

St Buryan, Lamorna & Paul Parish Council

Minutes – 20 April 2026

Minutes of the monthly meeting of St Buryan, Lamorna & Paul Parish Council held on Monday 20 April 2026 at 7.30pm at Lamorna Village Hall.

Councillors present: Cllrs J Pascoe (Chair), S Gough (Vice-Chair), M Corley-King, S Stevenson, P Thurstans, L Wilkin and B Wynter.

In attendance: No members of the public. Apologies from Cornwall Councillor Thalia Marrington.

Officer support: Clerk/RFO

Ref:	AGENDA ITEMS	
26-04/1	To record absences and note apologies for absence Councillors absent: Cllr Groves and Macis. Apologies received from: Cllrs Groves and Macis.	
26-04/2	Co-options to the council. No applications received.	
26-04/3	<u>Declarations of Interest:</u> None.	
26-04/4	Member Dispensations. No requests received.	
26-04/5	Public Speaking. No members of the public present.	
26-04/6	Cornwall Councillor reports Cornwall Councillor Marrington had sent her apologies for this meeting. Noted.	
26-04/7	Reports from meetings of other organisations Cllr Gough had attended the Penwith Community Area Partnership meeting. Discussion had included a talk on community emergency planning.	
26-04/8	Minutes of the meeting held on <u>16 March 2026</u> Resolved – that the minutes of the meeting of the council, as above, having been circulated, be taken as read, approved and signed by the Chair as a true and accurate record of the meeting.	
26-04/9	Clerk's update report The Clerk's written update report circulated prior to the meeting was noted.	
26-04/10	Planning Applications	
	a)	PA26/01643 – Horizon View, 10 Parc An Peath, St Buryan – Change of use of existing recreational building (approved under PA21/03515) from ancillary domestic recreational use to holiday let accommodation. Resolved – that the parish council has no objection to this application.
	b)	PA26/01782 – The Annexe, Sparnon Farm House, St Buryan – Installation of an air source heat pump to front of property. Resolved – that the parish council supports the application.
26-04/11	5 day planning protocol – responses to 5 day planning protocol consultations sent to Cornwall Council in the last month PA25/04652 – Land at Kew Pendra – Construction of a development of four houses and associated works. In view of the update provided by the planning officer and their reasons for recommending	

Minutes are draft until approved by Council.

	approval, the parish council to the 5-day planning protocol consultation was to agree with the officer recommendation and a question was raised – whether concerns at inadequate road access to the site could be dealt with by planning condition. Noted.																																																
26-04/12	Planning applications determined by Cornwall Council in past month – <i>noted</i>. March: PA26/01905 – Vodafone UK Ltd Communications Mast 73318 Lower Drift, Buryas Bridge – Notification under the electronic communications code (conditions and restrictions) Regulations 2003 (as amended) to utilise permitted development rights. Closed – advice given. PA26/00679 – Tower Cottage, St Buryan – External steps and access balcony. Decided – approved with conditions. PA26/00124/PREAPP – Chylehan, Lamorna – Pre-application advice for proposed single storey east wing extension to existing bungalow. Decided – closed, advice given.																																																
26-04/13	Planning Appeals a) Appeal decided: PA25/02262 – The Cottage, Galligan Lane, St Buryan – Mr R Carloss – Appeal Dismissed. No Costs claimed. Noted.																																																
26-04/14	Neighbourhood Priority Statements [Cllr Gough] No update, this item to be removed from future agendas.																																																
26-04/15	Schedule of Payments - <i>To resolve</i> Resolved – to approve the payments to be made, as set out in the schedule It was noted that the Direct Debit arrangement for paying Alchemy (Western) Systems was still underway as it was not proving possible to set up the Direct Debits from the parish council side. <table><tr><th>Payee</th><th>Purpose</th><th>Amount (inc VAT)</th></tr><tr><td colspan="3"><i>To be paid by online bank payments</i></td></tr><tr><td>Cornwall ALC Ltd</td><td>Annual membership subscription</td><td>£762.40</td></tr><tr><td>Matthew Lowe Garden Services</td><td>Cemetery grass cutting</td><td>£344.00</td></tr><tr><td>Matthew Lowe Garden Services</td><td>Grass cutting (Comm. Hse, shop, memorial, Tower Lane)</td><td>£110.50</td></tr><tr><td>ICT Connect Ltd</td><td>Monthly website fee</td><td>£13.20</td></tr><tr><td>Scribe (Starboard Systems Ltd)</td><td>Scribe cemetery subscription (accounts software paid by Debit card)</td><td>£24.00</td></tr><tr><td>Viking Direct</td><td>Stationery</td><td>£13.49</td></tr><tr><td>Crystal Clear</td><td>Cleaning – St Buryan public toilets (March)</td><td>£508.87</td></tr><tr><td>B Goraus</td><td>Internal Audit 2025/26</td><td>£100.00</td></tr><tr><td colspan="2">Staff costs, including salary, pension, NI, PAYE (March 26)</td><td>£1,576.07</td></tr><tr><td>L Clifton</td><td>Clerk’s expenses reimbursed</td><td>£42.20</td></tr><tr><td colspan="3"><i>Paid by Debit Card, regular payment</i></td></tr><tr><td>Scribe (Starboard Systems Ltd)</td><td>Scribe accounts subscription</td><td>£42.00</td></tr><tr><td colspan="3"><i>Direct Debits</i></td></tr><tr><td>Alchemy Systems (Western) Ltd</td><td>To be confirmed – bank difficulties in setting up Direct Debit instruction.</td><td></td></tr></table>	Payee	Purpose	Amount (inc VAT)	<i>To be paid by online bank payments</i>			Cornwall ALC Ltd	Annual membership subscription	£762.40	Matthew Lowe Garden Services	Cemetery grass cutting	£344.00	Matthew Lowe Garden Services	Grass cutting (Comm. Hse, shop, memorial, Tower Lane)	£110.50	ICT Connect Ltd	Monthly website fee	£13.20	Scribe (Starboard Systems Ltd)	Scribe cemetery subscription (accounts software paid by Debit card)	£24.00	Viking Direct	Stationery	£13.49	Crystal Clear	Cleaning – St Buryan public toilets (March)	£508.87	B Goraus	Internal Audit 2025/26	£100.00	Staff costs, including salary, pension, NI, PAYE (March 26)		£1,576.07	L Clifton	Clerk’s expenses reimbursed	£42.20	<i>Paid by Debit Card, regular payment</i>			Scribe (Starboard Systems Ltd)	Scribe accounts subscription	£42.00	<i>Direct Debits</i>			Alchemy Systems (Western) Ltd	To be confirmed – bank difficulties in setting up Direct Debit instruction.	
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26-04/16	Grants. a) Grant application received from St Buryan Gala organisers Resolved – to award a grant of £300 for the purpose set out in the application (to be paid to the St Buryan Playing Field Association).
26-04/17	Playground Cllr Thurstans reported that the play equipment is in satisfactory condition, following an inspection earlier in the week. The planter/bench is falling apart, wood is rotting from containing the soil for the plants. Resolved – to ask Derek Hughes to see if he can take off the planter and leave the bench. Delegated to Clerk in consultation with Chair and Vice-Chair to approve appropriate works, and quote/s received. a) Update on annual inspection The Clerk reported that the Annual Safety Inspection Report is expected to be received soon (scheduled for April/May). Noted. b) Replacement roundabout at St Buryan Play Area – to <i>decide</i> whether to continue with the replacement and to confirm the order and the source of funding (eg Reserves, or if any local funders are willing to help), following unsuccessful bid for CIL funding. Members discussed the matter and noted that there were not sufficient funds to install an inclusive roundabout. Resolved to seek a quote from the council's grounds contractor for the supply and installation of a Kompan inclusive see-saw, removal of the spindle from the old roundabout, and an indication of the lead time for completion. Action: Clerk.
26-04/18	St Buryan Cemetery It was reported that there is a problem at the cemetery, with a repeat offender who is refusing to remove their rubbish, cut ends of flowers, plastic wrapping etc. It was agreed to continue to monitor and encourage people to take their rubbish home with them or to use the bins in the playing field. The Clerk reported that the process of mapping individual grave information onto the new cemetery software was an ongoing process, with approximately 1,000 grave entries in total which would eventually need to be included. Noted.
26-04/19	a) Website and Social Media The Clerk has carried out a review of the parish council website to check for accessibility compliance. Cllr Gough has been reviewing the website to improve the parish council's presence on the web and for the site to be relevant and easy to use. This is a work in progress, further report to a future meeting. Noted. b) Installing InPost Parcel Lockers at Property Portfolio of St Buryan and Lamorna Parish Council [Cllr Pascoe] This had been considered at the Lamorna Village Hall meeting, and decided against. Discussed and considered current arrangements, with home delivery or delivery to the post office. Considered also experience of existing InPost elsewhere locally where there have been difficulties with the facility breaking down and rubbish left in the vicinity.

	Agreed in the first instance, Chair to have a conversation with the manager of the Post Office in St Buryan to see if they would wish to pursue installation of an InPost Parcel Locker. c) Cornwall Council Consultation – Cornwall Cultural Strategy – to decide whether to submit a parish council response, and, if so, to agree the wording of a response. https://letstalk.cornwall.gov.uk/cornwall-cultural-strategy Noted. d) Arrangements for 2026 Annual Parish Meeting of Electors Resolved that the Annual Parish Meeting of Electors will be held on 7.00pm, 18 May, before the council meeting. Invitations to be sent out to local organisations. Action: Clerk.
26-04/20	ENVIRONMENT. No reports.
26-04/21	HIGHWAYS CLlr Gough reported on the Vehicle Activated Sign (VAS) data for the past month. The Lands End Road figures showed daily vehicle movements had doubled over Easter. Highest speed recorded: 56mph. Average speed has dropped slightly. Concerns at near misses coming out of Newlyn Road. Inconsiderate parking is also a problem. Agreed to ask again to meet on site with the Highways Manager to review the traffic speed issues which continue through the village.
26-04/22	PUBLIC RIGHTS OF WAY (PRoW). No report.
26-04/23	Community Emergency Planning It was reported that this had been an agenda item at the recent Penwith Community Area Partnership meeting. Discussion included the following points: • The parish could be split into areas for emergency planning purposes: St Buryan, Lamorna, Buryas Bridge, Kerris and Crows an Wra. • An emergency plan should make clear what the parish council does, and does not, cover. • The role that local volunteers can play in helping draw up a community emergency plan, and for volunteering in event of an emergency • How to ensure that local residents are informed and supported in taking steps for their own home resilience plans. • Support that the parish council could give, such as flagging up the options for first aid training (eg reported that Cornwall Ambulance Service will offer free first aid training) • Ideas and volunteers can be sought at the Annual Parish Meeting of Electors.
26-04/24	Public Realm Improvement and Re-introduction of Weed Treatment. Members considered documents received from Cornwall Council on whether to opt-out of the scheme in 2026/27. This item was discussed and included the following points: • The parish council is not equipped to be able to take on the service at this stage, with such short notice. • St Buryan in Bloom have agreed to manually weed key areas in the village, to minimise the need for any droplet application. • There are areas which need to be monitored, where there is pavement damage, such as Leffra Orchard pathway. • Penzance Town Council's response to the consultation was noted.

	Resolved – that 1) the parish council decided not to opt out of the scheme for 2026, and encourages local residents to keep their local areas as weed-free as possible, on the basis that each weed removed by other means will be one less weed to which a chemical droplet application would be applied; 2) the parish council expressed disappointment at the short notice and lack of consultation from Cornwall Council and expressed the hope that Cornwall Council's plans for weed treatment in 2026 can be deferred pending further consideration of the options available and 3) the parish council agreed to seek a written assurance from Cornwall Council that the parish council will be discharged from liability in the event of any legal claims brought as a result of chemical weed treatment following the parish council decision not to opt out of the scheme in 2026.
26-04/25	IT Matters a) To review the recent changeover of Councillor emails and new Microsoft365 licences Changeover of emails is largely complete. There are elements in the 365 package that will benefit the council, Councillor Gough to advise at a future meeting. Councillors were pleased with the support provided by Alchemy Systems (Western), proving to be prompt and helpful. b) To note the new email/Microsoft 365 support contract. Noted.
26-04/26	Finance reports and bank reconciliation a) Budget v Actual report; bank reconciliation; monthly receipts and payments report to 31 March 2026 b) Asset Register as at 31 March 2026 c) Balances of Earmarked and General Reserves as at 31 March 2026 d) Financial Risk Assessment 2025/26 e) Neighbourhood Portion of CIL funds – end of year report 2025/26 Resolved to adopt the Finance Reports as at 31 March 2026 Resolved - to approve and adopt items b) to e) as set out above.
26-04/27	Review of Council policies: <i>To resolve to adopt the following policies / updates to policies:</i> a) Statement of Internal Controls (<i>updated policy</i>) b) Freedom of Information Publication Scheme (<i>update existing policy</i>) c) Investment Strategy (<i>new policy</i>) d) Reserves Policy (<i>new policy</i>) Resolved – that the above policies are approved and adopted.
26-04/28	Correspondence <i>To note correspondence received.</i> a) Planning Inspectorate – Pre-inquiry note. Proposed Order: The Cornwall Council (Addition of a Footpath at Choone Farm in the parish of St Buryan, Lamorna & Paul) Modification Order 2023. Inquiry to open on Wednesday 6 May 2026, scheduled to last for up to two days. Inquiry will be held at the Alverne Room, St John's Hall, Alverton Street, Penzance. Notes and running order. Noted.

	b) Correspondence from a local resident concerned about shooting (game shooting presumed). Clerk has replied. Note	
26-04/29	Training. No new requests.	
26-04/30	Meetings – to receive reports on meetings attended	
26-04/31	Agenda items for a future meeting a) Any items deferred from this meeting b) Defibrillator (new standing item) c) Website (including Neighbourhood Plan pages) – Cllr Gough and Clerk to carry out a review and report to Council d) St Buryan Public Toilets <i>To consider quotes for repair works and to note the findings of the asbestos refurbishment survey and to resolve to take appropriate steps as necessary</i> e) Cornwall Council consultation – Understanding Cornish Places <i>To consider the online entry of information about the St Buryan area and to agree any requested changes for this area to be sent through to Cornwall Council</i> https://dataportal.wiserd.ac.uk/en/understanding-cornish-places/place/E63007081 Date of next meeting: 18 May 2026, St Buryan Village Hall	
	Meeting closed: 9.13pm	Signed by Chair: