St Buryan, Lamorna and Paul Parish Council

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Minute ref	MINUTES OF THE ANNUAL COUNCIL MEETING OF ST BURYAN, LAMORNA AND PAUL PARISH COUNCIL HELD ON 22nd May 2023 AT ST BURYAN VILLAGE HALL	Action
23-05/1	**COUNCILLORS PRESENT** Cllrs: Barton (MB), Bolitho (WB), Care (RC); Kitchen (SJK), McWilliam (NM), Pascoe (JP); Prowse (AP), Thurstans (PT), Wynter (BW), and Yeates (PY) **Clerk:** Kate Picknett **Members of public present:** eight attended **Apologies** Cornwall Councillor Thalia Marrington (TM), Cllr Groves (DG)	
23-05/2	**Election of Chair** MB proposed JP as Chair, seconded by RC, **all in favour.** JP took over as Chair of the meeting.	
23-05/3	**To receive the Chair's Acceptance of Office** JP accepted the office of Chair and thanked WB for all his hard work over the last year.	
23-05/4	**Election of Vice Chair** AP proposed MB, NM seconded, **all in favour.**	
23-05/5	**Aspirations for 2023/24** - Key priority to work on highways and reducing the speed in St Buryan but also developing the village centre to be a more attractive place. NM proposed, PY seconded. - AP noted that Village in Bloom needs support of parish council and suggested some councillors need to be on a steering group. Many areas need some attention, grass cutting and weeding. AP, WB volunteered to liaise with group. - Must not forget outlying areas of the parish, ie. Lamorna, previous Paul parish. Need to engage with these residents. Continue with every third meeting to be held at Lamorna Village Hall. It would be interesting to see where members of the public attend from. JP suggested a signing in book for members of the public. All in favour.	
23-05/6	**Election of Officers** I. Internal (current) I. Finance Committee (e.g. reviewing Financial Regulations) Cllr Stephen Kitchen, Cllr Nicola McWilliam and Cllr Paul Yeates II. Personnel Committee (e.g. performance review of the Clerk) Cllr Matt Barton, Cllr William Bolitho and Cllr Janet Pascoe III. Policy Committee (e.g. reviewing Standing Orders and diversity policies) Cllr Diane Groves, Cllr Barrie Wynter, IV. Communications Committee (e.g. external engagement, website, social media) Cllr Nicola McWilliam, and Cllr Andrew Prowse V. Burial Committee (e.g. allocating burial plots) Cllr Richard Care, and Cllr William Bolitho, Cllr Pam Thurstans VI. Footpath and Transport Committee Cllr Barrie Wynter, Cllr Stephen Kitchen, Cllr Janet Pascoe, Cllr Andrew Pascoe, Cllr Richard Care, Cllr Pam Thurstans All councillors agreed to remain on the committees as detailed above. External I. Community Area Partnership. Possibly 2 people to attend to share meeting commitments. JP will attend the first meeting on 28th June, RC will support	All JP/RC

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23-05/7	**Public Speaking** To receive information and comments from the public. Margaret Hosken expressed her concerns about accessing the bus shelter and would like a handle to be installed. She also noted that many interesting records are held in County Hall Records Office about the parish council and village history. Co-option for councillor vacancy deferred until June's meeting. MB proposed, SJK seconded, all in favour. As before the vacancy will be advertised and interested parties will present at the June meeting. Mark Corley-King noted that his meeting with the judge from Village in Bloom gave some clear guidelines as to what is needed including looking at all areas of the village. He suggested starting with village green due to lack of resources and volunteers and is keen to work with the parish council. TM joined the meeting at 7.50 pm and reported back on the LiveWest meeting. Several issues highlighted including flooding which are now being addressed by Highways. Still looking at parking issues at Parc an Cady. Live West will maintain some of the green areas. TM suggested that Live West and Sanctuary visit on site on a regular basis. TM noted a motion on behalf of the farmers' community which she will be supporting. TM will send a link to interested parties.	**TM**
23-05/8	**Minutes of previous meeting** The Meeting **RESOLVED** that the minutes of the Parish Council meeting held on 17th April 2023 be considered and approved. Proposed MB Seconded BW **All in favour:** YES	
23-05/9	**To consider any matters and actions arising from the minutes and Action Tracker** Members considered actions from the year and discussed priorities for 2023/24.	
23-05/10	**Reports from Parish Council committees** Finance - none Policy - none Communications – need to meet to discuss revamping website, MB agreed to join committee. We may need to go out to tender for website designer. The committee will meet before the June meeting. Burial - none	**Comms**

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23-05/11 **Finances**

Presentation of 2022/23 accounts and Internal Auditor report.
Proposed MB. Seconded BW
all in favour
Agreement to AGAR submission. Agreed to submit. **CLERK**
S137 Grant application Buryan in Bloom (BIB).
Works to a wall: safety requirements and costs were discussed. KP to check insurance.
StBLP PC **RESOLVED** to give £1000 **CLERK**
Proposed PY Seconded BW
AIF: YES **AP/WB**
WB/AP to work closely with VIB committee

Supplier	Amount	Chq. No.	Service
South West Play SI-6378	£ 1,731.50	000197	play equipment repairs
Source for Business	£ 20.84	000198	Water for toilets March 23
Kate Picknett	£ 143.88	000199	Zoom subscription
Kate Picknett	£ 59.99	000199	Microsoft 365 subscription
Source for Business	£ 35.07	000200	Water for PFA
St Buryan Village hall	£ 17.50	000201	Hall hire 16/1, 20/3
Barbara Goraus	£ 100.00	000202	Internal audit 2022/23
Source for Business	£ 52.42	000203	Water for toilets April 23
Derek Hughes	£ 257.00	000204	Repairs to bench at Crows-an-Wra
Kate Picknett	£ 748.80	000205	Wages for Apr 23
Kate Picknett	£ 579.72	000205	Wages for May 23

23-05/12 **Planning**

Planning Applications - To consider a response to consultation by the Planning Authority on the following planning applications ***and any received after publication of this agenda***

PA23/01379 (30/5/23)
Demolition of existing agricultural buildings and conversion of redundant barn to form 3 dwellings.
Barns at Bosanketh Farm, St Buryan.
Mr Clive Olds

The parish council agrees providing a condition is agreed that the footpath is diverted and PPO in place before the conversion takes place.

Planning Decisions and Appeals – as circulated by email. **CLERK**

23-05/13 **Parish Council Facilities**

Update on **Children's Playground area**

South West Play (SWP) will start to install the Monkey Bars, A Frame, Parallel Rope Walk and Balance Slalom on Tuesday 30th May so Ryan needs to cut the grass on Friday 26th May. The Tommy Tractor is still on track to be installed week commencing 19th June. When the Tommy Tractor is installed SWP will place ground protection mats around the perimeter of the existing wetpour safety surface (vacated by the SeeSaw) at a Net cost of £350. JP

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	This then leaves £4,650 (£5,000 - £350) in the CIL fund for landscaping and planting. PY visited the playground with the Landscaper last week and agreed the brief for him to cost, namely: • A new family seating area with planting around it. • A bench made by fixing a wooden seat to two of the existing granite boulders. • A shelter with a polycarbonate roof that will keep a few people dry should it rain whilst they are in the playground. • Two raised planters. The cost for the above is: Net Cost £5,960.09 VAT £1,192.02 Total £7,152.11 PY to check public liability insurance for landscapers. MB sent quote for signage £180, **all in favour**. MB will place order.	**PY** **MB**
23-05/14	**Footpaths and Highways** Highways meeting with design team held in May. PY outlined that the proposed improvements will cost more than the £60k available money so we will need to prioritise requests. Possibly some sheltered parking near the entrance to the village hall without encroaching on pavement. 20mph restrictions are at beginning and end of village (where VAS units are), PY has concerns this might not work as it is a long stretch of road. JP suggested that we wait for detailed plan from Highways. Footpath tender need to be reviewed by hourly rate so we will ask the current contractor to quote on a meterage basis. Footpath committee to review schedule of plans and LMP payment. KP to send details to footpath committee.	**CLERK**
23-05/15	**Neighbourhood Development Plan** No further update	
23-05/16	**Reports from External Meetings and Correspondence** Personnel committee have reviewed clerk vacancy and hours but have had no applications. KP to leave on 24th May so temporary arrangements need to be made. Maybe advertise position for 30-45 hours (negotiable) to make it more attractive and as soon as possible. Teams meeting with Coastline invitation sent out to all councillors. DG reported sewage smell on the footpath near Meadow Rise which is concerning to residents. Problems with tanks being emptied and if more housing even more pressure on sewage works.	
23-05/17	**Items for next month's agenda** Feedback from Coastline meeting.	**CLERK**
23-05/18	**Date of next meeting** The date of the next meeting will be **19th June 2023 at 7.30pm at Lamorna Village Hall**	
23-05/19	**Meeting Closed@21:35**	

Signed Chair of Meeting J Rowe **26/06/2023**