

Luxulyan Parish Council's  
LUXULYAN PARISH COMMUNITY FUND Committee **DRAFT** Minutes  
WEDNESDAY 29 April 2026, 6.30 pm, at Luxulyan Memorial Institute

**PRESENT:**

Bridget Hall (Chair), Dave Bunt, Jim Cleare, Nicola Oke, Nicki Pearson, Cllr Keith Westmacott.

**ALSO PRESENT:**

Clerk to the Parish, Mrs Christine Wilson, and four Members of the Public.

**ABSENT:**

Sophia Barnett, Cllr Helen Francis, Helen Stevenson.

**ABBREVIATIONS:**

Members may be abbreviated with their initials; Luxulyan Parish Council (LPC), Luxulyan Parish Community Fund (LPCF, or the Fund).

**MINUTES:**

*The meeting began at 6.30 PM.*

25.26/22 Declarations of Acceptance of Office

The Clerk confirmed that N Oke signed her Declaration of Acceptance of Office before the meeting.

25.26/23 Apologies

Apologies were received from SB, HF and HS.

25.26/24 Declarations of interest or requests for dispensation.

None.

25.26/25 Public Session

A Two members from the Biscovey Football Club attended and were able to answer questions from the members about their application.

*The Biscovey application (25.26/28.B) was brought forward because they had to leave for practice at 7pm. See the decision at that Item. Two members of the public left the meeting.*

B Two members from Gunwen Chapel attended and were able to answer questions from the members about their application.

*The Gunwen Chapel application (25.26/28.A) was brought forward. See the decision at that Item. Two members of the public left the meeting.*

25.26/26 Meetings and governance

A The council **RESOLVED** (proposed DB, 2<sup>nd</sup> JC) that the minutes, as read, of the meeting held on 21 January 2026 are a true and correct record and they were duly signed.

B It is **NOTED** that LPCF applications contain personal data that should be controlled under GDPR (General Data Protection Regulations).

It was **AGREED** that

- The Clerk and Chair will receive the application documents and will ensure that the application details are complete (yearly accounts, bank statements, quotes, etc)
- only the LPCF applications will be distributed to all members by email. All documents

pertaining to an application will be printed and made available half an hour before each meeting. If any member has a query about an application at any point before the meeting, they may contact the Clerk or Chair about the other documents.

- members will delete all LPCF emails with application details after an application is decided.

C It was **NOTED** that the Parish Council year begins each May with the election of the Chair and appointments to committees, including the LPDF Committee. DB, NP and BH agreed that they would like to be appointed again to the LPCF Committee by the Parish Council at its annual meeting on 14<sup>th</sup> May in accordance with the LPCF Terms of Reference.

D The social media app WhatsApp was proposed as a possible means of organising meeting dates for the Committee, but the idea was rejected as some members do not use the app.

#### 25.26/27 Finance

The Clerk reported that the current LPCF balance is £22,232.44. Funds are expected in May from the solar farm and in the autumn from the wind turbine.

#### 25.26/28 Applications

A Gunwen Chapel, Luxulyan PL30 5DU, is a listed building that serves as a Methodist Chapel and also as a community centre used by schools and various organisations for meetings and for community events. The maintenance of the building must comply with guidelines for listed buildings and can therefore be more expensive than one would expect. The LPCF application was for £3,870 or half of the cost to repair and repaint the windows and some exterior rendering. The Committee **RESOLVED** (proposed JC, 2<sup>nd</sup> KW) to support the application for £3,870.

B Biscovey Youth Football Club. Luxulyan youth now use this Club and at least 10 families from Luxulyan are members. The Club Secretary explained that the Club has been renting pitches because the girls' toilets on their home pitch collapsed in a severe storm. The Football Association requires that girls' and ladies' teams have toilets available. The Club will erect a new timber toilet block and hopes to get some of the work done pro bono. The full cost will be £4000+ and they have already raised £2000. Depending on what money is raised they will also build a wheelchair accessible toilet. The Committee **RESOLVED** (proposed DB, 2<sup>nd</sup> JC) to grant the Club £3000.

C No reports on previous applications have been received.

#### 25.26/29 Correspondence

None.

#### 25.26/30 Business for the next meeting

A DB and NP reported that Luxulyan Village Hall would like to celebrate its 50th anniversary with a big party at the end of Feast Week 2027. The members agreed that they would like to help the community celebrate its Village Hall and they await a detailed application.

B BH reported that Luxulyan Amateur Dramatic Society (LADS) will be applying for a grant toward lighting equipment.

25.26/31 Dates of next meetings.

To be determined.

*The meeting closed at 7.20 pm and the Chair thanked everyone for attending.*

*Mrs C Wilson ~ Parish Clerk ~ 29 April 2026*

**SIGNED:**

**THESE ARE DRAFT MINUTES.**

Chair: \_\_\_\_\_ Date: \_\_\_\_\_