Minutes – Public Spaces & Services Committee

Minutes of the meeting held at 7pm on Monday 14 September 2026 at Chyanhale, Ponsmere Valley, Perranporth, TR6 0DB

In attendance: Cllrs Stephens (Chair), Bowers, Cook, Gaisford, Pentecost, Poulton, Trenfield
Amanda Coleman (Clerk)
3 members of the public.

1. **To note councillors present**
Noted. **193/26/PS**

2. **To receive apologies and accept reasons for absence**
Cllrs Byfield and Hunter
Proposed: Cllr Pentecost **Seconded: Cllr Gaisford** **unan** **194/26/PS**

3. **Declarations of interest and dispensations granted**
None. **195/26/PS**

4. **Minutes of the Last Meeting**
Members approved the minutes of the last Public Spaces & Services Committee meeting 10 August 2026 as a true and accurate record.
Proposed: Cllr Bowers **Seconded: Cllr Cook** **5-0(2abs)** **196/26/PS**

5. **Public Participation (15 minutes allowed)**
197/26/PS

6. **To discuss correspondence from members of the public regarding Bolenna Park (concerns of lack of shade and equipment) and resolve on any further actions and associated costs**
Correspondence discussed. Clerk to investigate a sail shelter and baby swing and cost out for budget discussions.
Proposed: Cllr Poulton **Seconded: Cllr Pentecost** **unan** **198/26/PS**

7. **To receive a report from the Clerk on matters arising from the last minutes**
Clerk has been in touch with a local farmer with regards to cutting Droskyn but unfortunately they are unable to cut. Has sought a quote from TMS. Will also contact Steve Sudworth to see whether any of his contacts can top the field. Mesh fencing for saplings has now been installed. SWPSI were instructed to install new basketball hoops/chains at Bolenna. Parts have now arrived, and due to be installed imminently. Clerk contacted Fleet regarding lack of defibrillators in Cliff Road area. They are currently reviewing options. **199/26/PS**

8. **To receive an update from the Streetlight Working Group and resolve on any further actions or recommendations to Council**
Working Group met last Thursday. Clerk's summary report was distributed ahead of the meeting, together with maps. Discussed and rationale for decisions made explained. The approximate cost to upgrade 41 lights for Cornwall Council adoption is £13,500 (includes 50% contribution by Cornwall Council). An additional two lights were discussed following this exercise which are yet to be costed up. Approximate cost for removal of 54 lights £3500 (excluding any potential distribution network operator (DNO) costs). Alternative lights will require a separate meeting to discuss specification. 28

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lights were identified to be retained by the Parish Council and remove when not working. A further 10 lights were identified for replacement as low level solar bollards or alternative lighting (including Inner Green, Sand Bay Flats path, Bolenna Park). Cllr Stephens raised concerns regarding the decision to remove lights in Bolingey instead of upgrading for Cornwall Council adoption which would be his preferred action. The Committee thanked the Working Group for all their diligent work on this, especially Cllr Stephens who produced the Excel spreadsheets and mapping.

It was **resolved to recommend to Council** the strategy for streetlights in the Parish, including upgrading circa 41 lights for Cornwall Council adoption, removal of 54 lights, retention of 28 lights, and investigation into alternative lighting, subject to confirmation of total cost of strategy and Cornwall Council agreement to contribute half the costs. To be discussed as part of budget discussions.

Proposed: Cllr Gaisford **Seconded: Cllr Bowers** **6-1 carried** **200/26/PS**

9. **To note the Grounds Manager task list**
Noted. **201/26/PS**

10. **To receive a written report from the Clerk regarding beach Wardens**
Noted. **202/26/PS**

11. **To discuss beach warden service provided by Alpha Protect this season and resolve on any further actions and associated costs**
Discussed. Clerk outlined the issues alongside the positives of this service.
It was **resolved to recommend to Council** contract Alpha Protect for the 2027 season, subject to costs/budget discussion and participation in the recruitment process. Clerk to organise a feedback meeting to discuss issues experienced this year.
Proposed: Cllr Pentecost **Seconded: Cllr Gaisford** **unan** **203/26/PS**

12. **To receive and note a summary report of Street Marshals by the Clerk**
Noted. **204/26/PS**

13. **To discuss the Street Marshal service provided by Alpha Protect this season and resolve on further actions and associated costs**
Discussed.
It was **resolved to recommend to Council** to contract Alpha Protect to provide street marshals next year, subject to budget, mid-July to end of August.
Proposed: Cllr Bowers **Seconded: Cllr Stephens** **unan** **205/26/PS**

14. **To resolve on the Droskyn Field Management Plan**
Discussed. Cllr Cook spoke to this item.
It was **resolved** to instruct the Clerk to contact Zac regarding the management plan and whether he would be able to do for no cost. Wildflower, barley seed with uncultivated section in the middle. Clerk to contact Steve Sudworth regarding cutting the field. Thanks to Steve for the plan.
Proposed: Cllr Cook **Seconded: Cllr Pentecost** **unan** **206/26/PS**

15. **To resolve on a grant application to Forest For Cornwall, Small Projects and Community Fund, including £1,000 matched funding**
It was **resolved** to instruct the Clerk to submit an application and use £1,000 budget for matched funding. 100 native trees and European species from warmer climates, between Bolenna and landscaping for new Ponsmere Valley.
Proposed: Cllr Cook **Seconded: Cllr Stephens** **unan** **207/26/PS**

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16. **To discuss and resolve on a quotation from Duchy Alarms for poles, brackets and clamps for CCTV at Bolenna at a cost of £850 plus VAT**

Discussed.

It was **resolved** to instruct Duchy Alarms for poles, brackets and clamps for CCTV at Bolenna at a cost of £850 plus VAT

Proposed: Cllr Bowers **Seconded: Cllr Gaisford** **unan** **208/26/PS**

17. **To consider the options for renewing the rubber safety surfacing at Bolenna under the swings and resolve on the quotation from SWPSI**

It was **resolved** to instruct SWPSI to renew safety mattering under the basket swing and flat seat swing at a cost of £1300 each.

Proposed: Cllr Stephens **Seconded: Cllr Bowers** **unan** **209/26/PS**

18. **To discuss the draft policy and procedure for access to the Inner Green and resolve on any further actions**

Clerk noted that some of the house names have changed since the original conveyancing document.

It was **resolved to recommend to Council** the Inner Green Access Policy and Procedure. Clerk to change the code and inform all stakeholders.

Proposed: Cllr Poulton **Seconded: Cllr Bowers** **unan** **210/26/PS**

19. **To review the Policy and Procedure and recommend to Council**

It was **resolved** to **recommend to Council** the following:

(a) Scattering Ashes Policy

(b) Illuminating Chapel Rock Policy

Proposed: Cllr Stephens **Seconded: Cllr Trenfield** **unan** **211/26/PS**

20. **To discuss quotation from Quay Windows to install a louvre vent in Bolenna Toilet at a cost of £336 plus VAT**

It was **resolved** to instruct Quay Windows to install a louvre vent in Bolenna Toilet at a cost of £336 plus VAT.

Proposed: Cllr Bowers **Seconded: Cllr Poulton** **unan** **212/26/PS**

21. **To resolve on Invoice No 256 from Mark Wylder, first payment for the Library mural in the sum of £1500**

It was **resolved** to approve Invoice No 256 from Mark Wylder, first payment for the Library mural in the sum of £1500

Proposed: Cllr Gaisford **Seconded: Cllr Pentecost** **unan** **213/26/PS**

22. **To discuss potential allotments at Goonhavern and resolve on any further actions and associated costs**

The terms proposed were discussed, including the term of 15 years and rent.

It was **resolved** to reject the proposed 15-year rental term, as it would not provide sufficient time for the Parish Council to recoup its investment and was considered too short to offer adequate security to those committing to maintain an allotment.

Proposed: Cllr Bowers **Seconded: Cllr Poulton** **unan** **214/26/PS**

23. **To discuss the chimney stack information board and approve the wording/design**

It was **resolved** to approve the wording. Contract out design. Historic picture to be obtained.

Proposed: Cllr Stephens **Seconded: Cllr Bowers** **unan** **215/26/PS**

24. **Public Bodies (Admission to Meetings) Act 1960. In view of the confidential or special nature of the business about to be transacted, it is advisable that the press and public be**

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excluded and instructed to withdraw during the discussions for the following items: procurement

No public to exclude. **216/26/PS**

25. **To resolve on instructing a contractor out of the two quotes provided for works relating to mining fencing works at Cligga**

It was **resolved** to instruct Robbie Rule to carry out fencing works to Feature 13: £335 Feature 42: £1260, Feature 61: £560 and Feature 80: £1440 (all plus VAT) – total cost £3595. Clerk to approach Duchy for a contribution to these costs.

Proposed: Cllr Cook **Seconded: Cllr Pentecost** **6-0(1abs)** **217/26/PS**

26. **To resolve on instructing a company to provide an information board for the Chimney Stack, from the two quotes provided**

It was **resolved** to appoint Contract Signs to design and supply the information board at a cost of £852 plus VAT.

Proposed: Cllr Bowers **Seconded: Cllr Stephens** **unan** **218/26/PS**

27. **To note the date of the next meeting: Monday 12 October 2026** **219/26/PS**

There being no further business, the Chair closed the meeting at 8.50pm

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