St Buryan and Lamorna Parish Council

Minutes – 21 September 2026

Minutes of the monthly meeting of St Buryan and Lamorna Parish Council held on **Monday 21 September 2026 at 7.30pm**, at the **St Buryan Village Hall**

Councillors present: Councillors: J Pascoe (Chair), S Gough (Vice-Chair)(until 7.41pm), D Groves, S Stevenson, P Thurstans, L Wilkin and B Wynter.

In attendance: 7 members of the public. Cornwall Councillor Thalia Marrington sent her apologies.

Officer support: Clerk/RFO

Ref:	AGENDA ITEMS
26-9/1	**To record Councillor absences and note apologies for absence** Councillors absent: Cllr Macis, Corley-King . Apologies received from: Cllr Macis, Corley-King, .
26-9/2	**Co-options to the Council.** No applications received.
26-9/3	**Declarations of Interest/Request for dispensations**. None.
26-9/4	**Public Participation.** Speaker 1, Volunteers for St Buryan in Bloom spoke to support an item later on the agenda, request for siting of a water butt next to the public toilets, for sustainability and to help volunteers carrying watering cans. Willing to provide, install and maintain a slimline water butt. Speaker 2 spoke in support of the proposed new housing development at Meadow Fields in view of housing need. Speaker 3 explained that they planned to re-start Feast and would like to apply for funding from the Parish Council. The Parish Council grants process was explained to them.
26-9/5	**St Buryan in Bloom, request for siting of a water butt in alcove of public toilet block.** Members considered the request and noted that building works are due to be carried out, and so the water butt is not to be installed until after the refurbishment works have been completed. **Resolved** to agree to permit St Buryan in Bloom to provide, install and maintain a slimline water butt in the alcove of the public toilet building, after the forthcoming refurbishment works are complete and for a trial period of 12 months.
26-9/6	**Cornwall Councillor –** apologies received.
	Cllr Gough left at 7.41pm
26-9/7	**Update on public meeting**, as discussed with Cornwall Councillor at the 17 August meeting of the Parish council. Councillor Pascoe gave an update on the focus group meeting held on 15 September. It was noted that the concerns raised regarding the first phase of building at Meadow Fields had been discussed and taken into account by Coastline Housing. There had been an emphasis on the need for good quality building work by the development company and its sub-contractors. It was reported that the date for works by South West Water to carry out improvements to the capacity and treatment at the sewage plant in St Buryan had been brought forward to December 2028, to be conditioned to be carried out before habitation of the proposed development.

	It was noted that there is a current licence for SWW to discharge sewage into the river through Trevedran to St Loy, and that this needs to be addressed. As the Parish Council's call for application PA25/04884 to be decided at committee had not been agreed, the parish council agreed to send 5 questions to the case officer: 1. **Waste water and deliverability** – to ask what existing treatment and network headroom have SWW confirmed; what precise works are required for 37 dwellings and cumulative committed growth; and what enforceable mechanism will prevent occupation until those works are complete and operational? 2. **Ecological baseline**. How has the pre-clearance habitat type and condition been reconstructed, given the evidence of extensive flailing or cutting in 2024, and has the Council's ecologist independently accepted that baseline as sufficiently reliable as the survey was conducted outside of the main growing and nesting season?" 3. **Biodiversity net gain**. Has the statutory metric been corrected and accepted, including the recorded trading-rule issues, the on-site habitat loss, the required off-site units, registration, legal security and at least 30 years of monitoring and management? Also, is this truly a net gain as the non-build area is already richly biodiverse? What measures are being taken to protect and preserve this area during the construction phase?" 4. **Landscape and settlement edge.** Has the officer assessed representative public views from the approach to St Buryan and from the public right of way, together with the cumulative change caused by Phase 1 and this proposal, rather than relying principally on layout and future plan. 5. **Access and green infrastructure.** Has the definitive right of way alignment and the quality, safety and rural experience of the route been verified and have the Phase 1 permission and obligations been checked for any open space, access, drainage or ecological relationship with this field? **Resolved** that these questions be submitted to Cornwall Council Planning, to be taken into account as additional comments from the Parish Council. It was stated that these questions need to be part of the planning process. Quality of build and impact on the rest of the community need to be considered. Also, a public meeting is planned, to meet with Cornwall Councillor and a representative of HomeChoice to get a better understanding of those who would be given priority for housing in the proposed new housing. The date of the meeting will be publicised when known.
26-9/8	**Update on planning application PA25/04884 -** Land South West Of Wilbur Way St Buryan. Residential development (37 affordable homes), access landscaping and associated work. [Cllr Pascoe] Covered in the item above.
26-9/9	**Reports from meetings of other organisations / outside bodies** a) Police Liaison meeting, 2 September 2026. Update report from Cllr Stevenson. Members noted a written report from Cllr Stevenson who gave further update: Also the police had reported a huge decline in vandalism on public toilets with CCTV. Wildfires: Cornwall Councillor Clemens had stated that it is parish responsibility to have evacuation points, but that this year it had been found that there had been issues with communication, including where to go, and notification of when people are able to return to their homes. This to be considered as part of the Community Emergency Plan.

26-9/10	**Minutes of the meeting held on 17 August 2026** **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.	
26-9/11	**Clerk's update report.** The report circulated prior to the meeting was **noted.** Lamorna Councillors were keen for the groundwork to be carried out at the Millenium Triangle, the Clerk had contacted the contractor with reminders about this work.	
26-9/12	**Planning Applications for consultation response to Cornwall Council.**	
	a)	PA26/05865 – Church View, Newlyn Road, St Buryan – Replacement of the porch windows and doors. **Resolved** – that the Parish Council supports the application.
	b)	PA26/05806 – Lower Springfield, Rectory Road, St Buryan – Construction of outbuildings for home office and craft room and store. Enlargement of an existing window opening, formation of a new door, installation of rooflights. **Resolved** – that the Parish Council supports the application.
	c)	PA26/06130 – The Barns, Kerris Vean, Paul, Penzance – Internal alterations to create holiday letting accommodation, installation of replacement uPVC doors, windows and associated works. **Resolved** – that the Parish Council has concerns that this application represents a change of use and would prefer a long-term rental opportunity rather than holiday use for this accommodation.
26-9/13	**5 day planning protocol – responses to 5 day planning protocol consultations sent to Cornwall Council in the last month - to note.** None.	
26-9/14	**Planning applications determined by Cornwall Council in past month, to note:** **August:** PA26/04148 – Rosewell, Trevorgans, St Buryan – Construction of single storey annexe to south west of Rosewll with variation of condition 2 of decision notice PA17/07113 dated 15.11.2017. **Cornwall Council decision: Approved with conditions.** PA26/00691 – Former St Buryan Garage, The Green, St Buryan – Construction of detached dwelling and garage. **Cornwall Council decision: Refused.**	
26-9/15	**Planning Appeals**. None.	
26-9/16	**Schedule of Payments.** **Resolved** to approve the payments to be made, as set out in the schedule.	

Payee	**Purpose**	**Amount (inc VAT)**
To be paid by online bank payments.		
Zurich Municipal	Insurance (annual)	£1,030.34
BDO LLP	External audit 2025/26.	£378.00
Crystal Clear	Cleaning – St Buryan public toilets (August)	£528.20
ICT Connect Ltd	Monthly website fee	£13.20
Scribe (Starboard Systems Ltd)	Scribe cemetery subscription	£24.00

	Source for Business	Water, public toilets, St Buryan.	£69.62
	Matthew Lowe Garden Services	LMP August 2026	£3,145.56
	St Buryan Village Hall Charity	Hall hire, August meeting.	£10.00
	Crystal Clear	Cleaning – St Buryan public toilets (Sept)	£528.20
	Staff costs, including salary, pension, NI, PAYE (August 26)		£1,848.03
	L Clifton	Clerk's expenses August 2026	£65.60
	Paid by Debit Card, regular payment		
	Scribe (Starboard Systems Ltd)	Scribe accounts subscription	£42.00
	Direct Debits		
	Octopus energy	St Buryan toilets, electricity (deposit returned)	£0.00
	Alchemy Systems (Western) Ltd.	Ongoing monthly contract, email and office 365 licences.	£98.59
	Lloyds	Bank charges, monthly	£4.25

26-9/17 **Grants. To decide on grant applications, whether to grant an award and, if so, how much.**

a) **West Penwith Darts Academy.** Application for a grant of £250 for tablets/devices to help Academy members to develop their game and enhance their maths.

Resolved – to award a grant of £250 for the purpose set out in the application.

b) **St Buryan Village Hall.** Purchase of emergency power equipment to enable the village hall to serve as a safe community hub for residents of all ages in the village and surrounding areas during a power outage or following a natural disaster.

Resolved – to award a grant of £2,000 for the purpose set out in the application.

26-9/18 **Playground**

Cllr Thurstans reported that the equipment was all in good order, the new sign is in place (Cllr Gough was thanked for this). Volunteer for October: Cllr Thurstans.

26-9/19 **St Buryan Cemetery**

a) It was reported that the shed roof is overgrown with brambles, encroaching into the neighbours garden. **Agreed** to ask St Buryan in Bloom to remove the brambles and overgrowth from the shed roof.

b) Progress on data input, cemetery software. Members **noted** the update report supplied and thanked the Clerk for the work carried out on this project to date. The grave plots had been mapped in the new cemetery software and approximately half of the available records had been pieced together from various sources and entered into the software. When complete, the digital cemetery records would be the most comprehensive and will help to ensure that the council meets its legal requirements as a burial authority, and provides a higher level of service to the local community.

Councillors Pascoe, Thurstans, Wynter and Gough had volunteered to help proof/check the records with their local knowledge.

Resolved to approve the payment to the Clerk (in October) of an additional 20 hours worked on this project.

26-9/20	**Public toilets, St Buryan** a) Update on arrangements for refurbishment works. Members were advised that the refurbishment works are due to start on 28 September / week after, pending delivery of the plumbing supplies. **Resolved** to delegate to Clerk in consultation with Chair and Vice-Chair, if contingency funding is needed for works such as hygienic wall cladding on walls / with outer wall. b) Proposed external CCTV for the public toilets outdoor area, and potential funding support. **Noted** that a proposal for funding was being worked on by the St Buryan WI.
26-9/21	**Public Rights of Way** **a) Enhanced LMP Scheme 2026/27. Deferred** to next meeting.
26-9/22	**Community engagement and consultation.** **a) Outreach.** To **discuss** outreach options for the council to consider taking and to **resolve** whether to take action on this. Members considered the settlements within the parish and the communications in those settlements. Knowing how communications happen within the settlements could help the Parish Council to tap in to communicating with them. To be discussed in more detail at the next meeting. **b) Website. Noted** that the website upgrade is a work in progress.
26-9/23	**Environment.** a) **Mounting block next to St Buryan Parish Church, repairs needed**. To receive an update and to agree a course of action if appropriate. **Deferred,** pending response from Cormac. b) **Buryan in Bloom, request for siting of water butt.** Discussed earlier in this meeting.
26-9/24	**Highways**. a) **VAS Signs** (Vehicle Activated Signs). Members considered comparative quotes for repair or replacement. **Resolved** to send the VAS for repair.
26-9/25	**Public Rights of Way** a) Letter from local resident – Track between Tregiffian Farm and coast path. **Noted**, it was also noted that Parish Councillors confirmed that the route had not been a right of way in recent times.
26-9/26	**Insurance policy renewal (Long Term Agreement).** **Resolved** to renew the Council's insurance for the coming year, as set out in the report.
26-9/27	**Finance reports and bank reconciliation** a) Notice of Conclusion of Audit 2025/26. **Noted.** b) Budget v Actual report; bank reconciliation; monthly receipts and payments report to 31 August 2026. **Noted.** c) Balances of Earmarked and General Reserves as at 31 August 2026 – **no report.**
26-9/28	**Annual Pay Award 2026-27. Noted** the annual pay award and approved it's implementation with immediate effect, backdated from 1 April 2026.
26-9/29	**Review of Banking Arrangements, Reserves and Earmarked Reserves.** To **resolve** any changes to the banking arrangements as appropriate. **Deferred** to October meeting.

26-9/30	**Councillor roles.** To approve guidance notes on role and remit of Portfolios and Working Groups. **Deferred** to next meeting to give Cllr Gough chance to present.
26-9/31	**Training. Noted** that there would be training from Cornwall Council on the new National Planning Policy Framework, online on 23 September.
26-9/32	**Community Emergency Planning. Agreed** that this is best dealt with at a community level rather than parish council level.
26-9/33	**Cornwall Council consultation on van-dwellers.** Agreed, no parish council response, not an issue of concern in this parish.
26-9/34	**Correspondence.** a) A request had been made for the Christmas trees to be delivered earlier this year. There was discussion about the choosing and supply of the two trees. Councillor Wilkin volunteerd to seek costs for trees from a local supplier.
26-9/35	**Agenda items for a future meeting** **Resolved** – to trial a 7.15pm start time for Parish Council meetings, for a 2 month trial from October 2026. a) Any items deferred from this meeting b) October – Review of Standing Orders (including dispensations) and Financial Regulations c) October – Christmas trees order d) October – Bowel Cancer early diagnosis awareness raising – whether to host an event. PM. e) October – Can the parish council take on the Lamorna Village Hall defibrillator (eg to add to insurance). LW f) November – draft Budget. **Date of next meeting:** 19 October 2026, Lamorna Village Hall
26-9/36	**Exclusion of the press and public** **Resolve:** 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.
26-9/37	**Cemetery Water Supply**. **Resolved** – to write to boxing club to seek to resolve the anomaly with the water supply billing by asking if the boxing club would be willing to take on responsibility for the joint water supply.
26-9/38	**Clerk's annual appraisal.** Cllr Pascoe reported that the annual appraisal has been carried out, noted. Members thanked the Clerk for her work.

	Meeting closed: 9.16pm	Signed by Chair ……