

St Buryan, Lamorna & Paul Parish Council

Minutes – 17 November 2025

Minutes of a meeting of St Buryan, Lamorna & Paul Parish Council held on Monday 17 November 2025 at St Buryan Village Hall, commencing at 7.30pm

Councillors present: Councillors: J Pascoe (Chair), S Gough (Vice-Chair), M Corley-King (until 9.25pm), D Groves, P Thurstans and B Wynter

In attendance: Cornwall Councillor T Marrington and 5 members of the public

Officer support: Clerk/RFO

Minute No:	
25-11/1	To record absences and note apologies for absence None received.
25-11/2	<u>Declarations of Interest:</u> Cllr Thurstans declared an interest in Minute 25-11/36 (Quotes for repairs to public toilets).
25-11/3	Member Dispensations - None
25-11/4	Public Speaking 1) Choone Farm – DMMO footpath application WCA 564. A local resident attended to speak and stated that the path was created by a family member for their personal use, and had been closed off when no longer needed. They reported that a DMMO right of way application had been submitted in 2010 to Cornwall Council. In 2023 the Parish Council was consulted. On 23 August 2023 the parish council had considered the application, before the speaker's objection was posted to the council. Noted that the parish council had 42 days in which to send a response. They raised a concern that the parish council had not waited for the full 42 days before responding. An additional council meeting was called in August 2023 and the speaker was not aware. It was suggested that the parish council's view may have been biased as the applicant spoke at that meeting but not the landowner. The application was stated to be complex and much of the evidence was questioned by the speaker. It was questioned how much of the documentation had been reviewed by the parish council. The speaker had sent a letter to the Clerk. The Chair advised that the additional August meeting had been called to confirm the new Clerk's contract and two planning applications. The DMMO application was added to that agenda. The Chair explained that the support of the application at that time was based on discussion at the meeting and the information available to the parish council at that time. As the parish council had submitted a representation, it was expected that the parish council would be consulted as part of the upcoming Public Inquiry to be held by the Planning Inspectorate. A Councillor made reference to an 1876 survey showing the route of a path from Merry Maidens at that time.
25-11/5	Cornwall Councillor reports Cornwall Councillor Thalia Marrington gave an update on issues including: - Sewage problems in St Buryan. A meeting with South West Water soon, potential to make contacts at that event, C.Cllr Marrington and Cllr Pascoe to attend. Will also arrange to meet with Andrew George MP. Potential for a meeting in January. Concern that sewage disposal options locally were closing. C.Cllr Marrington agreed to take this up with Andrew George

	MP. Cllr Pascoe noted that this had been raised at a recent Farmers Market, residents had given details of the impact on their lives with the sewage backing up in the village. Residents of Kew Pendra and Meadow Rise. - Tri-Service officer will be in contact with the Clerk soon, to arrange to attend a Parish Council meeting. - Budget setting, waiting for outcome from forthcoming national budget, Fairer Funding – lobbying for funds to come to Cornwall. All CC budgeting will be dependent on outcome of national decisions. The current main priorities had been listed on Cornwall Council’s consultation web-page. - C.Cllr Marrington had spoken at Westminster on child poverty in the area, an area with pockets of high deprivation. A remoteness factor is now being included and so it is likely that this will help the deprivation issues in this parish to be noticed and addressed. Transport access will now be included as a factor in the Child Poverty Report. A particular issue that C.Cllr Marrington keeps raising – access to public transport and the impact this has in relation to poverty. The health service is also working to try to address issues for areas with higher levels of poverty and need, C.Cllr Marrington is involved in these discussions. - Cornwall Council are also looking at new ways of working with parish and town councils, for devolution, shared funding for local services, etc. Questions / comments from Parish Councillors: Penzance Town Deal had little benefit to parish residents as bus does not go to the town centre. The parish has 1600 people with no direct access to nearest health centre and a lack of public transport access to the centre of the nearest town. C.Cllr Marrington offered to arrange a meeting with Parish Councillors to discuss priorities for the area and to better understand local issues, possibly also with an officer and C.Cllr Sarah Preece (Portfolio holder for Tourism, Localism and Planning), leading on the current Cornwall Council survey on Cornish Places. Agreed to try to hold this meeting before the end of December.
25-11/6	Minutes of the meeting held on 20 October 2025 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, with the inclusion of one amendment: item 5, line 3 – route across the school grounds, not the rectory grounds.
25-11/7	Clerk’s update report Members noted the Clerk’s update report circulated prior to the meeting. Salt bins - Lamorna – it had previously been agreed to provide two salt bins for Lamorna, two locations at Well Lane. Local resident / former parish councillor would be able to advise on the locations. Clerk to action Salt bin – St Buryan – it was agreed that there was a need for a salt bin in St Buryan and that this would be provided by the Parish Council. There was already salt bagged up by the public toilets. Location to be confirmed by Councillors. Christmas trees – arrangements had been made with Tregothnan for local volunteer to collect the two trees (chosen by another volunteer) to be delivered to Lamorna and St Buryan in the last weekend of November.
25-11/8	Brought forward: DMMO Correspondence

	Email received requesting information on the parish council response to DMMO application WCA 564 (Application for a Modification Order to add a Footpath at Choone Farm, St Buryan, Lamorna & Paul CP) The Chair advised that it was important for the parish councillors to review the documents for the application for Modification Order for the above path which had been appealed and would be considered by Public Inquiry. It was understood that there was potential for further input from the Parish Council into the process. Noted.																																																
25-11/9	Planning Applications - None																																																
25-11/10	5 day planning protocol – responses to 5 day planning protocol consultations sent to Cornwall Council in the last month noted																																																
25-11/11	Planning applications determined by Cornwall Council in past month – noted. October decisions: PA25/01048/PREAPP – Trethinnick Studio, Lamorna – Exception notice for 1 x mature Sycamore to fell and remove due to damage of the main stem and potential damage to property and power lines. Closed – advice given																																																
25-11/12	Planning Appeals No appeal decisions received																																																
25-11/13	Neighbourhood Priority Statements No update.																																																
25-11/14	Schedule of Payments Resolved – To approve the payments to be made, as set out in the schedule <table><tr><th>Payee</th><th>Purpose</th><th>Amount (inc VAT)</th></tr><tr><td colspan="3"><i>To be paid by online banking</i></td></tr><tr><td>St Buryan Village Hall Management Committee</td><td>Hall bookings, July 12, 21, September 15</td><td>£30.00</td></tr><tr><td>The Media Runner</td><td>Updates to stburyanlamornapaul-pc.gov.uk, email account set ups and other tasks from 31.8.24 to 30.9.25</td><td>£365.22</td></tr><tr><td>ICT Connect Ltd</td><td>Inv 11507 – wordpress website design and build, special price based on generic site. Email hosting mailbox setup for clerk and cllrs</td><td>£108.00</td></tr><tr><td>ICT Connect Ltd</td><td>Monthly website fee</td><td>£13.20</td></tr><tr><td>CorServ Facilities</td><td>Supply of 3 x public toilet keys for St Buryan public toilets</td><td>£38.16</td></tr><tr><td>Matt Lowe Garden Services</td><td>Grass cutting, cemetery</td><td>£344.00</td></tr><tr><td>Matt Lowe Garden Services</td><td>Grass cutting, community house park and shop / memorial/ Tower Lane</td><td>£110.50</td></tr><tr><td>Crystal Clear</td><td>Cleaning – public toilets inv 61840</td><td>£505.01</td></tr><tr><td>Poppy Appeal</td><td>Donation and purchase of wreath and crosses</td><td>£100.00</td></tr><tr><td>Source for Business</td><td>Water – St Buryan public toilets</td><td>£149.35</td></tr><tr><td colspan="2">Staff costs, including salary, NI, PAYE, pension</td><td>£1,604.82</td></tr><tr><td>L Clifton</td><td>Clerk's expenses Oct 25</td><td>£74.06</td></tr><tr><td colspan="3"><i>To be paid by direct debit</i></td></tr><tr><td>Octopus energy</td><td>Electricity, public conveniences, St Buryan. Oct 25.</td><td>£18.54</td></tr></table>	Payee	Purpose	Amount (inc VAT)	<i>To be paid by online banking</i>			St Buryan Village Hall Management Committee	Hall bookings, July 12, 21, September 15	£30.00	The Media Runner	Updates to stburyanlamornapaul-pc.gov.uk, email account set ups and other tasks from 31.8.24 to 30.9.25	£365.22	ICT Connect Ltd	Inv 11507 – wordpress website design and build, special price based on generic site. Email hosting mailbox setup for clerk and cllrs	£108.00	ICT Connect Ltd	Monthly website fee	£13.20	CorServ Facilities	Supply of 3 x public toilet keys for St Buryan public toilets	£38.16	Matt Lowe Garden Services	Grass cutting, cemetery	£344.00	Matt Lowe Garden Services	Grass cutting, community house park and shop / memorial/ Tower Lane	£110.50	Crystal Clear	Cleaning – public toilets inv 61840	£505.01	Poppy Appeal	Donation and purchase of wreath and crosses	£100.00	Source for Business	Water – St Buryan public toilets	£149.35	Staff costs, including salary, NI, PAYE, pension		£1,604.82	L Clifton	Clerk's expenses Oct 25	£74.06	<i>To be paid by direct debit</i>			Octopus energy	Electricity, public conveniences, St Buryan. Oct 25.	£18.54
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L25-11/15	CIL Funds, Grants and s.137 Payments – No report.																																																

25-11/16	Meadow Rise and Meadow Rise Phase 2 – <i>to consider the ongoing sewerage issues and any steps that the parish council can take on behalf of local residents</i> This item had been discussed earlier in the meeting. The Council looked forward to a date in January, meeting with SWW and agencies. Meanwhile, personal statements could be gathered from local residents affected – Councillors to action.
25-11/17	Playground . October inspection had been carried out by Cllr Thurstans. Condition – good. Noted a hole in one of the safety mats and the shelter roof was still missing. November inspection – Cllr Corley-King volunteered. Noted: Buryan in Bloom group have a volunteer willing to remove the planks sticking out on the rectangular planter, also to plant some succulents in the planter, and working with the school. Also noted: the Community House needs to remove rubbish at the back of the playground and around the site, accumulated over the years.
25-11/18	Kew Pendra Community Space - <i>update on drafting of agreement for locating a shed for tool storage for community volunteers</i> Deferred to next meeting.
25-11/19	Defibrillator Maintenance Members discussed the need for the defibrillator outside Londis in St Buryan to be maintained, and the pressing need for the battery pack to be replaced. It was noted that it was not known who was currently responsible for the defibrillator. It was understood to be a one-off donation to the village, and previous batteries paid for by the WI. Resolved – that 1) The parish council will purchase a replacement battery pack to get the defibrillator up and running, to be delivered to Cllr Gough's address. 2) Cllr Gough volunteered to update the notice on the defibrillator to give clearer instructions on locating the next nearest defibrillator at the boxing club 3) Ownership / responsibility for the defibrillator to be an agenda item for the December council meeting, for the council to consider taking on interim responsibility until if/when an owner is identified.
25-11/20	St Buryan Cemetery 1. Burials Administration and Record Keeping Members considered the report setting out the need for improvements to the administration and record keeping for St Buryan Cemetery. The options set out in the report were discussed. It was noted that the Clerk had created a spreadsheet to compile all records, the best option with the available resources, and that if the council was to decide at a later date to move to a cemeteries software package, there would be further work to migrate to a new system. Resolved – that the council will subscribe to Scribe Cemetery with immediate effect, to be funded from Reserves for the remainder of the financial year and to be budgeted for in the next financial year. 2. Works needed to clear vegetation at St Buryan Cemetery

	Members received an update on works considered necessary for the good maintenance of the cemetery Resolved – for the work to be carried out, to clear overgrown vegetation from the cemetery, the element in excess of agreed budget to be part-funded from Reserves. 3. Other cemetery matters: St Buryan in Bloom group had tidied the shed, painted the door, shelves put up, lawnmowers and wheelbarrow will be removed. Noted. A member of the public had asked for more signage for the area in the cemetery for burials of cremated remains. This was not considered necessary and so no action to be taken.
25-11/21	Website, Councillor Emails and Social Media Website – Cllr Gough and Clerk to carry out a review and report to Council. Councillor Emails – Cllr Gough noted the feedback from Councillors on difficulties using the webmail email system and how it was affecting communications in the council. It was recommended that the council moves to Office 365 business, to give access to Outlook email. Indication of costs: 13 users, £861.12 per annum or 7 users £463.68 per annum. Would need a policy on access to the email, Cllr Gough is reviewing all IT related policies for the council. Agreed – for Office 365 / Outlook email to be an agenda item for the next meeting. Clerk to source quotes from ICT Connect and another tech support provider for support for use/admin of Office 365, if needed.
25-11/22	ENVIRONMENT Cllr Corley-King gave an update on work carried out by St Buryan in Bloom. St Buryan had received gold this year in the In Bloom competition. Judges had been very impressed with the village. Four new volunteers had joined recently. WI had given a generous donation and wished to sponsor a planter. For next year, a water butt is needed. Members considered locating a water butt by the public toilets however this was thought to be problematic in view of recent vandalism at the public toilets. It was suggested that St Buryan in Bloom approach the Village Hall Management Committee to see if a water butt could be installed in the car park at the Village Hall.
25-11/23	HIGHWAYS Community Highways Improvement Programme Agreed to ask the Highways Manager (CC) for advice on improvements which could potentially help to keep traffic speeds to 20mph through St Buryan. Also for advice on potential for a safe crossing point for pedestrians in St Buryan. Councillor Corley-King left the meeting at this point.
25-11/24	PUBLIC RIGHTS OF WAY (PRoW) No update.
25-11/25	Compliance with AGAR Assertion 10, digital and data compliance Deferred to either the December or January meeting of the Council.
25-11/26	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

	This item had been discussed earlier, noted that Cllr Marrington had offered to arrange a meeting with the lead Cornwall Councillor on this project.
25-11/27	Finance reports and bank reconciliation Budget v Actual report; bank reconciliation; receipts and payments reports to 31 October 2025 The Clerk reported that there were no reports available this month while work was carried out on the accounts in preparation for budget and precept setting next month.
25-11/28	Budget and Precept 2026/27 Agreed that the Clerk will draft a budget for the December council meeting, with the draft budget 2026/27 to be set out in comparison with the budget and precept approved by council in November 2024.
25-11/29	Office IT arrangements - To <i>consider</i> upgrade to office IT hardware Deferred to next meeting.
25-11/30	Co-options to the council. No applications had been received.
25-11/31	Correspondence 1) Email received requesting information on the parish council response to DMMO application WCA 564 (Application for a Modification Order to add a Footpath at Choone Farm, St Buryan, Lamorna & Paul CP) Noted that this item had been covered earlier in the meeting.
25-11/32	Training Cllr Pascoe reported that she would attend training for local councils on planning enforcement the following week. Councillors were reminded that it is mandatory for local councillors to attend Code of Conduct training within six months of taking office, including re-election.
25-11/33	Meetings – to receive reports on meetings attended Cllrs Gough and Pascoe updated on feedback from the St Buryan Market, on matters not already raised earlier in the meeting: - Update on Village Hall Committee plans for managing the outdoor area at the Village Hall when the ownership is transferred - Questions about whether ‘pot-hole filling groups’ are possible in Cornwall, and whether there could be a village newsletter for St Buryan - Road closures, the plethora of signs recently for the Wildanet works, and lack of co-ordination with groups in Penzance and the difficulties caused. Noted.
25-11/34	Agenda items for a future meeting i. Any items deferred from this meeting ii. Budget drafting for 2026/27 –December council meeting iii. Burials – review of fees and charges <i>To carry out the annual review of fees and charges and to resolve any changes and the date new charges will be implemented from</i> i. Burials - review of Burials Policy <i>To review the policy and to resolve any changes considered appropriate</i>

	Date of next meeting: 15 December 2025, St Buryan Village Hall.	
25-11/35	Exclusion of the press and public Resolved: that in accordance with s.1(2) of the Public Bodies (Admission to Meetings) Act 1960, the Press and Public be excluded from the meeting during the consideration of the following business owing to the confidential nature of that business.	
25-11/36	St Buryan Public Toilets <i>To consider tenders for repair works</i> The Clerk reported that the works specifications had been withdrawn and re-written, to give sufficient detail for quotes to be sourced. Councillors noted that the invitations to quote would be sent out, to seek quotes to be considered at the next meeting if possible.	
25-11/37	Play area – quotes for new roundabout Members considered the quotes previously received, noting that updated quotes were due to be received, taking into account further detail circulated to each of the contractors who had first quoted. It was noted that due to costs involved it would help the parish council to achieve the planned improvements if grant funding were to be available. Agreed that potential grant funding options would be explored.	
25-11/38	Clerk – hours worked Members agreed that the reported additional hours worked should be included in the November salary payment, to be presented to Council for approval in December.	
	Meeting closed: 10.12pm	Signed by Chair: