MINUTES OF THE PENZANCE COUNCIL MEETING held in the Alverne Room, St John's Hall, Alverton Street, Penzance on Monday 21 September 2026 at 7.00 pm.

PRESENT

Councillors PA Law (Mayor)
PI Osborne (Deputy Mayor)

KM Baker	JS Power
NC Broadhurst	JR Pugh
PM Hadley	SJ Reed
JM How	SJ Reynolds
B Jackson	D Smart Knight
PL Jameson	MA Wilson (until 7.09 pm)
P Lapin	P Young
DM Paul	

Also present: James Hardy (Town Clerk), Cal Bagshaw (Corporate Services Manager), Elliot Ridington (Democratic Services and Governance Officer), Becky Orchard (Communications Officer), Greg Martin (Communications Officer) and Laura Prisk (Corporate Services Officer).

41. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Marrington and Trevail.

42. DECLARATIONS OF INTEREST

In accordance with the Council's Code of Conduct:-

Councillor How declared a non-registerable interest in Agenda Item 14(a), 'Draft Heads of Terms for the Occupation of the Lower Ground Floor of the Market House, Penzance', as a Director of the Penzance Regeneration Company, the owner of the building, and left the meeting for the duration of this item.

Councillor Law declared a non-registerable interest in Agenda Item 14(a), 'Draft Heads of Terms for the Occupation of the Lower Ground Floor of the Market House, Penzance', as a Director of the Penzance Regeneration Company, the owner of the building, and left the meeting for the duration of this item.

Councillor Reynolds declared a non-registerable interest in Agenda Item 14(a), 'Draft Heads of Terms for the Occupation of the Lower Ground Floor of the Market House, Penzance', as a Director of the Penzance Regeneration Company, the owner of the building, and left the meeting for the duration of this item.

43. TO APPROVE WRITTEN REQUESTS FOR DISPENSATION

No written requests for dispensation had been submitted.

44. PUBLIC PARTICIPATION TIME

Two members of the public were in attendance and spoke regarding Agenda Item 12(a), ‘Polici an Yeth Kernewek / Cornish Language Policy’.

Councillor Wilson then left the meeting.

Another member of the public was in attendance and spoke to condemn the recent, allegedly racially aggravated, attack on the Cornwall Islamic Community Centre.

45. CORNWALL COUNCILLORS’ REPORTS

Councillor Dwelly

Councillor Dwelly had provided his apologies to the meeting and so no report was provided.

Councillor Line

Councillor Line had provided her apologies to the meeting and provided a written report to the Council which was as follows:-

‘Heamoor

Heamoor Traffic Scheme

During August the planned work was done to: extend the pavement on the Holly Terrace; add two dropped kerbs halfway up the hill; and extend the island at the bottom near the Sportsman’s. Unfortunately the work on the pavement outside Holly Terrace has led to some drainage problems, resulting in some ponding and some water entering some residents' gardens. I have sought and received assurance that work will be done to properly remedy the situation as soon as possible.

There is also some work remaining to be done as part of this project, namely adding some different coloured tarmac at the new “courtesy crossing” point, and on the four “arms” of the crossroads. Further work is anticipated, hopefully for the August half term, to extend the pavement (the “island” outside the school), to facilitate pedestrian movement along Boscathnoe Lane. I would welcome feedback from any residents about this scheme.

Footpath that links Treneere roundabout and Polmennor Road

I worked with the Town Council and Cormac to get the brambles cut back on the cobbled footpath that links the A30 at Treneere roundabout to Polmennor Road near the allotments. The path had been designated a cul-de-sac due to the southern end *belonging to Highways, and had therefore not been prioritised for cutting. I am now trying to find a way to get the moss cleared from the cobbles - it may ultimately require a volunteer team to achieve this, which I am looking into organising.*

Play Park at Roscadghill

I'm doing extensive consultation in Roscadghill to understand the needs and wishes of local children in regard to the play park, where the skate ramp was recently removed for safety reasons. I held a public meeting for the community at the park on 6th September, which was well-attended by adults and children. Thanks to Cllr Reynolds for his attendance and helpful contributions. We had a productive discussion with those who attended, and I'm now starting to gather together a group of local residents interested in fulfilling a stewardship role in the future of the park. Any Roscadghill or wider Heamoor residents who would like to get involved with this would be warmly welcomed.

Heamoor Rec

I've been asked what is happening with the rec at Heabrook Parc. This is on the Town Council's list for devolution, and negotiations between Cornwall Council's Public Open Space team and Penzance Town Council are ongoing. I remain in regular contact about this with the Clerk and Cllr Reynolds, and we have discussed options and priorities. While there is still a way to go in making these upgrades a reality we are all agreed that it will be best if the two Heamoor Parks can ultimately provide complementary facilities.

Sewage issues

One of the storm overflows in Heamoor appears to have some kind of malfunction as according to Water Watch there were 11 spills at this site in August despite the exceptionally dry August weather. I have raised this with the MP who is pursuing it on behalf of Heamoor residents.

Active Cornwall

I've been engaging extensively with Active Cornwall's work on tackling inequalities in physical activity in Penzance. They will be putting a funding bid to Sports England in the next few months. Final decisions about what will be included in the bid are still being made.

Gulval

Gulval School Traffic

I'm in contact with the Head of Gulval School regarding the traffic and congestion associated with school drop off and pick up times. The school leadership is already taking measures to alleviate this, but I'm hoping there may be other interventions we *can explore together. We are in the process of arranging an in-person meeting to discuss this, and other issues, in detail.*

Other highways issues in Gulval

Residents continue to raise concerns about traffic through Gulval, especially on the B3311. I'm hoping one of the Town Council's moveable vehicle activated signs, which are to be deployed soon, can be sited there for a period of time. Meanwhile I continue to discuss other options for future improvements with Highways.'

Councillor Marrington

Councillor Marrington had provided her apologies to the meeting and so no report was provided.

Councillor McKenna

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

i) The proposed development at the former Penzance Lidl site was now nearing a stage for determination and would be considered by one of Cornwall Council's planning committees. The Environment Agency had withdrawn its objection but had instead provided a series of reasons why the development remained inappropriate on the site.

ii) The automatic number plate recognition enforcement of the traffic restrictions on Market Jew Street, Penzance was due to commence during the week commencing 28 September 2026.

iii) A bid had been made by a number of the Cornwall Councillors in Penzance to reinstate free parking in a number of Penzance car parks between 4.00 pm and 9.00 pm.

iv) He had attended a number of meetings since his last report to Penzance Council and these were as follows:-

- A meeting of the Penzance Town Deal Board
- A meeting with the Penzance Town Mayor and Town Clerk
- A meeting between the Penwith Community Area Partnership and Devon and Cornwall Police which focussed on antisocial behaviour, homelessness and drug dealing.
- A meeting of the Newlyn Pier and Harbour Commissioners.
- A meeting of Leading Change in Penzance which had received funding to promote outdoor activities and sports in Penzance.
- A meeting regarding Penzance library.
- Weekly Adult Social Care budget meetings.
- A 'Together We Can' workshop.
- A visit to Bude Stratton Hospital.

- National Emergency Services Day.
- Proud to Care Awards.

46. 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.

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

In respect of Agenda Items 14(a), 14(b) and 14(c), 'Draft Heads of Terms for the Occupation of the Lower Ground Floor of the Market House, Penzance', 'Virement of Funds for Agency Staffing at Penlee House Gallery and Museum' and 'Increasing Capacity for Decision Making Through the Establishment of a New Post', 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 those sections of the meeting due to the confidential nature of the business to be transacted.

(Proposed: Councillor Broadhurst; seconded: Councillor Young)

48. TO CONFIRM THE MINUTES OF THE PENZANCE COUNCIL MEETING HELD ON 20 JULY 2026

Following consideration, it was

RESOLVED that the Minutes of the Penzance Council meeting held on 20 July 2026 be approved as true and accurate record and signed by the Chair.

(Proposed: Councillor Hadley; seconded: Councillor Osborne)

Vote; Thirteen in favour. Three abstentions.

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

No questions had been submitted.

50. TO NOTE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS

Members noted the Minutes of the following Committee meetings:-

(a) Planning Committee – 22 July, 12 August and 2 September 2026
(b) Arts and Culture Committee – 10 August 2026
(c) Leisure and Amenities Committee – 17 August 2026
(d) Finance & General Purposes Committee – 7 September 2026

51. REPORTS FROM COMMITTEES FOR DECISION

Finance and General Purposes

a) Addressing Capacity in Corporate Services

At its meeting held on 7 September 2026, the Finance and General Purposes Committee considered a confidential report regarding officer capacity within Corporate Services which recommended that, as a last resort, temporary agency staff be utilised to cover hours as necessary.

The Committee unanimously resolved to support this use of agency staff but, in order to do so, it was necessary for a budget line to be created for the expenditure.

Following consideration, it was unanimously

RESOLVED that a new budget line, under heading 2300 – 'Council Administration', be created, entitled '2300/13 - Agency Support'.

(Proposed: Councillor Pugh; seconded: Councillor Smart-Knight)

52. REPORTS FOR DECISION

a) Polici an Yeth Kernewek / Cornish Language Policy

Members and residents had suggested that Penzance Council adopt a formal Cornish Language Policy and so, at the meeting of Penzance Council held on 10 November 2025, as part of the update to the Council's Communications Strategy, Members were advised that such a policy would be created to ensure that Kernewek was promoted and used more frequently in Council communications.

The proposed Policy was set out as an appendix to the report and it was recommended that it be approved and adopted.

Following consideration, it was

RESOLVED that the Polici an Yeth Kernewek / Cornish Language Policy, as set out at Appendix 1 to the report, be approved and adopted.

(Proposed: Councillor Broadhurst; seconded: Councillor Pugh)

Vote; Fifteen in favour. One abstention.

b) Artificial Intelligence Policy

The Artificial Intelligence Policy was intended to provide a clear framework for the safe, responsible, and transparent use of artificial intelligence, ensuring that it was ethical and compliant. It was recommended that the proposed Policy was approved and adopted.

Following consideration, it was

RESOLVED that the Artificial Intelligence Policy, as set out at Appendix 1 to the report, be approved and the document be adopted.

(Proposed: Councillor Reynolds; seconded: Councillor Paul)

Vote; Twelve in favour. Four abstentions.

c) A Strategic Plan for Penzance 2026-30

Penzance Council's existing Strategic Plan covered the term of the previous Council through to 2026 and, in order to focus and prioritise Penzance Council activities throughout the term of the current Council, a refreshed Strategic Plan had been developed.

The proposed Plan was set out as an appendix to the report and, subject to the approval of the Council, further work would be undertaken to detail performance management measures.

It was recommended that the Strategic Plan 2026-2030 was approved and adopted.

Following consideration, it was unanimously

RESOLVED that the Penzance Council Strategic Plan 2026-2030, as set out at Appendix 1 to the report, be approved and adopted.

(Proposed: Councillor Broadhurst; seconded: Councillor Young)

d) Report of the External Auditor for the Year Ending 31 March 2026

The Council's external auditors had concluded the external audit of the 2025/26 accounting statements and had confirmed that, based on their review of Sections 1 and 2 of the Annual Governance and Accountability Return, in their opinion, the information in Sections 1 and 2 was in in accordance with proper practices. In addition, no other matters had come to their attention which would give cause for concern that relevant legislation and regulatory requirements had not been met.

Following consideration, it was unanimously

RESOLVED that the report of the external auditor for the financial year ended 31 March 2026, as set out at Appendix 1 to the report, be accepted.

(Proposed: Councillor Power; seconded: Councillor Pugh)

e) Proposals for an Overnight Visitor Levy for Cornwall

Penzance Council previously supported the commissioning and development of a Cornish Towns Visitor Voluntary Contribution Scheme (VCCS) – Feasibility Study, jointly with St Ives and Looe Town Councils.

Further to this local work, on 10 September 2026 the Secretary of State for Housing, Communities and Local Government announced that Mayors and local leaders would be handed the power to introduce an Overnight Visitor Levy - a fee on overnight stays. Mayors and local leaders could decide whether to introduce a levy and how the revenue should be invested in their area, following consultation with residents and local businesses.

St Ives Town Council had written a letter to the Leader of Cornwall Council asking for the policy development to be made in partnership with town and parish councils, highlighting the previous joint work on the VCCS Feasibility Study and asking for careful consideration of investment in the affected communities.

It was therefore recommended that the Council noted the letter from St Ives Town Council and that the Mayor wrote directly to the Leader of Cornwall Council to make the case for direct discussion with town and parish councils on the development of an Overnight Visitor Levy Policy for Cornwall, based on investment into affected communities to offset the impact of tourism.

Following consideration, it was unanimously

RESOLVED that

1. The joint letter from St Ives Town Council to Cornwall Council, as set out at Appendix 1 to the report, be noted.

2. The Town Mayor write to the Leader of Cornwall Council to make the case for direct discussion with town and parish councils on the development of the Overnight Visitor Levy for Cornwall, based on investment into affected communities to offset the impact of tourism.

(Proposed: Councillor Reynolds; seconded: Councillor Hadley)

53. MOTIONS ON NOTICE

a) Strengthening Democratic Resilience and Trusted Community Information

In accordance with Standing Order 2(c), the Mayor advised that, in the absence of its proposer, this motion had been withdrawn.

54. CONFIDENTIAL REPORTS FOR DECISION

a) Draft Heads of Terms for the Occupation of the Lower Ground Floor of the Market House, Penzance

Penzance Council previously resolved to support the principle of relocating Penzance Council's reception, face to face services and the Corporate Services team to the lower ground floor of Market House, Penzance, subject to detailed budget proposals and a lease agreement for the lower ground floor being developed and presented to a future meeting.

The draft heads of terms for the lease of the lower ground floor of Market House was appended to the report and the Council was requested to receive and note the document and to delegate authority to the Town Clerk to continue negotiations with the Penzance Regeneration Company and finalise a lease agreement for presentation to a future meeting of Penzance Council for consideration.

Following consideration, it was unanimously

RESOLVED that

1. The draft Heads of Terms for the grant of a lease of the lower ground floor, Market House, Penzance, be received and noted.

2. Authority be delegated to the Town Clerk to continue negotiations with the Penzance Regeneration Company and finalise a lease agreement for the lower ground floor to be presented to a future meeting of Penzance Council for consideration.

(Proposed: Councillor Paul; seconded: Councillor Pugh)

(Councillors How, Law and Reynolds were not present for this item.)

b) Virement of Funds for Agency Staffing at Penlee House Gallery and Museum

The background and issues associated with this item were set out within the report.

Following consideration, it was unanimously

RESOLVED that a virement(s) of up to £3,600 be made from the Penlee House Salaries budget (4000) to the Agency Support budget (4100/1/9) to allow for the use of temporary agency retail staff for a maximum of fifteen weeks.

(Proposed: Councillor How; seconded: Councillor Paul)

c) Increasing Capacity for Decision Making Through the Establishment of a New Post

The background and issues associated with this item were set out within the report.

Following consideration, it was

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

(Proposed: Councillor Broadhurst; seconded: Councillor Paul)

Fifteen in favour. One against.

55. REPORTS FOR INFORMATION

The Council noted the following reports for information:-

a) Councillors' Attendance at Meetings
b) Service Level Agreement Update – Sustainable Penzance
c) Service Level Agreement Update – PZN Youth
d) Service Level Agreement Update – Pengarth Day Centre

56. REPORTS FROM OUTSIDE BODIES

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

a) Penzance Community Flora Group
b) Jubilee Pool Penzance Ltd
c) Penzance / Concarneau Twinning Association
d) Penzance Regeneration Company
e) Chapel Street Creative CIO
f) Good Old Furniture Available (GOFA)

57. MATTERS ARISING FOR REPORT AT THE NEXT MEETING

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

The meeting closed at 8:54 pm

Town Mayor
21 September 2026