

79. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Broadhurst and Reed.

Councillor Pugh was absent without having provided apologies.

Councillor Marrington provided her apologies for early departure.

80. DECLARATIONS OF INTEREST

There were no declarations of interest.

81. TO APPROVE WRITTEN REQUESTS FOR DISPENSATION

No written requests for dispensation had been submitted.

82. PUBLIC PARTICIPATION TIME

There was no public participation.

83. CORNWALL COUNCILLORS' REPORTS**Councillor Dwelly**

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



- i) The Golowan Festival CIC had been successful in obtaining the former Probation Office building, adjacent to St John's Hall, from Cornwall Council. The building would therefore be theirs to do with as they wished in the near future.
- ii) He had raised a number of concerns regarding the graffiti which had appeared on the green sound barriers at the Ponsandane railway sidings. The barriers were owned by Network Rail who had confirmed that the graffiti would be removed, although he questioned whether the barriers were actually necessary when there were no residential properties in their immediate vicinity, particularly when additional planting would soon be provided.
- iii) With regard to refuse collection, and the provision of sacks or bins for properties, a team from the waste management service had visited the area but he remained unconvinced that this had resolved the issue. It had been clarified that the properties in Caldwell's Road had been provided with bins, rather than sacks, by accident. However, as the collection of bins was perfectly acceptable on this road, there was little justification for an insistence that other areas of the Battlefields had to be provided with sacks. Any support from Penzance Council regarding this issue would therefore be welcomed.

Councillor Line

Councillor Line had provided her apologies for the meeting and so no report was provided.

Councillor Marrington

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

- i) Reference was made to Storm Goretti and it was clarified that Cornwall Council and its partner agencies were now exiting the initial recovery phase. Community resilience meetings were due to take place with various town and parish councils and the next was due to take place on 17 February. There was the potential for a great amount of learning and changes to plans following the recent storm and all of those who had been involved both before, during and after were thanked for their efforts. There was significant work still to do for the various teams as, while fallen trees had been removed, those which remained would need to be assessed and day to day issues regarding potholes and so on continued to be reported.
- ii) Progress continued to be made with the proposed traffic schemes in Newlyn and Mousehole and it was hoped that works would commence in the near future, with public communications scheduled to take place soon.

Councillor McKenna

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



- i) He had attended a special meeting of the Newlyn Pier and Harbour Commissioners.
- ii) The planning application for the development of retirement homes on the former Lidl site continued to progress, and he confirmed that he remained unsupportive, but the application had not yet been before a planning committee.
- iii) A number of meetings had taken place with Cormac regarding the ongoing roadworks in the Penzance area. The roadworks in the Polgoon area would be completed in the near future, the works at the top of Market Jew Street were due to be completed by the end of the current week and the works at the bottom of Market Jew Street / Albert Street were due to be completed by early February. The works to Ross Bridge had experienced a slight delay but Cormac had been informed that they must be completed by Easter, with an expectation that they would be required to work for seven days a week if necessary.
- iv) He continued to hold regular discussions with Growing Links at the John Daniel Centre regarding their future at the site.
- v) He then went on to provide information in relation to a number of issues related to his office of Portfolio Holder for Adult Social Care and Health Partnerships.

84. TOWN MAYOR'S REPORT

The Town Mayor had provided a written report to the Council which had been published and circulated with the Agenda for the meeting.

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

In respect of Agenda Item 16(a), 'Rescission and Amendment to Resolution - Changes to Staffing Structure and Operations – Penlee House', it was unanimously

RESOLVED that, in accordance with S.1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the Press and Public be excluded from that section of the meeting due to the confidential nature of the business to be transacted.

(Proposed: Councillor Power; seconded: Councillor Smart Knight)

Councillor Marrington then left the meeting.

86. TO CONFIRM THE MINUTES OF THE PENZANCE COUNCIL MEETING HELD ON 10 NOVEMBER 2025

Following consideration, it was

RESOLVED that the Minutes of the Penzance Council meeting held on 10 November 2025 be approved as true and accurate record and signed by the Chair, subject to the proposer and seconder being included within Minute No. 74(f).

(Proposed: Councillor Lapin; seconded: Councillor Wilson)

Vote; Fifteen in favour. One abstention.

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

No questions had been submitted.

88. TO NOTE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS

Members noted the Minutes of the following Committee meetings:-

- (a) Planning Committee – 5 November, 26 November and 17 December 2025
- (b) Arts and Culture Committee – 24 November 2025
- (c) Leisure and Amenities Committee – 1 December 2025
- (d) Finance & General Purposes Committee – 15 December 2025

89. REPORTS FROM COMMITTEES FOR DECISION

Arts and Culture

a) Disposal of Asset – Transfer of Painting to the National Army Museum

Following consideration by officers at the Penlee House Gallery and Museum, it had been identified that the oil on canvas painting, 'The Battle of Tubabacelong' by Louis Chevallier Desange, did not fit with Penlee House Gallery & Museum's Collecting Policy, which sought 'to collect, preserve, display and interpret art depicting the far west of Cornwall and art associated with that area'. It was therefore recommended that the painting be transferred to an institution where it had a greater connection to the context of the existing collection, thereby giving it a stronger narrative, and where it could be accessed by a much larger audience.

The Museums Association 'Disposals Toolkit' framework also advocated that items for disposal be transferred to a more relevant, preferably public, institution and contact had therefore been made with the National Army Museum, which owned several other works by Desanges, including many from this series, which had confirmed that it would be willing to accept the transfer of the painting into its collections.

Following consideration, it was unanimously

RESOLVED that the oil on canvas painting 'The Battle of Tubabacelong' by Louis Chevallier Desange be transferred to the National Army Museum, London.

(Proposed: Councillor Hadley; seconded: Councillor Jameson)

Finance and General Purposes

b) Proposed Changes to Policies

As part of the ongoing review and revision of the Council's suite of governance and employment policies, officers had undertaken a comprehensive evaluation of key documents to ensure they remained legally compliant and aligned with relevant guidance.

These formed part of the wider rolling programme of policy review and those policies which had been amended were set out as appendices to the report.

Following consideration, it was unanimously

RESOLVED that

1. The updated Whistleblowing Policy, set out using tracked changes at Appendix 1 to the report, be approved and the document be adopted.
2. The updated Equal Opportunities Policy, set out using tracked changes at Appendix 2 to the report, be approved and the document be adopted.

(Proposed: Councillor Power; seconded: Councillor Wilson)

90. 2026/27 BUDGET AND PRECEPT SETTING**a) Arts and Culture Projected 2025/26 Outturn and Proposed 2026/27 Budget**

The report and its appendices set out the context and background for the proposed 2026/27 Arts and Culture budget which had been recommended by the Arts and Culture Committee.

Following consideration, it was unanimously

RESOLVED that

1. The projected outturn for 2025/26, as set out at Appendix 1 to the report, be approved.

(Proposed: Councillor Young; seconded: Councillor Smart Knight)

2. The Arts and Culture proposed budget for 2026/27, as set out at Appendix 1 to the report, be approved.

(Proposed: Councillor Young; seconded: Councillor How)

3. The level of existing earmarked reserves and their respective contributions in 2026/27, as set out at Appendix 2 to the report, be approved and adopted.

(Proposed: Councillor Law; seconded: Councillor Smart Knight)

b) Leisure and Amenities Projected 2025/26 Outturn and Proposed 2026/27 Budget

The report and its appendices set out the context and background for the proposed 2026/27 Leisure and Amenities budget which had been recommended by the Leisure and Amenities Committee.

Following consideration, it was unanimously

RESOLVED that

1. The projected outturn for 2025/26, as set out at Appendix 1 to the report, be approved.

(Proposed: Councillor Hadley; seconded: Councillor Power)

2. The Leisure and Amenities proposed budget for 2026/27, as set out at Appendix 1 to the report, be approved.

(Proposed: Councillor Osborne; seconded: Councillor Law)

3. The level of existing earmarked reserves and their respective contributions in 2026/27, as set out at Appendix 2 to the report, be approved and adopted subject to the 'Weed Treatment Equipment' earmarked reserve being incorporated into the 'Machinery Replacement' earmarked reserve and the 'Allotment Provision' earmarked reserve being renamed 'Allotments'.

(Proposed: Councillor Smart Knight; seconded: Councillor Young)

c) Finance and General Purposes Projected 2025/26 Outturn and Proposed 2026/27 Budget

The report and its appendices set out the context and background for the proposed 2026/27 Finance and General Purposes budget which had been recommended by the Finance and General Purposes Committee.

Following consideration, it was unanimously

RESOLVED that

1. The projected outturn for 2025/26, as set out within Appendix 1 to the report, be approved.

(Proposed: Councillor How; seconded: Councillor McKenna)

2. The Finance and General Purposes proposed budget for 2026/27, as set out at Appendix 1 to the report, be approved.

(Proposed: Councillor Hadley; seconded: Councillor Lapin)

3. The level of existing earmarked reserves and their respective contributions in 2026/27, as set out at Appendix 2 to the report, be approved and adopted.

(Proposed: Councillor Smart Knight; seconded: Councillor Wilson)

d) 2026/27 Precept Setting

The Local Government Act 1992 required a Local Precepting Authority to prepare a budget in advance of the start of the financial year to enable it to calculate its precept requirement and notify the tax raising authority, in this instance Cornwall Council.

The draft estimates had been prepared based on known commitments and external economic pressures including inflation, nationally agreed pay awards and specific known price increases to contracts. Reports had been prepared by officers, presented to the respective committee meetings and had then been considered earlier during this meeting to provide final approval of the projected outturn for 2025/26 and budget for 2026/27.

The earmarked reserve position had been included as a part of the budget reports considered earlier during the meeting and showed estimated levels at 31 March 2026, based on commitments made by Council during the 2025/26 year, and also showed the proposed contributions to reserves for 2026/27.

The tax base for the Penzance parish had increased from 7,643.87 to 7,708.62 which was a 0.85% increase from 2025/26. This had a positive impact on the precept requirement and reduced it, from what would have been an 1.2% increase if the taxbase had remained at the 2025/26 level, down to an increase of 0.30%.

The taxbase change consisted of an increase to equivalent band D properties of 130.28 and a reduction in band D equivalent second homes of 65.53 - a net increase of 64.75 additional band D equivalent properties paying council tax in the Penzance parish.

In light of the decisions taken earlier during the meeting relating to the budgets for each of the committees, the proposed precept for 2026/27 was as follows:-

Total Precept: £2,528,957

Band D Precept: £328.07 per annum (annual increase of £1.04/weekly increase of 2p)

Annual Increase: 0.30%

Following consideration, it was unanimously

RESOLVED that a precept of £2,528,957 be set for the financial year 2026/27, representing an increase in council tax charge of 0.30%.

(Proposed: Councillor Lapin; seconded: Councillor Jameson)

91. REPORTS FOR DECISION

a) Appointments to Outside Bodies

Due to the resignation of a former Councillor and/or a failure to appoint at the Annual Council meeting, the Council held a number of vacancies for representatives to sit upon outside bodies and these were detailed within the report.

Following consideration, it was unanimously

RESOLVED that

1. Councillor Smart Knight be appointed as the Council's outside body representative to the Friends of the Penzance Jewish Cemetery.

(Proposed: Councillor Law; seconded: Councillor Wilson)

2. Councillor Paul be appointed as the Council's outside body representative to the St Paul's Charitable Trust.

(Proposed: Councillor Law; seconded: Councillor Smart Knight)

b) Interim Internal Audit Report 2025/26

The Council was subject to an accounting and reporting regime of limited assurance as set out in the Accounts and Audit Regulations 2015. These regulations applied to every local authority in England with an annual turnover of up to £6.5 million.

The interim internal audit report was undertaken part way through the financial year, prior to the completion of the final report at the end of the financial year as part of the annual governance and accountability (AGAR) return.

There were no outstanding recommendations from the previous audit, and no recommendations arising from this audit, and no action was therefore required.

Following consideration, it was unanimously

RESOLVED that the Interim Internal Audit Report for the financial year 2025/26, as set out at Appendix 1 to the report, be approved.

(Proposed: Councillor McKenna; seconded: Councillor Wilson)

c) St Buryan, Lamorna and Paul Parish Council – Proposed Change of Name

St Buryan, Lamorna and Paul Parish Council had submitted a request to Cornwall Council to officially change its name to 'St Buryan and Lamorna Parish Council'. As the proposed change would have an impact upon Penzance Council and its residents, the officers at Cornwall Council had consulted this Council for its view and further background was detailed within the report.

Following consideration, it was unanimously

RESOLVED that the request of St Buryan, Lamorna and Paul Parish Council to change its name, to St Buryan and Lamorna Parish Council, be supported.

(Proposed: Councillor Reynolds; seconded: Councillor Osborne)

92. REPORTS FOR INFORMATION

The following reports for information were noted:-

- a) Councillors' Attendance at Meetings

93. REPORTS FROM OUTSIDE BODIES

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

- a) The Newlyn Archive
b) Good Old Furniture Available (GOFA)
c) Penzance Community Flora Group
d) Jubilee Pool Penzance Ltd
e) Chapel Street Creative CIO

94. CONFIDENTIAL REPORTS FOR DECISION

- a) Rescission and Amendment to Resolution Changes to Staffing Structure and Operations – Penlee House

At its meeting held on 10 November 2025, Penzance Council had considered a report relating to the staffing structure and operations of Penlee House. However, due to a drafting error, one of the recommendations set out in the respective report was incorrect and this necessitated the rescinding and amendment of the associated resolution.

Following consideration, it was unanimously



RESOLVED that the recommendations, as set out in the report, be approved.

(Proposed: Councillor Smart Knight; seconded: Councillor McKenna)

95. MATTERS ARISING FOR REPORT AT THE NEXT MEETING

There were no matters arising for report at the next meeting.

The meeting closed at 8:31 pm

Town Mayor
16 March 2026

DRAFT