

Crowan Parish Council

MINUTES OF THE AMENITIES COMMITTEE MEETING

HELD IN THE PARISH ROOMS, CROWAN

ON MONDAY 18th JULY 2011 @ 7.15pm

Minutes of Council Meetings are available to view on www.crowan.org.uk; on the Crowan and Leedstown Notice Boards; on Nancegollan and Townshend Village Hall Notice Boards and in Praze Post Office.

Present: Cllr. Henwood (Chairman) Cllr. Butcher Mr P. Dickman
 Cllr. Cooke Cllr. Roberts

Ref. No.	Agenda Item	Action
	<p><u>Chairman's Welcome and Public Forum</u> – the Chairman welcomed those present.</p> <p>Mr Dickman addressed the Committee about the length of grass in the play area and around the MUGA at Praze. He had noticed that the gate to the play area had no catch, that the spring closer was holding the gate open instead of closed and the fencing is damaged in several places. He also questioned why the dog litter bin was mounted on the fence directly behind the picnic tables and asked if it could be moved further away for the "odour" can be rather strong in the warm summer days. The last item Mr Dickman raised was the possibility of allotments in Praze. Cllr. Henwood thanked Mr Dickman for coming along and the Committee addressed the issues raised. Mr Dickman then left the Meeting.</p> <p>Action:</p> <ul style="list-style-type: none"> • Cornwall Council to be asked if the dog litter bin can be re-sited. • Cllr. Cooke to look at the gate and fence and to report back. • Grass contractor to be asked to cut the play area 'tighter'. • Clerk to produce a form to assess the demand within Praze for allotments. Form to be given, by Cllr. Cooke, to the Postmaster in Praze. 	<p>Clerk Cllr. Cooke Clerk Clerk / Cllr. Cooke</p>
AC40/2011	<u>Apologies for Absence</u> – Mrs Thompson (Clerk). Cllr. Cooke took the Minutes in the Clerk's absence.	
AC41/2011	<u>Amenities Contracts</u> – standing item. A copy of Tidy Grounds' public liability insurance cover, to include the "Principal's Clause", has been approved by Cllr. Hosken. The Contractors have been asked to ensure Nancegollan Village Green is cut prior to the Village Fete on 23 rd July 2011.	
AC42/2011	<p><u>Council-owned Property</u> – Minute AC30/2011 refers. Members received the Clerk's Interim Report (copy provided to the Committee Members), regarding registration with the Land Registry of the following:</p> <ul style="list-style-type: none"> • <i>Nancegollan Playing Field</i> – title already registered. • <i>Nancegollan Village Green</i> – title already registered. • <i>Parish Rooms, Crowan</i> – evidence required. Noted there is a brown pocket file stored in a plain square box in the Parish Rooms, entitled "Parish Room Project", which may contain useful documentation. Cllrs. Cooke and Roberts will retrieve the box. • <i>The Plan, Praze</i> – sufficient evidence for CPC to progress with registration of this property. <p>The Committee agreed that the Land Registration should be completed as soon as possible.</p>	<p>Cllrs. Cooke / Roberts</p>

<p>AC43/2011</p>	<p><u>Community Grants</u> – Minute AC31/2011 refers. The Big Lottery Awards for All fund, has refused the application to provide:</p> <p>a. <i>Notice Boards</i> – NOTE: preferred supplier’s Metro sign. Each board capable of holding 12 x A4 pages.</p> <ul style="list-style-type: none"> • <u>Nancegollan, by Playing Field</u> – £753+VAT. • <u>Praze, the Plan</u> – £753+VAT. • <u>Crowan Parish Rooms</u> – £633+VAT (no legs required). <p>b. <i>Public Seat</i> – Nancegollan Village Green. A seat from Green-tech would cost £185+VAT.</p> <p>A total of £2,139 is required for the boards and £185 for the bench, making £2,324 in all. Cllr. Clayton and Keeling have each pledged £500 from the Community Fund.</p> <p>The Clerk has been unable to identify any alternative funding sources. Cllr. Roberts advised The ‘Clowance Trust’ would be a good source for possible funds and it was AGREED to try them first.</p>	<p>Cllr. Roberts / Clerk</p>
<p>AC44/2011</p>	<p><u>Leedstown Play Area</u> – Minute AC20/2011 refers. Members received a progress report, regarding:</p> <p>a. <i>Swings</i> – Cllr. Henwood reported that the new swings had been replaced. He also informed the Committee that the swings had already been ‘messed around with’ by the same two boys who we believed to be responsible for the damage in the first place. Luckily they had been seen and the Police were called and the boys chased off by the resident. A few days later the same boys were seen again and the residents went out en mass to confront the individuals. Since then the area has been calm for about 2 weeks and it was hoped that perhaps the situation would at last settle down.</p> <p>b. <i>Tyre Swing</i> – it was agreed that the tyre swing could now be installed.</p> <p>c. <i>Fibreglass Tunnel</i> – the cost of replacing the tunnel at £908 + VAT was higher than expected and could also lead to the same problems. A second quote for removing the damaged tunnel and replacing with a reinforced rope bridge at £440 + VAT was AGREED to be a better option if the insurance company would agree. The Committee also discussed if an insurance claim was needed. Cllr. Cooke advised that an excess of £250 and the loss of a 5% no claims bonus would amount to approx £332. Cllr. Cooke was asked to talk to the Police to see if the swings and the tunnel came under one incident report or two. If the damages come under one report then Cllr. Cooke was asked to talk to the insurance company to see if the claim could be made and also to see if the insurance company wished to know the details of the persons responsible and then to hand all the information over to the Clerk.</p>	<p>Cllr. Henwood</p> <p>Cllr. Henwood</p> <p>Cllr. Cooke / Clerk</p>
<p>AC45/2011</p>	<p><u>Nancegollan Playing Field</u> – Minute AC33/2011 refers</p> <p>a. <i>Football Club Finances, Keys & Contacts</i> – Councillors heard that Mr Lamin was very ill and information was not available. It was AGREED that Cllr. Cooke should continue trying but to be mindful of Mr Lamin’s condition.</p> <p>It was AGREED that the team managers should be invited to the August meeting if the contact details can be found as time was fast running out before the start of the new season. Cllr. Henwood advised that Leedstown Football Club had offered £10 per game for the use of Nancegollan football pitch.</p> <p>b. <i>Pitch Repairs</i> – the pitch repairs are looking good and it is hoped that by the start of the new season will be ready. Cllr. Cooke advised the Committee that the grass had been cut for the first time.</p>	<p>Cllr. Cooke</p>

	<p>c. <i>Skateboard / Scooter Equipment</i> – Cllr. Roberts reported that the possibility of a locally made skateboard facility is ongoing.</p> <p>d. <i>Amenities Area</i> – Cllr. Cooke reported he is still seeking quotations to clear and tidy the area beyond the children’s play equipment.</p> <p>e. <i>“Disclaimer” Sign</i> – the following response has been received from Mr Jacob Denman of Came & Co. (insurers), regarding the possible provision of a sign “Parking in this area is at the owners’ risk”. <i>“... It is up to the Council if they wish to erect a sign. This will not mean the Council is admitting liability nor will it deflect any liability should an incident arise. However just because an incident happens in the parking area does not mean the Council will be found to be at fault, it would need to be proven that the incident had been caused by the Council’s negligence. ... we would advise that the Council monitors the parking area to ensure that the area remains fit for use and any noticeable defects are rectified as soon as reasonably possible.”</i></p> <p>Members discussed the need for the signs and it was AGREED to monitor the situation and to look at the item again.</p> <p>f. <i>“Springer” Play Equipment</i> – Cllr. Cooke reported that the new springers have been installed and that this matter is now complete.</p>	Cllr. Roberts
AC46/2011	<u>Community Flood Plan (CFP)</u> – Minute AC34/2011 refers. Members to complete a CFP for the parish. Noted areas known to flood are: Paul’s Green; The Square, Praze and Jenkins’ Bottom. As the Clerk could not attend the meeting no paper work was available. Cllr. Roberts to speak to the Clerk to see if between them the paperwork could be completed.	Cllr. Roberts / Clerk
AC47/2011	<u>MUGA, Praze</u> – Members received an update, regarding removal of the damaged basket ball rings. It was AGREED that the remaining ring should be removed. Cllr. Roberts to action.	Cllr. Roberts
AC48/2011	<u>Safety Inspection Report</u> – Minute AC37/2011 refers. Members received the written risk reports from Cllr. Butcher (held by Cllr. Henwood). It was AGREED that Cllr. Butcher would continue with Praze; Cllr. Henwood to take over at Leedstown and Cllr. Cooke to take over at Nancegollan. The Clerk to issue report forms to Cllrs. Cooke and Henwood.	Clerk
AC49/2011	<u>PAT Testing / Periodic Electrical Test</u> – Minute AC38/2011 refers. Members to receive the PAT testing for the Parish Rooms and PET test for Nancegollan changing rooms, which had been forwarded to Cllr. Henwood. The forms again are not complete and are unsigned. It was AGREED that this contractor should not be used again and that next year an NICEIC member must be used. Cllr. Cooke advised that he could supply the details of a good contractor when required.	Clerk
	The Clerk to ask for a complete set of documents and that they are signed and dated as required. There should be three documents. A periodic test for the Parish Rooms and Nancegollan changing rooms and a PAT test report for the Parish Rooms.	
AC50/2011	<u>Tree Preservation Order</u> – Members to note that TPOs were created for 33 trees on The Plan, Praze in June 1947. As the work carried out recently was for safety reasons the TPO had not been breached.	
AC51/2011	It was AGREED that a meeting in August was required. The meeting closed at 20.14 hrs.	

Signature: (Cllr. Roberts)
Chairman

Date: 8th September 2011