

Crowan Parish Council

MINUTES OF THE FULL COUNCIL MEETING

HELD IN THE PARISH ROOMS, CROWAN

ON THURSDAY, 13th OCTOBER 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. Roberts (Chairman)	Cllr. Blewett	Cllr. Butcher
Cllr. Christophers	Cllr. Cooke	Cllr. Henwood
Cllr. Hosken	Cllr. Dr. Jenkin	Cllr. Mrs Muriel
Cllr. Trevan	Cllr. Tripp	Cllr. Ward
Mrs Thompson (Clerk)		

Minute	AGENDA ITEMS	Action
	<p>There was a minute's silence in memory of Cllr. Mike Clayton, followed by Prayers, led by the Chairman.</p> <p>Prior to the Meeting, Cllr. Jenkin was handed <i>A History of Cornwall in 100 Objects</i>, which she had previously requested; and Cllr. Henwood checked the PAT and Periodic Electrical test reports. The Clerk to request the missing paper.</p>	Clerk
165/2011	<p><u>Chairman's Welcome and Public Forum</u> – the Chairman opened the Meeting and welcomed those present.</p> <p>Mr Gavin Woodford spoke regarding land at 2 St James Terrace, Leedstown. He advised that a planning application will be submitted formally shortly. He circulated a copy of the plans. Ms Deborah McCann, Planning Consultant explained that the proposed properties are adaptable, and can be used throughout a lifetime. They had spoken to Mr Jody Jeffery, CC's Affordable Housing Officer. It was estimated that the properties would sell in the region of £140K. They will deal with the contamination on site.</p> <p>Mrs Teresa Munro, who is a near neighbour to the proposed Trefewha Farm development site (170f/2011 refers), spoke regarding her concerns. She had provided a copy of her letter of objection to CC, which had been circulated to those with email. With County Members of the Planning Committee living so far from the parish, she urged Members of the Parish Council to lobby those who would not necessarily know the area.</p> <p>Mr Stephen Bott, Planning Consultant spoke regarding Trenerth Road, Leedstown (PL70e/2011 refers). This application had been the subject of much pre-planning discussion with Planning Officers. The properties would be cottage-type in style, with parking provision. Three letters of support had been received by the Parish Council – none of whom lived locally. Mr Bott said it was a small development, with 50% affordable housing. He was asked about access onto the main road.</p>	
166/2011	<u>Apologies for Absence</u> – Cllr. Jeffery and County Cllr. Keeling (both ill health).	
167/2011	<p><u>Members' Declarations:</u></p> <p>a. <i>Declarations of Interests, in Accordance with the Agenda</i> – Cllr. Roberts in agenda item 176b/2011.</p> <p>b. <i>Declarations of Gifts over £25</i> – none</p>	Clerk to record
168/2011	<p><u>Outside Bodies</u> –</p> <p>a. <i>Police</i> – PCSO Saddler sent apologies and a written report (copy on file).</p> <p><i>Engagement with Devon & Cornwall Police Authority</i> – the old style Police Authority Liaison Meetings have been replaced with more proactive engagement activities, i.e. they will endeavour to come to community</p>	

	<p>groups. To arrange a visit contact Ms Jennifer Townsend (01392-25557 or Jennifer.townsend@devonandcornwall.pnn.police.uk).</p> <p>b. <i>County Councillors</i> – limited to 5 minutes per Councillor.</p> <p><u>Cllr. Keeling</u> – sent his apologies. His report can be viewed on his website. He invites any comments Members may have on planning issues. He reports he sent a submission to CC's Planning Committee in support of the Parish Council with regards to Fore Street, Praze but believes the planners have approved the application, with stringent conditions attached.</p> <p>c. <i>Helston & The Lizard Community Network</i> – Wednesday, 26th October 2011, 7-9pm in the Ceremony Room, Isaac House, Helston.</p> <p>d. <i>Helston & Lizard Community Halls Network</i> – Community Hall managers are urged to join this organisation. The cost is £10 until 31st Dec 2012.</p>	
169/2011	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 8th September 2011, AGREED as a true record.</p> <p>b. <i>PROW Committee Meeting</i> – 7th September 2011, AGREED as a true record.</p> <p>c. <i>Amenities Committee Meeting</i> – 18th July 2011, AGREED as a true record and 14th September 2011, AGREED as a true record.</p>	
170/2011	<p><u>Planning Applications Received</u> –</p> <p>a. <i>PA11/06703, Land NW of Kencliffe, Fraddam Road, Leedstown</i> – construction of dwelling and associated works. Cllr. Trevan advised that Highways has concerns about the road traffic sign, which impede visibility. Members share this view. SUPPORT, but Members feel that on health and safety grounds, vehicles should drive into the site in a forward direction and leave in a forward direction. Cllr. Cooke abstained.</p> <p>b. <i>PA11/07114, Pheasant Cottage, Clowance, Praze</i> – extension to dwelling. NO OBJECTION. Cllrs. Cooke and Trevan abstained. <i>PA11/07396, Pheasant Cottage, Clowance, Praze</i> – listed building consent for extension to dwelling. NO OBJECTION. Cllrs. Cooke and Trevan abstained.</p> <p>c. <i>PA11/07127, Hellegan Manor, Hellegan, Camborne</i> – installation of Solar PV panels. Cllr. Blewett reported that the site is hidden from view. NO OBJECTION. Cllr. Cooke abstained.</p> <p>d. <i>PA11/07189, Hr. Bolitho Farm, Black Rock</i> – installation of a 50kW wind turbine, access track and associated ancillary development. Cllr. Trevan advised the wind turbine would be some 150^{ft} high and would be highly visible. In terms of the size of the scheme, Cllr. Jenkin said there were no relevant planning reasons to object. OBJECT on the grounds of the visual appearance and that it would set a precedent for such developments within the parish.</p> <p>e. <i>PA11/07285, Trenerth Road, Leedstown</i> – construction of four dwellings (two affordable and two open market) and provision of vehicular access and car parking). The Clerk made available three letters of support for the development and reminded Members of the email from Mr Jody Jeffery, which outlined his concerns and gave suggestions for increasing the number of affordable homes on the site. Members had concerns about the access onto Fraddam Road as it is dangerous and they fear the development could lead to parking on this road. Members also felt that bungalows would be more in keeping and queried the density and affordable housing element, believing it should be greater. OBJECT on these grounds. Cllrs. Christophers, Trevan and Hosken abstained because they wished to request that this application is deferred until the other possible affordable housing sites can be considered at the same time.</p> <p>f. <i>PA11/07520, Trefewha Farm, Trefewha, Praze</i> – construction of 7 houses and 4 flats. A letter of objection from a neighbour had previously been emailed to Members. OBJECT on the grounds that it would set a precedent</p>	

	and open up the whole area for further development; it would impact on neighbours; the proposal is isolated back land development outside the village envelope; the access lane would be built across farmland and is an area of local significance. Members request that this application is decided by CC's Planning Committee.	
171/2011	<p><u>Other Planning Matters –</u></p> <p>a. <i>Affordable Housing (AH) Meeting</i> – Minute 154a/2011 refers. The draft design briefs for the three preferred sites in Leedstown, drawn up by Mr Andrew Golay, CC had previously been circulated via email and some hardcopies made available at the Meeting. The Chairman asked Members to study the document, and Mr Jody Jeffery will attend the November Meeting to discuss this further.</p> <p>b. <i>Planning Campaign</i> – it was RESOLVED to support the National Trust's campaign to object to the Government's proposed changes to the planning system in England.</p> <p>c. <i>Signage</i> – Minute 133b/2011 refers. Minute 156d/2011 refers. Ms Kirsty Smith, Development Officer (Enforcement), advises that Ms Mandy Smith maintains a file for advertisements (such as the new signs that have been erected advertising the Fish and Chip shop/café) and we will be updated when CC have agreed a course of action.</p> <p>d. <i>EN11/02372, Lane Nr. To Binnerton Manor, Binnerton Road, Leedstown</i> – alleged unauthorised polytunnels and shed. Reported to CC Planning.</p>	<p>Clerk</p> <p>Clerk</p>
172/2011	<p><u>Planning Permission Granted by Cornwall Council – information only.</u></p> <p>a. <i>PA11/05695, Riverside Cottage, Carwynnen</i> – two-storey extension and alterations to dwelling.</p>	
173/2011	<p><u>Planning Permission Refused by Cornwall Council – information only.</u></p> <p>a. <i>PA11/02692, Land Opposite 46 Praze Road, Leedstown</i> – construction of single storey earth sheltered dwelling and garaging. The Clerk to remind Highways that the road verge has been compromised and to report the caravan on the site as a potential planning enforcement issue.</p> <p>b. <i>PA11/06435, Polglase Farm, Binnerton Road, Leedstown</i> – siting for a mobile holiday lodge.</p>	<p>Clerk</p> <p>Clerk</p>
174/2011	<p><u>Highways Issues –</u></p> <p>a. <i>Bus Stop, Praze</i> – Minute 156c/2011 refers. Mr David Edwards, CC's Passenger Transport Unit reports that no action will be taken regarding the request to relocate from the stop at the end of School Road to outside the St Aubyn Arms, until after the bus services are tendered in November. In his view moving the stop would put it right on the junction and would impede traffic movement on the crossroads. At the moment the bus by-passes Fore Street because of the residents' car parking, hence the route via Trethannas Gardens and the stop outside Cornwall Farmers. Members request the sign is moved further away from the junction.</p> <p>b. <i>VAS</i> – Minute 156e/2011 refers. The VAS, purchased through funding from Cllr. Clayton, is for use at two locations in Praze. However, Cllr. Keeling is working on a similar scheme, to be shared amongst various locations, in his area of the parish.</p>	<p>Clerk</p>
175/2011	<p><u>Environmental and Health Issues –</u></p> <p>a. <i>Local HealthWatch</i> – will be commissioned by CC from October 2012 and is part of the Dept. of Health plans to create "an independent consumer champion for the public... to promote better outcomes in health for all and in social care for adults". A questionnaire can be found at: www.linkincornwall.org.uk or if you prefer this is the direct link to survey monkey: http://www.surveymonkey.com/s/wewantyourviews.</p>	

176/2011	<p><u>Standing Committees</u> –</p> <p>a. <i>Public Rights of Way (PROW) Committee</i> – Meeting scheduled for 12th October 2011. Cllr. Jenkin reported that there are several outstanding issues, which the Clerk is working on. The PROW grant has been received for this year. The grant will remain the same next year and the contractor has indicated his prices will not change for 2012.</p> <p>b. <i>Amenities Committee (AC)</i> – meeting held on 14th September 2011.</p> <ul style="list-style-type: none"> • <u>Parish Rooms</u> – Minute AC53/2011 refers. It would appear that business rates are payable on the Parish Rooms. The Clerk is in touch with Mr Matthew Ashton, CC Revenue Officer on this matter. • <u>Junior Multi-Unit</u> – Minute AC56e/2011 refers. It was RESOLVED to accept the recommendation of the AC to install monkey bars on the existing equipment, and accept the quotation from SW Play to manufacture, supply and install the equipment for £370 + VAT; the money to be taken from the Nancegollan Play Equipment budget. • <u>Allotments</u> – Minute AC61/2011 refers. 33 signatures are on the petition, calling for allotments. Suitable land is now being sought. • <u>Committee Membership</u> – Minute AC65/2011 refers. It was RESOLVED to approve the co-option of Cllr. Ward to the AC. • <u>Grass Cutting Contract</u> – Minute AC66/2011 refers. Problems have been experienced with the cutting length of the Leedstown Playing Field continue. Cllr. Henwood reported that the operative did not appear to know how to adjust the machinery to cut the grass closer. However, Cllr. Cooke said Nancegollan’s pitch was the best it has ever been. Cllr. Ward will inspect Leedstown tomorrow and advise Cllr. Henwood. If the problem persists the Clerk will send a formal letter of complaint. • <u>Praze WCs</u> – summer opening time should be 05.30 to 18.00. CC does not have the winter times, but assume it to be 8.30 to 16.30. Members thought these times were excessive. They will maintain a watching brief. • <u>The Plan, Praze</u> – Mr Sam Gambier, from Praze-an-Beeble has been cycling round the world for the past two and a half years in aid of Shelterbox. To date he has raised over £10,000. He is due home on Saturday, 12th November at approximately 1pm it is hoped there will be a good crowd to welcome him home (possibly with media coverage). His mother seeks permission for people to gather on ‘The Plan’ in order to keep safe and off the road whilst they wait. She also hopes to put up a temporary banner in The Square to welcome Sam home. Members had no objection and Cllr. Henwood will complete a risk assessment, which Mrs Gambier will be asked to sign. The Clerk to advise her and suggest she advises the Police, as a large number of people is expected. 	<p>Clerk</p> <p>Clerk</p> <p>Cllrs. Ward / Henwood</p> <p>All Members</p> <p>Clerk</p>
177/2011	<p><u>Village Organisations</u> –</p> <p>a. <i>Leedstown Village Hall</i> – Cllr. Christophers reported that the Village Show was a huge success, well supported by local schools. They are pursuing a grant to improve the damp problem. They would like to accommodate a Youth Club, but had been unable to identify a suitable volunteer.</p> <p>b. <i>Nancegollan Village Hall</i> – Cllr. Tripp reported that grant funding has been received for decorating and refurbishment; and work has started. The Hall has been used regularly by Sithney School. He gave details of the programme of events.</p> <p>c. <i>Praze Institute</i> – Cllr. Jenkin reported that there had been no meeting.</p> <p>d. <i>Townshend Village Hall</i> – Cllr. Trevan reported there is a regular newsletter, which can be emailed, on request.</p> <p>e. <i>Crowan School</i> – Cllr. Muriel reported the school is seeking to join a co-operative foundation trust with Helston and The Lizard, as a means to secure the future of the school.</p>	

178/2011	<p><u>Financial Matters</u></p> <p>a. <i>Accounts for Payment</i> – Schedule No.2011/12-6, to a value of £1,797.95 were APPROVED for payment.</p> <p><u>Parish Rooms Pump</u> – Members CONFIRMED they wish to have the pump serviced by PFS (Helston) Ltd., at a cost of £60+VAT.</p> <p>b. <i>Budget Monitor</i> – there will be no further income from the playing pitches in this financial year. The Clerk to adjust this heading.</p> <p>c. <i>Funding Applications</i> – requests had been received from the following:</p> <ul style="list-style-type: none"> • <u>Cornwall Playing Fields Assoc</u> – it was RESOLVED to make a donation of £25. • <u>Spectrum</u> – it was RESOLVED to make a donation of £25. • <u>Cricket Tour of Sri Lanka</u> – it was RESOLVED to make a donation of £25 to assist with funding for a local youth to join a cricket tour of Sri Lanka. The cheque to be made payable to the CSCA. 	<p>Clerk</p> <p>Clerk</p>
179/2011	<p><u>Administration</u></p> <p>a. <i>2013 Review of Parliamentary Constituencies</i> – proposals can be found on: www.independent.gov.uk/boundarycommissionforengland. Deadline for comments is 5th December 2011. There was some discussion about the difference between the Parliamentary and County boundaries.</p> <p>b. <i>Council Computers</i> – Minute 160c/2011 refers. Cllr. Cooke said the unwanted computer equipment was only suitable to be destroyed. He will wipe the hard-drive and action. It was RESOLVED to store the laptop in the Council's safe.</p> <p>c. <i>Council Safe</i> – Minute 160d/2011 refers. Cllrs. Cooke and Roberts had retrieved various documents, from the loft storage area, and these would now be stored in the Council's safe. It was RESOLVED that the Clerk would hold one of the safe keys and Cllr. Muriel would hold the other.</p> <p>d. <i>Crowan Website</i> – Minute 160a/2011 refers. The quarterly report as to the number of "hits" on the site was not available. Members to provide better quality photographs of themselves and CVs. Thanks to the good offices of Cllr. Muriel, a link has been created from Crowan Primary School to the Parish Council's website and Mr Cogher is to be asked to make a link to the school's site.</p> <p>e. <i>Leedstown Community News for the Press</i> – after 24 years, Mrs Ann Trevenen Jenkin has retired and the new correspondent is Ms Terri Smith. Email: terrismith-theknoll@hotmail.co.uk; Tel: 01736-850460.</p> <p>f. <i>Remembrance Service</i> – Minute 160b/2011 refers. Invitations have been issued, the poppy wreath ordered and Mr Francis Webb has agreed to act as the Chapter 8 accreditation person. It is anticipated that the road closure order will be made next week. The Clerk issued posters for the notice boards. Cllr. Blewett will clean the war memorial.</p> <p>g. <i>Risk Assessments</i> – Minute 130b/2011 refers. Cllr. Jenkin will adapt CC's risk assessments form to create a template for the various locations / organisations shortly. It was noted that the one for the Parish Rooms will be required soon for the Craft Exhibition.</p>	<p>Cllr. Cooke</p> <p>Cllr. Trevan All Members Cllr. Trevan</p> <p>Cllr. Blewett</p> <p>Cllr. Jenkin</p>
180/2011	<p><u>QEII Jubilee Celebrations, June 2012</u> – Minute 161/2011 refers. The Clerk reported that Sithney Parish Council have yet to meet and are undecided whether or not to participate in the celebration. Cllrs. Blewett and Jenkin will organise a Beacon on Black Rock. Cllr. Blewett took the guide to organising 'The Queen's Diamond Jubilee Beacons'.</p>	<p>Cllrs. Blewett / Jenkin</p>
181/2011	<p><u>Documentation</u> –</p> <p>a. <i>CC Core Strategy Newsletter</i> – September 2011.</p> <p>b. <i>CC Localism Newsletter</i> – 'Devolution Special', September 2011.</p>	

	<p>c. <i>Code of Recommended Practice for Local Authorities on Data Transparency</i> – this makes it clear that the need to publish details of expenditure over £500, applies to ‘a parish council which has gross annual income or expenditure (whichever is the higher) of at least £200,000’.</p> <p>d. <i>Helston & Lizard Community Halls Network</i> – newsletter, September 2011.</p> <p>e. <i>Mobile Library Service</i> – Mr David Oldcorn, Helston Library Manager has provided details of changes to the mobile library timetable.</p> <p>f. <i>Opening Public Services</i> – the Cabinet Office has published a guide: www.openpublicservices.cabinetoffice.gov.uk/wp-content/uploads/2011/08/openingpublicservices-leaflet.pdf.</p> <p>g. <i>Weight Matters</i> – NHS healthy weight programme. Booking essential. Email: weightmatters@cornwall.nhs.uk.</p> <p>h. <i>Cornwall & West Devon Mining Landscape (Cornish Mining) World Heritage Site: governance arrangements</i> – applications are invited to join the recently formed Cornish Mining Consultative Forum, which will bring together the broad range of organisations from across Devon and Cornwall that have responsibilities for or an interest in the management of the WHS landscape. Deadline is 14th November, details: www.cornish-mining.org.uk. The Clerk to forward details to Cllr. Jenkin.</p>	Clerk
182/2011	<p><u>Diary Dates</u></p> <p>a. <i>Council Meetings:</i></p> <ul style="list-style-type: none"> • <u>Full Council Meeting</u> – 10th November 2011. • <u>Amenities Committee Meeting</u> – 23rd November 2011. • <u>PROW Committee Meeting</u> – 16th November 2011. <p>b. <i>Sainsbury’s Sport Relief Mile ‘fun-runs’</i> – Ms Fabienne Camm advises that on Sunday 25th March 2012 hundreds of thousands of people will come together to walk, jog or run 1, 3 or 6 miles. Members did not know of someone who could organise an event in Crowan.</p> <p>c. <i>Training for Halls In South Kerrier</i> – the following courses are available for those involved in managing Community Halls. Further information and bookings: Rachel Martin, 07716-336922, Rachel@skacic.org.uk.</p> <ul style="list-style-type: none"> • <u>Managing the Finances of Community Halls</u> – Monday, 24th October 2011, 4.30-6.30pm, Mawgan Recreation Hall. • <u>Food Safety in Catering CIEH Level 2</u> – Monday, 21st November 2011, 10am – 4pm, Praa Sands & District Community Centre. 	
183/2011	<p><u>Information Only / Items for Future Agendas</u> –</p> <p>a. <i>Planning Training</i> – some Members felt that there was no point in attending the training, as they do not believe they are being listened to. The Clerk to send Cllr. Blewett’s apologies and give the reasons why.</p> <p>b. <i>November Agenda</i> – Cllr. Hosken requested the following items be listed:</p> <ul style="list-style-type: none"> • <i>Trerice Fields, Praze</i> – possible double yellow lines at the entrance. • <i>Binnerton Road, Leedstown</i> – he drew attention to the polytunnel on the site. Noted this has already been reported to CC (Minute 171d/2011 refers). The Clerk to request an update. • <i>Open Air Concert, Praze</i> – possible need for an entertainment licence. 	Clerk Clerk

Signature: (Cllr. Roberts)
Chairman

Date: 10th November 2011