

# Crowan Parish Council

## MINUTES OF THE AMENITIES COMMITTEE MEETING

### HELD IN THE PRAZE INSTITUTE

### ON WEDNESDAY, 21<sup>st</sup> NOVEMBER 2012 @ 7.15pm

Minutes of Council Meetings are available to view on [www.crowan.org.uk](http://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. Jenkin	Cllr. Butcher Cllr. Ward	Cllr. Cooke
In Attendance:	Mrs Thompson (Clerk)		
Apologies:	Cllr. Muriel (ex officio)	Cllr. Christophers	Cllr. Roberts

Ref. No.	Agenda Item	Action
	Prior to the commencement of the Meeting, Cllr. Henwood provided the Clerk with his Financial Interests form. His CV will follow.  <u>Chairman's Welcome and Public Forum</u> – the Chairman welcomed those present. No Members of the public attended.	Clerk
AC79/2012	<u>Members' Declarations</u> – a. <i>Pecuniary/Registerable Declarations of Interests</i> – none. b. <i>Non-Pecuniary/Disclosable Interests</i> – none c. <i>Declaration of Gifts</i> – Members were reminded they must not accept any gift or hospitality with a value in excess of fifty pounds.	
AC80/2012	<u>Apologies for Absence</u> – Cllrs. Christophers (ill health) and Roberts (leave).	
AC81/2012	<u>Council-owned Property</u> – Minute AC64/2012 refers. a. <i>Possessory Title FL169351</i> – Mr John Dunstan advises he has received confirmation that the application for absolute title on the land adjoining the Nancegollan playing field has been granted. It was <b>RESOLVED</b> to deposit the certificate with the Cornwall Records Office (CRO).  Noted the Registration Certificates had been deposited with CRO.	Clerk
AC82/2012	<u>Notice Boards</u> – Cllr. Butcher confirmed there are no drainage holes on the Crowan notice board and this is resulting in water damage to the frame. The Clerk to report this to the manufacturers.	Clerk
AC83/2012	<u>Insurance Review</u> – Minute AC66/2012 refers. Update, regarding: a. <i>Escape of Water</i> – to ensure the pipes and tanks are insulated and/or carry out the work. Cllr. Cooke has set the heaters to the recommended minimum temperature of 4 <sup>o</sup> centigrade. He will provide a notice for those who use the rooms, to ensure the heaters are maintained at this temperature. He will locate the stop valve and erect a sign to identify it and indicate the direction of off/on.  Cllr. Jenkin arrived at this point.  The Clerk to report to SW Water that there is a leak outside the Parish Rooms. The exact source is not known. b. <i>Play Equipment Sign</i> – see Quotations below. c. <i>Revenue Protection</i> – clarification has been received from the Insurance Brokers. Copy of the email in the insurance file.	Cllr. Cooke Cllr. Cooke  Clerk

	<p>d. <i>Fire Extinguishers</i> – one C<sup>0</sup>2 and one foam (to cover electrical equipment) extinguishers for the Parish Rooms and a C<sup>0</sup>2 extinguisher for Nancegollan changing rooms have been provided.</p> <p>e. <i>Additional Cost of Working</i> – the Brokers have clarified that the Increased Cost of Working cover is as detailed on pages 60 &amp; 61 of the policy booklet.</p>	
AC84/2012	<p><u>Leedstown Playing Field</u> – Minute AC68a/2012 refers.</p> <p>a. <i>Additional Swings</i> – see Quotations below.</p> <p>b. <i>Asset Acquisition</i> – the Clerk suggested that Members might wish to consider applying to Cornwall Council for the Leedstown Playing Field to be acquired by Crowan PC. It was <b>RESOLVED</b> to recommend to Full Council that an application is made to CC to acquire the asset at no cost</p>	Full Council
AC85/2012	<p><u>Nancegollan Playing Field</u> – Minute AC69/2012 refers.</p> <p>a. <i>Fencing</i> – RoSPA advises the main reason for the provision of fences around play areas is to keep dogs out and to stop toddlers wandering off to nearby hazardous places such as open water and busy roads. If there are no such hazards nearby and dogs is not a problem there is no need for a fence. There is an issue with dogs at Nancegollan. It was <b>RESOLVED</b> to obtain quotations, from three local companies, to replace the missing section of fencing, to include a pedestrian gate and the replacement of the remaining rotten posts.</p> <p>b. <i>Football Clubs</i> – Cllr. Cooke will ask that copies of the insurance policies and risk assessments for St Ives Mariners and Crowntown &amp; Crowan Football Clubs are emailed to the Clerk.</p> <p>c. <i>Changing Rooms</i> – Cllrs. Cooke and Ward will look at the work needed to prevent the water coming out onto the floor. Noted Members to arrange the purchase of paint for the changing rooms, to be actioned by volunteers at the end of the season.</p> <p>d. <i>Benches</i> – Minute AC72c/2012 refers. Bench timbers are rotting and need replacing. A quotation to be obtained from the same companies as above.</p> <p>e. <i>Bin Hut</i> – Minute AC72c/2012 refers. Requires new door and replacement roof (rotting timber). A quotation to be obtained from the same companies as above.</p> <p>f. <i>All Timbers</i> – Minute AC72c/2012 refers. Needs treating with preservative. A quotation to be obtained from the same companies as above, to be applied to all the timber in both Nancegollan and Leedstown playing fields.</p>	<p>Clerk</p> <p>Cllr. Cooke</p> <p>Cllrs. Ward / Cooke Cllrs. Ward / Cooke</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
AC86/2012	<p><u>The Plan / Play Area, Praze</u> – Minute AC70/2012 refers.</p> <p>a. <i>Christmas Lights</i> – it is now close to the lights being erected again. Matter deferred to the New Year. The Clerk to request a copy of the Christmas Lights Committee's insurance certificate, electricity safety certificate and risk assessment. The same request to be made of Nancegollan Village Hall Committee, for those lights erected on Parish Council land.</p> <p>b. <i>MUGA</i> – Minute 53c/2012 refers. Cllr. Henwood hopes to repair the gates, to make them safe when closing, this week. The Clerk to approach SW Play for a quotation to replace the basketball hoops.</p> <p>c. <i>Subsidence</i> – an exploratory hole to investigate the cause of the subsidence is to be dug.</p> <p>d. <i>Trees</i> – Members received the advice of CC's tree officer, regarding which trees should be removed and/or reduced in size (written report on</p>	<p>Clerk</p> <p>Clerk</p> <p>Cllr Henwood Clerk</p>

	<p>file). It was <b>RESOLVED</b> to obtain quotations, from three local companies, to carry out the work; to include grinding the stumps of the trees that are to be removed.</p> <p>e. <i>War Memorial</i> – Minute 205a/0212 refers. There is a crack in the cement base of the War Memorial, which needs attention. Cllr. Blewett to be asked if he can advise what needs doing.</p> <p>f. <i>Border Post/Chain</i> – remedial work to the border post/chain has been completed. The Clerk reported that the Contractor, Mr Mike Simmons had returned £20 because he did not use all the parts the Council had paid for. The Clerk to write a letter of thanks to Mr Simmons</p> <p>g. <i>Litter Bins</i> – Minute 204/2012 refers. Noted Cllr. Jenkin is liaising with CC to have the two bins by the MUGA emptied regularly.</p> <p>h. <i>Surface Repairs</i> – noted IRS Ltd has been instructed to repair the damage, caused by the fair.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
AC87/2012	<u>Skateboard / Scooter / Play Equipment</u> – Minute AC71/2012 refers. Cllr. Cooke reported that the grant application was refused. He has a meeting scheduled with the CC's Regeneration Officer to see what other options are available.	Cllr. Cooke
AC88/2012	<u>Safety Inspection Report</u> – no risk reports were available for: <p>a. <i>Praze Play Area</i> – Cllr. Butcher.</p> <p>b. <i>Leedstown Play Area</i> – Cllr. Henwood. The Clerk to forward, to him, a copy of his last report.</p> <p>c. <i>Nancegollan Play Area</i> – Cllr. Cooke.</p> <p>The Clerk reminded Members that this is a requirement of the insurance cover.</p>	Clerk
AC89/2012	<u>Praze Allotments</u> – Minute AC74/2012 refers. No suitable land in Praze has been identified.	
AC90/2012	<u>Trevoole</u> – Minute 198c/2012. The Clerk had done some research into this and it appears that the land does not meet the criteria to permit designation as a village green. No further action.	
AC91/2012	<u>Date of Next Meeting</u> – Wednesday, 23 <sup>rd</sup> January 2013.	
AC92/2012	<u>Closed Session</u> – in view of the special/confidential nature of the business about to be transacted, it was <b>RESOLVED</b> that it is advisable in the public interest that the press and public be temporarily excluded and they were instructed to withdraw.	
AC93/2012	<u>Quotations</u> – <p>a. <i>Leedstown Swings</i> – Minute AC68a/2012 refers. Members received a quotation for the provision of additional swings for the older children. It was <b>RESOLVED</b> to recommend to Full Council that SW Play's quotation for £758.30+VAT should be accepted.</p> <p>Noted Leedstown Playing Field Committee had made a donation of £652 towards this project.</p> <p>b. <i>Leedstown Basketball</i> – Minute AC68a/2012 refers. Members received a quotation for the provision of a basketball hoop. The Clerk to seek clarification from SW Play, regarding the difference in specification of the various quotes.</p> <p>c. <i>Nancegollan Play Equipment</i> – Minute AC72c/2012 refers. Members received a quotation to supply and install a replacement swing. It was <b>RESOLVED</b> to recommend to Full Council that SW Play's quotation for £87+VAT should be accepted.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<p>d. <i>Parish Rooms Cleaning</i> – Minute AC78/2012 refers. There were no quotations available for cleaning the Rooms twice a year. Cllr. Roberts to be asked to obtain a quotation from his cleaner and the Clerk to request Mr Stuart Massey to provide a quotation.</p> <p>When the future of the Praze WCs is known, Members to consider a suggestion from the Full Council (Minute 111a/2012 refers) to combine this function with cleaning Praze WCs and Nancegollan changing rooms.</p> <p>e. <i>Play Equipment Notice</i> – Members received a quotation for provision of A4 aluminium composite panel ‘Use at Own Risk’ signs. It was felt they would serve no useful purpose. No further action.</p>	<p>Cllr. Roberts Clerk</p>
--	--	--------------------------------

Signature: ..... (Cllr. Cooke)  
Chairman

Date: 13<sup>th</sup> December 2012