JP

St Buryan, Lamorna & Paul Parish Council

MINUTES FULL COUNCIL MEETING - APPROVED
AT ST BURYAN VILLAGE HALL
ON MONDAY 21ST August 2023 AT 7.30 PM

Contact the Clerk regarding any item on these Minutes:
stblppc@gmail.com
07990 286689

Press & Public were invited to attend the above meeting.		
WELCOME:	The Chair welcomed Councillors and public attendees. The Meeting opened @19:	**ACTION**
AGENDA REF.	**DESCRIPTION**	
23-08/1	**PERSONS PRESENT/APOLOGIES** **PRESENT:** Cllr J Pascoe (Chair), Cllrs M Barton (Vice Chair) W Bolitho, S Kitchen, A Prowse, P Yeates, D Groves, P Thurstans, and V Edwards **CLERK:** Helen Wilson-Prowse **ALSO PRESENT:** Cornwall Cllr Thalia Marrington (20.20-21.29hrs) **APOLOGIES:** Cllrs Wynter, Care & McWilliam **PUBLIC ATTENDEES:** Eight members of the public were present	
23-08/2	**MEMBERS DECLARATIONS** Cllr Prowse declared an interest in an item to be discussed during the Confidential Session. Cllr Barton declared an interest in planning applications PA23/03254 & PA23/03253.	
23-08/3	**PUBLIC FORUM** A representative from Lawrence Associates spoke in support of planning applications PA23/03254 & PA23/03253 as did the owners of the property. A member of the public spoke in support of item 23-08/15c – addition of footpath at Choone Farm.	
23-08/4	**EXCLUSION OF THE PRESS AND PUBLIC** In respect of agenda items 23-08/23 a,b & c it was **RESOLVED** that members of the press and public be excluded from that section of the meeting. **Proposed:** Cllr Kitchen **Seconded:** Cllr Bolitho **AIF:** YES	
23-08/5	**APPROVAL OF MINUTES** St Buryan, Lamorna & Paul Parish Council (StBLPPC) **RESOLVED** that the Minutes of the Full Council Meeting (FCM) of StBLPPC held on 17 July 2023 having been previously circulated be taken as read, **APPROVED**, and signed **Proposed:** Cllr Prowse **Seconded:** Cllr Bolitho **Abstained:** Cllr Barton **AIF:** YES	**CLERK**
23-08/6	**MATTERS ARISING FROM PREVIOUS MEETING** Council **NOTED** the following matters arising from the previous meeting: a) Finger posts – it was noted work was scheduled to start on 21 August 2023. b) Register of Interstest forms – it was noted 4 Councillors still have to return their register of interest forms.	**CLERK** **CLERK**

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23-08/7	**CORNWALL COUNCILLORS REPORT** Council **NOTED** the verbal update from Cllr Thalia Marrington, not covered elsewhere on the agenda, as follows: The coast path work at Lamorna will be completed but a follow up will be done to establish dates. Council could consider a visit from the Housing Team to talk through housing needs, options & related wider community infrastructure issues. Cllr Marrington is keen to understand if issues relating to Penzance, such as parking charges, have an impact on the Parish.	
23-08/8	**2023/2024 BUDGET** Council **NOTED** the draft budget as presented by the Clerk and Responsible Finance Officer and **RESOLVED** the following: i. To reduce the budget for website development and grants ii. To postpone the Clock project iii. To instruct the contractor to cut the Millenium Triangle in Lamorna **Proposed:** Cllr Yeates **Seconded:** Cllr Barton **AIF:** YES Council also **RESOLVED** to: iv. Develop a Reserves Policy v. Aim for a General Reserve level of 1.5 x Precept vi. Establish Earmarked Reserves for future planned expenditure **Proposed:** Cllr Barton **Seconded:** Cllr Groves **AIF:** YES	**CLERK** **CLERK**
23-08/9	**NEW PLANNING APPLICATIONS** and **PRE-APPLICATIONS**	
	None Received prior to agenda setting	
23-08/10	**PLANNING DECISIONS** The Meeting **NOTED** Planning Decisions received **a) PA23/02517** – Proposed Dog Walking field, St Buryan, TR19 6EL – **APPROVED** b) **PA23/06294** – Street Record, St Buryan, BT Installation of fixed line broadband – **CLOSED, ADVICE GIVEN** c) **PA23/03553** – Land west of 4 Parc and Peath, St Buryan – Change of use of agricultural land to domestic garden, continued use of stable as annexe and retention of associated works – **REFUSED** d) **PA23/04189** – Change of use and conversion to barn to form holiday accommodation with removal of condition 4 of decision W1/08-0099 dated 15.08.2008, Lamorna View Higher Kemyell – **APPROVED WITH CONDITIONS**	

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23-08/11 a)	**OTHER PLANNING MATTERS** **LATE APPLICATIONS AND DECISIONS** **PA23/03254** Proposal Listed Building Consent for alterations to dwelling, conversion of derelict barn to living accommodation, construction of artists studio and garden studio; and associated works. Location Gwarackewenbyghan Boskenal St Buryan TR19 6DF Grid Ref 141252 / 2499 St Buryan, Lamorna & Paul Parish Council **RESOLVED** to **APPROVE** the application with a condition attached that the property should not be used as a holiday let or second home. **Proposed:** Cllr Groves **Seconded:** Cllr Edwards **AIF: YES** **PA23/03253** Proposal Alterations to dwelling, conversion of derelict barn to living accommodation, construction of artists studio and garden studio; and associated works. Location Gwarackewenbyghan Boskenal St Buryan TR19 6DF Grid Ref 141252 / 2499 St Buryan, Lamorna & Paul Parish Council **RESOLVED** to **APPROVE** the application with a condition attached that the property should not be used as a holiday let or second home. **Proposed:** Cllr Kitchen **Seconded:** Cllr Groves **AIF: YES** **PA23/05463** Proposal Construction of Three Dwellings Location Land South East Of Parc An Peath Parc An Peath St Buryan Cornwall Grid Ref 140777 / 2553 St Buryan, Lamorna & Paul Parish Council **RESOLVED** to **OBJECT** to the application on the basis it mirrors an application previously objected to by the Parish Council, Cornwall Council and the Inspector on Appeal and none of the previous issues resulting in such objections have been addressed. **Proposed:** Cllr Groves **Seconded:** Cllr Edwards **AIF: NO** **PA23/06542** Agricultural Workshop/Storage Building Grampus Gwell, Quarry Lane, Sheffield, Paul St Buryan, Lamorna & Paul Parish Council **RESOLVED** to request further information on the application to consider it fully. **Proposed:** Cllr Kitchen **Seconded:** Cllr Groves **AIF: YES**	**CLERK** **CLERK** **CLERK** **CLERK**

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b)	**HOUSING NEEDS SURVEY** Council **NOTED** the content of the report presented by the Clerk and **RESOLVED** to agree to commission the Housing Needs Survey at a cost of £750. **Proposed:** Cllr Barton **Seconded:** Cllr Bolitho **AIF: YES**	**CLERK**
23-08/12	**AMENITIES** a) Children's Playground Area Council **NOTED** the final CiL payment had been made by Cornwall Council and the large sign would be erected shortly. Cllr Yeates advised remedial works were required to fully secure the area as well as install a structure behind the planter to aim to discourage users from jumping over the fence. Council also NOTED a vote of thanks to Cllr Yeates for managing the project which has been positively received by members of the community. It was also suggested a formal opening ceremony be organised. Council **RESOLVED** to APPROVE the additional expenditure of £1,494.95 inclusive of VAT for the above works. **Proposed:** Cllr Yeates **Seconded:** Cllr Prowse **AIF: YES**	**CLERK** **CLERK/PY**
23-08/13	**BURIALS** No information received.	
23-08/14	**COMMUNICATIONS & COMMUNITY ENGAGEMENT** a) NDP Update Council **NOTED** a formal update from members of the Neighbourhood Development Plan had not been received. Council also NOTED recent information detailing new funding opportunities to support the development of NDPs. b) Farmer's Market Rota Council **NOTED** the Cllr Barton would attend in August, Cllr Pascoe in September and Cllr Marrington in October.	**CLERK** **CLERK**

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23-08/15	**HIGHWAYS & PRoW** a) Traffic Calming Measures Update Council **NOTED** no further update had been received from Highways and that Cllr Marrington would follow up with the department.	**TM**
	b) Footpaths Council **NOTED** the report circulated by the Clerk and **RESOLVED** to agree to establish a Footpaths Working Group made up of Cllr Prowse, Cllr Thurstans, Cllr Kitchen, Cllr Pascoe & Edwards to review the cutting plan for 2024 for a tender to be issued, with consideration of priority and circular routes **Proposed:** Cllr Kitchen **Seconded:** Cllr Prowse **AIF: YES**	**JP**
	c) Addition of Footpath at Choone Farm Council **NOTED** the correspondence received from Cornwall Council detailing the addition of a length of footpath commencing at classified road C0157, approximately 175 metres west of Choone Farm and **RESOLVED** to send a letter of support in respect of this modification order. **Proposed:** Cllr Groves **Seconded:** Cllr Kitchen **AIF: NO**	**CLERK**
	d) Countywide 20mph Speed Limits – Phase 2 West Penwith Council **NOTED** the proposals for the implementation of 20mph limits within the Parish and **RESOLVED** to support the proposals. Cllr Marrington agreed to relay feedback of some Councillors about the proposals. **Proposed:** Cllr Groves **Seconded:** Cllr Edwards **Abstentions:** Cllr Yeates & Bolitho **AIF: NO**	**CLERK**
	e) Galligan Lane Council **NOTED** the Clerk was waiting for feedback from Cormac regarding Galligan Lane.	**CLERK**
23-08/16	**FINANCE** a) Bank reconciliations as at 31st July 2023 Council **RESOLVED** to approve the bank reconciliations as at 31st July 2023 **Proposed:** Cllr Prowse **Seconded:** Cllr Yeates **AIF: YES**	**CLERK**
	b) Payment schedule since last approved schedule Council **RESOLVED** to approve the payment schedule as presented as well as one additional payment for Clerk's expenses received after the publication of the agenda. **Proposed:** Cllr Barton **Seconded:** Cllr Groves **AIF: YES**	**CLERK**
	c) Revised Annual Accounting Statement & AGAR	

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	Council **RESOLVED** to approve the revised Annual Accounting Statement & AGAR and that both be duly signed by the Chair and Clerk/RFO and re-submitted to the external auditor. **Proposed:** Cllr Barton **Seconded:** Cllr Bolitho **AIF: YES**	**CLERK**
	d) Asset Register Council **NOTED** the Asset Register as circulated and **RESOLVED** to agree to the removal of the mower which had been disposed of. **Proposed:** Cllr Yeates **Seconded:** Cllr Prowse **AIF: YES**	**CLERK**
	e) Insurance Council **NOTED** the insurance policy is due for renewal 1st October and **RESOLVED** the cover should include provision for replacement/reinstatement value of £50,000 the playpark. **Proposed:** Cllr Barton **Seconded:** Cllr Bolitho **AIF: YES**	**CLERK**
	f) Governance Structure Council **RESOLVED** to **AGREE** the revised Governance Structure as circulated. **Proposed:** Cllr Bolitho **Seconded:** Cllr Barton **AIF: YES**	**CLERK**
	g) Banking Arrangements Council **NOTED** an update from the Clerk relating to historical bank accounts.	**CLERK**
23-08/17	**CLERK'S REPORT** AND **CORRESPONDENCE** a) Clerk's Report Council **NOTED** the report from the Clerk. b) Correspondence Received None Received	
23-08/18	**POLICY REVIEWS** Council **REVIEWED** and **RESOLVED** to adopt the following policies as previously circulated: a) Financial Regulations b) Standing Orders c) Communications Protocol d) Complaints Policy e) Personnel Committee Terms of Reference **Proposed:** Cllr Bolitho **Seconded:** Cllr Prowse **AIF: YES**	**CLERK**

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23-08/18	**TRAINING** AND **MEETINGS ATTENDED** a) Code of Conduct Training Council **NOTED** the Code of Conduct training delivered by Sarah Mason from CALC has been arranged for 2nd October at the Community House, St Buryan starting at 6.30pm. It was agreed a reminder be sent by the CLERK and that alternative dates be provided for those unable to attend. Council also NOTED it is a requirement this training is renewed every two years and the session may be attended by Members from other Parishes.	**CLERK/All**
23-08/20	**ITEMS FOR NEXT AGENDA** • Road to Lefra Orchard • 80th Anniversary of D-Day	**CLERK**
23-08/21	**DIARY DATES:** a) Next FCM, 18th September, 7.30pm, St Buryan Village Hall b) Homechoice Register Review Meeting – Council **NOTED** update provided by Cllr Pascoe c) Local Area Energy Plan Meeting Invite, 20/09/2023 d) CAP Police Liaison Meeting, 22/08/2023 e) New Rubbish, Recyling & Food Waste Collection Meeting, 30/08/2023	**CLERK**
23-08/22	**OPEN MEETING CLOSED@ 21.29**	
23-08/23	**CONFIDENTIAL MEETING ITEMS** **CLOSED MEETING STARTED @ 21.30** a) Personnel Matters Council **RESOLVED** to agree hours worked by the Clerk. **Proposed:** Cllr Bolitho **Seconded:** Cllr Barton **AIF: YES** b) Community Activities Council **NOTED** the update provided.	**CLERK/JP**
	CONFIDENTIAL MEETING CLOSED @ 21.45	

Signed: Chair of Meeting J Pascoe **18/09/2023**