

St Buryan, Lamorna & Paul Parish Council

MINUTES FULL COUNCIL MEETING

AT ST BURYAN VILLAGE HALL

ON MONDAY 15TH APRIL 2024 AT 7.30PM

Contact the Clerk regarding
any item in these Minutes:
clerk@stbryanlamornapaul-pc.gov.uk
Locum Clerk
Victoria Burton-Davey

Press & Public were invited to attend the above meeting.

WELCOME: The Chair welcomed Councillors and public Meeting commenced @19:30

REF.	DESCRIPTON	ACTION
24-04/1	PERSONS PRESENT/APOLOGIES PRESENT: Chair: Cllr Pascoe; Cllrs Corley-King, Gough, Groves, Kitchen, McWilliam. Passmore, Thurstans, and Wynter LOCUM CLERK: Victoria Burton-Davey ALSO PRESENT: Cornwall Cllr Thalia Marrington arrived @19:43 APOLOGIES: Cllrs Barton & Edwards had other commitments NOT PRESENT: Cllr Care PUBLIC ATTENDEES: 3	
24-04/2	MEMBERS DECLARATIONS Cllr McWilliams Declared a Pecuniary Interest in Agenda item 24-04/17 e) ii.	
24-04/3	PUBLIC FORUM Nobody wished to speak	
24-04/4	APPROVAL OF MINUTES The Meeting RESOLVE that the Minutes of the Full Council Meeting (FCM) of St Buryan, Lamorna & Paul Parish Council (StBLP) held on 18 March 2024 having been previously circulated be taken as read, be APPROVED , and signed. Proposed: Cllr Corley-King Seconded: Cllr McWilliams Abstained: Cllrs Groves and Kitchen had not been present All Rest In Favour (AIF): YES	CLERK/JP
24-04/5	MATTERS ARISING FROM PREVIOUS MEETINGS All matters arising included in the Agenda below.	
24-04/6 Heard after arrival of TM@19:43	CORNWALL COUNCILLOR'S REPORT Cornwall Councillor's Report from Cllr Thalia Marrington: Issues with a local care home entrance were being investigated. There had been concerns about lack of Planning permission and increased traffic onto a well-used Bridleway. There were also environmental issues related to the same property. Cllr Marrington let the Meeting know she was accepting questions/concerns about solar farms (and density of same) in the area, as she would sit on a panel discussing this issue shortly. There had been issues caused by new traffic calming measures in the Parish which had been taken to Cornwall Council (CC) Highways. The lack of dental provision in the County was discussed: Cllr Marrington was to be part of a discussion to see what CC could do, in partnership with the Integrated Care Boards) to address the issue. Several Members expressed their frustration and worry about the long term lack of provision which had become desperate. Dangers were highlighted linked to the serious side effects of poor dental care. Cllr Marrington to report back at the Annual Council Meeting (ACM) in May.	
24-04/7	NEIGHBOURHOOD DEVELOPMENT PLAN A public information website was now live. The Clerk asked about the StBLP website pages and the NDP evidence base: she agreed to update the pages with the NDP Steering Group input.	CLERK/SG

St Buryan, Lamorna & Paul Parish Council

MINUTES FULL COUNCIL MEETING

AT ST BURYAN VILLAGE HALL

ON MONDAY 15TH APRIL 2024 AT 7.30PM

Contact the Clerk regarding any item in these Minutes:
clerk@stburyanlamornapaul-pc.gov.uk
 Locum Clerk
 Victoria Burton-Davey

	The NDP budget & finance report for 2023/24 was in progress. A new funding bid was also in process. Cllr Kitchen suggested a progress 'roadmap' for the NDP would be a useful addition.	
24-04/8	NEW PLANNING APPLICATIONS and PRE-APPLICATIONS None at time of published Agenda. The Clerk received information to share about a pre-application at Kew-Pendra.	CLERK
24-04/9	PLANNING DECISIONS were NOTED	
	PA24/00767 Location: The Swallows Tresvennack Drift Penzance Cornwall TR19 6AL Proposal: Conversion of Garage to additional bedroom, construction of Single Storey Extension & Associated Works DECISION: WITHDRAWN 22/03/2024	
	PA24/01150 Location: Barn NW Of Tregiffian Cottages Tregiffian St Buryan Penzance TR19 6BG Proposal: Prior notification for change of use from agricultural building to C1 use (guest house) CLOSED: Given advice 09/04/2024	
24-04/10	OTHER PLANNING MATTERS & LATE APPLICATIONS	
a)	PA24/00003/NDP Proposal: Penzance Neighbourhood Development Plan Location: Penzance Cornwall The Council AGREED not to comment on this PA. It was NOTED that Penzance Town Council had done a good job of their NDP.	CLERK
b)	Cornwall Council Call for sites: No new sites identified	
c)	Galligan Lane Shed update – the matter was now with CC officers.	
d)	Appeal Consultee Notice PA23/09302 Proposal: Construction of three dwellings Location: Land South East of Parc-an-Peath St Buryan TR19 6EW The Council AGREED that nothing had changed since their first comment was submitted.	
24-04/11	AMENITIES a) Public toilets refurbishment: much had been completed and the first toilet would be open for use as soon a cleaner had been found. Some work had been delayed by the poor weather. b) The cleaning contract had been shared on the website and social media, sent out to local cleaning firms, and advertised in the Cornishman. The deadline for tenders/applications was Friday 17th May 2024 and would be reviewed and decided at the Annual Council Meeting	CLERK

St Buryan, Lamorna & Paul Parish Council

MINUTES FULL COUNCIL MEETING

AT ST BURYAN VILLAGE HALL

ON MONDAY 15TH APRIL 2024 AT 7.30PM

Contact the Clerk regarding
any item in these Minutes:
clerk@stbryanlamornapaul-pc.gov.uk
Locum Clerk
Victoria Burton-Davey

	<p>c) Children's playground minor remedial actions were to be followed up by the Clerk.</p> <p>d) Cllr Corley-King would undertake the May playground inspection. Clerk to check inspection list.</p>	<p>CLERK</p> <p>MCK CLERK</p>
24-04/12	<p>BURIALS</p> <p>The Clerk reported one interment since the last Meeting</p> <p>The new Burial Policies had been updated with Clerk details, and uploaded to a new St Buryan Cemetery page built for the website</p>	
24-04/13	<p>COMMUNICATIONS & COMMUNITY ENGAGEMENT – no updates</p>	
24-04/14	<p>HIGHWAYS</p> <p>a) Traffic Calming Measures issues had been reported to CC and StBLP were waiting to hear back from the design team.</p> <p>b) VAS data collection was a problem without a suitable device to connect to the VAS with.</p> <p>StBLP RESOLVED to purchase a phone up to the cost of £200.00</p> <p>Proposed: Cllr Corley-King Seconded: Cllr McWilliams AIF: YES</p> <p>c) Sanctuary & South West Water road/defects at the new development reported and were due to be addressed by them. Cllr Pascoe to monitor.</p> <p>The Clerk reported that an email about overgrowth onto the highway was received from CC had been directed to the body responsible for cutting it back.</p>	<p>CLERK</p> <p>JP</p>
24-04/15	<p>Public Rights of Way (PRoW)</p> <p>a) OS mapping function was reported not be functioning properly by Cllr Gough. Their instructions were not working when applied.</p> <p>b) The flooding issues created by a housing development at Path 121/95 had been added to the CC list of works after a visit by the Countryside Officer. The budget was already allocated for the 2024/25 period, so it would likely take some time to resolve the issue.</p> <p>c) The Lamorna Boardwalk was not actioned yet – update to follow.</p>	<p>SG</p>
24-04/16	<p>Communications & Outreach</p> <p>a) An StBLP Clerk Facebook profile set up and linked as admin for the Parish Council FB page</p> <p>b) D-Day event planning was coming along well: entertainments were booked. Children's involvement was discussed.</p> <p>c) St Buryan Market 27th April was to be attended by Cllrs Corley-King and Pascoe</p>	<p>MCK/JP</p>

St Buryan, Lamorna & Paul Parish Council

MINUTES FULL COUNCIL MEETING

AT ST BURYAN VILLAGE HALL

ON MONDAY 15TH APRIL 2024 AT 7.30PM

Contact the Clerk regarding
any item in these Minutes:
clerk@stbryanlamornapaul-pc.gov.uk
Locum Clerk
Victoria Burton-Davey

24-04/17	<p>FINANCE & GOVERNANCE</p> <p>a) The Meeting RECEIVED and NOTED the bank reconciliations as at the 31st March 2024</p> <p>b) The Meeting RECEIVED and RESOLVED to APPROVE the April 2024 payment schedule</p> <p>Proposed: Cllr Corley-King Seconded: Cllr Kitchen AIF: YES</p> <p>c) The Clerk Appointment was discussed, and deferred whilst the Locum Clerk worked through the Audit for 2023/24</p> <p>d) RFO report</p> <p>I. The Internal Audit was underway with several documents uploaded to the website and supplied. The auditor was due to visit the StBLP council office on 19th April to collect documents.</p> <p>II. The draft AGAR had been prepared. The letter of 'No Conflicts of Interest' with the External Auditor was NOTED and signed.</p> <p>III. Banking – the RFO had heard nothing from Barclays regarding final closure. The new Lloyds mandate was NOTED and signed.</p> <p>IV. End of Year Accounts 2023/24 were up to date and reconciled, NOTED, and signed</p> <p>V. The Meeting RECEIVED a Budget update form the Clerk and RESOLVED to APPROVE the updated Budget 2024/25</p> <p>Proposed: Cllr Wynter Seconded: Cllr Groves AIF: YES</p> <p>VI. Refund VAT Form 126 was NOTED as completed and sent: £443.13</p> <p>VII. The RFO requested Scribe Accounting be set up for the Council est. £450/year</p> <p>StBLP PC RESOLVED that the setup be delegated to the Clerk with the approval of by Chair/Vice Chair</p> <p>Proposed: Cllr McWilliams Seconded: Cllr Kitchen AIF: YES</p> <p>VIII. The Pixie Payroll disengagement letter was NOTED and signed</p> <p>IX. The CIL report for 2023/24 submission was NOTED as sent.</p> <p>X. Remittance advice from CC for first Precept payment of £22,500 was NOTED</p> <p>Total Receipts March 2024 £1,330.00 Total Expenditure March 2024 £7,732.53</p> <p>StBLP AGREED to set up linked savings account for Reserves, so they accrue interest</p>	<p>CLERK JP</p> <p>CLERK</p> <p>CLERK/JP/MB</p>
----------	--	--

St Buryan, Lamorna & Paul Parish Council

MINUTES FULL COUNCIL MEETING

AT ST BURYAN VILLAGE HALL

ON MONDAY 15TH APRIL 2024 AT 7.30PM

Contact the Clerk regarding
any item in these Minutes:
clerk@stburylanlamornapaul-pc.gov.uk
Locum Clerk
Victoria Burton-Davey

<p>NM stepped out @21:01</p> <p>NM re-joined @21:09</p>	<p>e) Grants/Funding</p> <p>I. Friends of St Buryan Academy</p> <p>Asked requested a grant to provide a 'play house' on site: this was discussed and it was NOTED that other children from the Parish would have access to the 'play house'.</p> <p>StBLP PC RESOLVED to award £620.00 grant monies to Friends of St Buryan Academy</p> <p>Proposed: Cllr Corley-King Seconded: Cllr Thurstans AIF: YES</p> <p>II. Keep St Buryan Feast Alive! had requested £150.00 towards a concert and children's day event.</p> <p>StBLP PC RESOLVED to award £150.00 grant monies to St Buryan Feast</p> <p>Proposed: Cllr Corley-King Seconded: Cllr Gough AIF: YES</p> <p>The Clerk had sent a Grant Agreement letter to Jubilee Pool and requested bank details in order to pay grant awarded in a previous Meeting</p>	<p>CLERK/JP</p> <p>CLERK/JP</p> <p>CLERK</p>
<p>24-04/18</p>	<p>CLERK'S REPORT AND CORRESPONDENCE</p> <p>The Clerk's Report was RECEIVED, and correspondence NOTED</p> <p>a) Clerk Report:</p> <p>Most time had been spent on Audit and Budget work ICO information and payment information updated Viking Office Supplies account set up She had asked for several Councillors to update their ROIs as a matter of urgency Missing Declarations of Acceptance were NOTED and signed. Outstanding ones to come to ACM</p> <p>b) Correspondence All correspondence dealt with during Agenda</p>	<p>CLERK</p> <p>CLERK</p>
<p>24-04/19</p>	<p>POLICY REVIEWS</p> <p>Code of Conduct 2024</p> <p>StBLP PC RESOLVED to adopt the above policy</p> <p>Proposed: Cllr Kitchen Seconded: Cllr Corley-King AIF: YES</p>	<p>CLERK</p>
<p>24-04/20</p>	<p>TRAINING AND MEETINGS ATTENDED</p> <p>a) Police Liaison 20th March 2024 - Cllr Pascoe had attended: a new Chair was appointed; local issued were discussed; 'County Lines' reports were increasing.</p>	

St Buryan, Lamorna & Paul Parish Council

MINUTES FULL COUNCIL MEETING

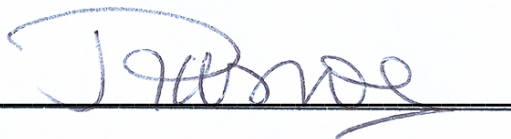
AT ST BURYAN VILLAGE HALL

ON MONDAY 15TH APRIL 2024 AT 7.30PM

Contact the Clerk regarding
any item in these Minutes:
clerk@stbryanlamornapaul-pc.gov.uk
Locum Clerk
Victoria Burton-Davey

24-04/21	DIARY DATES CONFIRMED: a) Annual Parish Meeting 20th May 2024 St Buryan Village Hall 7 pm b) Annual Council Meeting 20th May 2024 St Buryan Village Hall 7.30 pm c) Penwith CAP 17 April 2024 d) Cormac Spring Workshop 26 th April 2024 e) St Buryan Market 27th April 2024	
24-04/22	OPEN SESSION COSED@21:21	
24-04/23	EXCLUSION OF THE PRESS AND PUBLIC StBLP PC 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. Proposed: Cllr Gough Seconded: Cllr Corley-King AIF: YES	
24-04/24	Management Document Agreement The Clerk contacted CC regarding Management Document queries. StBLP-PC RESOLVED that the Locum Clerk and Chair should sign and return the management document to CC once Members' questions had been answered and the document had been updated if needed. Proposed: Cllr Groves Seconded: Cllr Corley-King AIF: YES	CLERK/JP
24-04/25	MEETING CLOSED@21:27	

Signed: Chair of Meeting



20/05/2024