

Crowan Parish Council

MINUTES OF THE FULL COUNCIL MEETING

HELD IN THE PARISH ROOMS, CROWAN

ON THURSDAY, 13th SEPTEMBER 2012 @ 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. Cooke (Chairman) Cllr. Henwood Cllr. Roberts	Cllr. Blewett Cllr. Dr Jenkin Cllr. Tripp	Cllr. Butcher Cllr. Mrs Muriel Cllr. Ward
In Attendance:	Cllr. Keeling (CC)	Mrs Thompson (Clerk)	
Apologies:	Cllr. Hosken	Cllr. Christophers	

Minute	AGENDA ITEMS	Action
	<u>Prayers</u> – the Chairman advised that anyone not wishing to participate may leave the room and rejoin the meeting later. Prayers were then said.	
150/2012	<p><u>Chairman's Welcome and Public Forum</u> – the Chairman welcomed those present, with a particularly warm welcome to the members of public present.</p> <p>Ms Deborah McCann spoke regarding the former Cornwall Farmers' site. There is currently permission for an industrial unit and some housing. Members said this was not the case. There is no planning permission for housing. She went on to say the owner no longer feels that the large industrial unit is needed. His preferred option now is for smaller start-up units or live/work units. She will be consulting the neighbours.</p> <p>Members were in general agreement that industrial units are needed, but their previous concerns remain pertinent. There are issues about flooding in the area and they do not wish to see more and more housing in Praze. There was also mention of the lack of parking in the area.</p> <p>Cllr. Jenkin arrived at this point.</p> <p>Mrs Elizabeth Pearce spoke regarding Bridleway 124 which has water coming off this path and flowing into farm land where asbestos has been dumped. Work had been done in the past. Gates are unopenable, water is flowing onto the path. Stiles have not been reinstated. Phase 1 had failed. Phase 2 should be implemented urgently it had been outstanding for 30 years.</p> <p>Cllr. Jenkin said things are moving and she undertook to speak to Mr & Mrs Pearce outside the Meeting.</p>	Cllr. Jenkin
151/2012	<p><u>Members' Declarations:</u></p> <ol style="list-style-type: none"> a. <i>Financial Interests Forms</i> – Cllr. Butcher provided his completed form to the Clerk. There is a query on Cllr. Henwood's, which the Clerk will clarify. b. <i>Pecuniary/Registerable Declarations of Interests</i> – none. The interests of Members' spouse, civil partner, etc. can now be merged with Members' interests if preferred. The Clerk holds the forms, if required. c. <i>Non-Pecuniary/Disclosable Interests</i> – none. d. <i>Declaration of Gifts</i> – Members were reminded they must not accept any gift or hospitality with a value in excess of fifty pounds. 	Clerk
152/2012	Apologies for Absence – Cllr. Hosken (leave) and Cllr. Christophers (ill health).	
153/2012	<u>Resignation</u> – Cllr. Trevan's letter of resignation was read to the Meeting. He and his wife object to the requirement to list his wife's interests on the Financial Interests forms and, by default, the Council's website. He also had issues with the loss of the right to speak as a member of the public.	

	<p>d. PA12/06853, <i>Newton Round, Tremayne, Praze</i> – change of use of designated area to allow for the siting of 4 Yurts and an associated shower and toilet block (non-permanent structures). The site will be well hidden. NO OBJECTION.</p> <p>e. PA12/07488, <i>The Surgery, School Road, Praze</i> – conversion of doctors’ surgery to two dwellings. Members were concerned at the size of the proposed properties, which was felt to be small. There was also concern at the lack of parking, which would mean that there would be parking on the road, near/on the bus stop. Cllr. Jenkin said that she was not sure if the proposal would meet Building Regulations. OBJECT on the grounds of overdevelopment of the site and the lack of parking. Members would be happier with one dwelling.</p> <p>f. PA12/07827, <i>Homestead, Chapel Road, Leedstown</i> – erection of a dwelling. Members were concerned that the new proposal is closer to the neighbouring property and the plans do not show the windows on Mount View. OBJECT on the grounds of over development of the site; there is understood to be problems with flooding, which would be exacerbated by the creation of hard standing; this would be an additional access onto the highway; the proposed dwelling is even closer to the neighbour’s boundary and there will be issues of overlooking to the property at the rear of the site.</p> <p>g. PA12/07862, <i>1 Trerice Fields, Praze</i> – rear extension. NO OBJECTION.</p> <p>h. PA12/07925, <i>Roselyn House and Cottage, The Square, Townshend</i> – conversion of two dwellings and erection of rear extension. Members had concerns that the plans do not show any additional parking, in fact they appear to show a reduction in parking space. OBJECT on the grounds of insufficient parking, but the site could accommodate additional parking. Members wish to point out that this property is right on the junction and on-road parking would be highly undesirable.</p>	
157/2012	<p><u>Other Planning Matters</u> –</p> <p>a. <i>Affordable Housing</i> – Minute 128a/2012 refers. Cllr. Cooke reported that Sanctuary Housing wished to put 30 properties on the site, but Members did not wish to see more than 20. However, the unit price for the land makes this unfeasible.</p> <p>b. <i>Enforcement Issues</i> – Minute 128b/2012 refers.</p> <ul style="list-style-type: none"> • EN12/01075, <i>Rakaia, Crowan</i> – alleged unauthorised upvc windows in a listed building. Case officer, Ms Mandy Smith reports, the owner has been informed that he must replace the windows and is in the process of submitting a LBC application. NFA • EN12/01339 / EN97/00361, <i>Land South of Tremayne Poultry Farm, Old Rail Road, Praze</i> – residential occupation of a caravan. Case officer, Ms Mandy Smith reports she has carried out a site visit and is satisfied that there is no residential use of the caravan on site. NFA <p>However she does believe that there may be a residential use of the building. After Investigation she now knows that this case dates back to an old Enforcement file EN97/00361. An enforcement notice was served and the building should have been demolished however this was not done. She will be sending an Interview under Caution letter to the owner this week and will be seeking legal advice.</p> <ul style="list-style-type: none"> • EN12/01854, <i>Land to Rear of 52 Fore Street, Praze</i> – alleged clearing of land and works to trees without planning permission. Case officer: Ms Mandy Smith. Case closed by CC. NFA • EN12/02287, <i>Crewenna Cottage, Crowan</i> – installation of UPVC windows. New case, reported to CC. • EN12/02288, <i>2 Crowan Cottages, Crowan</i> – installation of UPVC windows. New case, reported to CC. <p>Due to a clerical error an update on four other enforcement complaints was not requested. Deferred to the October Meeting.</p>	

	<p>c. <i>PA10/07894 and PA11/09994, Hr. Cargenwen Farm, Black Rock</i> – Minute 128c/2012 refers. Cllr. Jenkin reported that all the planning applications had been refused, so the enforcement issues can now be progressed.</p> <p>d. <i>CC's Core Strategy</i> – it was RESOLVED to support an initiative from Dr Bernard Deacon and sign an open letter to CC, urging them to rethink their proposal to increase Cornwall's housing stock by 48,000 homes over the next 20 years.</p> <p>e. <i>Planning Protocol</i> – consultation. Deadline is now 28th September 2012. Details emailed previously. The option to speak to a Planning Officer before considering an application has been removed. The Clerk should not be the one to decide on applications, where there has been a difference of opinion with the Planning Officer.</p> <p>f. <i>Renegotiation of S.106 Planning Applications</i> – consultation document on: http://www.communities.gov.uk/publications/planningandbuilding/renegotiationobligationsconsult.</p> <p>g. <i>Planning Enforcement Procedures</i> – Crowan PC had been invited to take part in a Pilot Project, which will run from 1st September to 12th October. The Clerk explained that this applies to new infringements and involves the completion of a lengthy form. Members did not wish to participate.</p> <p>h. <i>Listed Building Consents</i> – this consultation is seeking views on the options for changing the system of listed building consents. http://www.culture.gov.uk/images/consultations/Condoc_improving_listed_buildings_consent.pdf</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
158/2012	<p><u>Planning Permission Granted by Cornwall Council</u> – information only.</p> <p>a. <i>PA12/03962, Bolankan Farm, Crowan</i> – conversion of two barns into a holiday let and change of cartilage useage from agricultural to domestic.</p> <p>b. <i>PA12/06648, Barrons Court, Praze</i> – alterations to existing dwelling comprising replacement rendering of the external walls, alteration to the roof on the north elevation, extension to sun room and construction of paved terrace with concrete balustrade.</p> <p>c. <i>PA12/06762, The Dairy, Tremayne, Praze</i> – LBC for the conversion fo store room to ancillary bedroom and retention of shower room.</p>	
159/2012	<p><u>Planning Permission Refused by Cornwall Council</u> – information only.</p> <p>a. <i>PA12/01662, Plot adj. Woodpecker Lodge, Clowance, Praze</i> – construction of dwelling house and garage and associated works.</p>	
160/2012	<p><u>Planning Applications, which have been Withdrawn</u> – information only.</p> <p>a. <i>PA12/04506, Great Drym Farm, Praze</i> – installation of a single 55kW wind turbine, access and associated works.</p> <p>b. <i>PA12/07265, Church House, Crowan</i> – refurbishment of existing walls, windows, doors, stairs, kitchen ceilings electrics for plumbing, i.e. new boiler. Alterations to remove existing partition wall between kitchen/diner.</p>	
161/2012	<p><u>Highway Matters</u> –</p> <p>a. <i>Traffic Management</i> – CC is reviewing its policy for the support of traffic management at community and other events. The Clerk reported that the Remembrance Service would not be affected, but Members were concerned about the impact on the likes of Praze Carnival. Cllr. Roberts will take this to the Cricket Club.</p> <p>b. <i>B3280, Townshend Speed Limit Review</i> – CC proposes to extend the 30mph speed limit at either end of Townshend.</p>	<p>Cllr. Roberts</p>
162/2012	<p><u>Standing Committees</u> –</p> <p>a. <i>Amenities Committee (AC)</i> – no meeting held.</p> <ul style="list-style-type: none"> • <i>Land Registration</i> – The Plan, Praze; Nancegollan playing field and Nancegollan village green have now been registered with the Land Registry in the Parish Council's name. 	

	<p>It was RESOLVED to apply to upgrade the possessory title of the triangular piece of land, by Nancegollan Playing Field to an absolute title at a cost of £40.</p> <ul style="list-style-type: none"> • <i>Praze Football Club</i> – it was RESOLVED to permit the Club to use the Nancegollan Playing Field, when available. Copy of their insurance cover was provided. • <i>Children's Play Area, Praze</i> – the fence needs urgent repairs. It was RESOLVED to accept a quotation to replace the fence with weld mesh at a cost of £928 + VAT. <p>b. <i>Public Rights of Way (PROW) Committee</i> – Meeting held on 23rd August, but did not have a quorum.</p> <ul style="list-style-type: none"> • Cllr. Henwood expressed his concern that it is the responsibility of the landowner to provide a board walk. It was RESOLVED to accept a quotation of £746 to provide a board walk on PROW/207/16. Cllrs. Henwood and Tripp objected. • Noted the email address for any issues relating to the countryside or PROWs has been changed. Now: countryside@cormacltd.co.uk. 	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
163/2012	<p><u>Parish Organisations</u> –</p> <p>a. <i>Leedstown Village Hall</i> – in the absence of Cllr. Christophers there was no report.</p> <p>b. <i>Nancegollan Village Hall</i> – Cllr. Tripp reported on issues with the accounts.</p> <p>c. <i>Praze Institute</i> – Cllr. Jenkin reported there is a meeting next week.</p> <p>d. <i>Townshend Village Hall</i> – Mr Chris Trevan's advises the Townshend Village Hall AGM is on 20th September 2012, at 19.30pm. A replacement representative Trustee on the Management Committee is needed.</p> <p>e. <i>Crowan School</i> – Cllr. Butcher reported the children are settling back into the new term.</p>	
164/2012	<p><u>The Plan, Praze</u></p> <p>a. <i>Subsidence</i> – Minute 133b/2012 refers. Cllr. Cooke had met with SW Water's Engineer on site. The plans show a "surface water" pipe running about at the point The Plan has subsided. Mr Mark Jacob, SW Water reported that the CCTV survey did not find a problem and they are of the opinion that it is not their pipework which is causing the subsidence. They did, however, find an underground manhole cover and will take the opportunity to raise this to surface level. Referred to the Amenities Committee.</p> <p>Cllr. Jenkin asked the AC looks at the whole of The Plan surface and the number of trees on the site.</p> <p>b. <i>Public Conveniences</i> – Minute 146a/2012 refers. The meeting between Cllrs. Cooke, Jenkin and Ms Aisha Blake, CC did not materialise. Cllr. Jenkin said a report is being prepared and she has requested a copy. The survey, carried out by Cormac Solutions Ltd., was circulated previously.</p>	<p>Clerk</p> <p>Clerk</p> <p>Cllr. Jenkin</p>
165/2012	<p><u>Financial Matters</u></p> <p>a. <i>Accounts for Payment</i> – schedule No.2012/13-05 to a value of £4,338.39 was APPROVED for payment, including the grant to Praze Youth Football Club, as set out in Minute 165e/2012 below.</p> <p>Mrs Paula Cooke had given the Nancegollan Changing Rooms a thorough clean for which Members were very grateful. Clerk to send a letter of thanks</p> <p>The Clerk reported she had spoken to Ms Styles of Crowan PCC, regarding the length of grass in Crowan churchyard. There had been problems with the weather and the ill health (earlier in the season) of the contractor, Mr Johns. He is paid £40 per cut to maintain the new section at a frequency of every 2-3 weeks. The old section is maintained by volunteers and the hedge in the new section is cut by another volunteer.</p>	<p>Clerk</p>

	<p>b. <i>Budget Monitor</i> – a copy was circulated at the Meeting.</p> <p>c. <i>Bank Signatories</i> – Minute 134c/2012 refers. Cllr. Cooke reported he has yet to submit the documents to add his name to the list of bank signatures.</p> <p>d. <i>Insurance Renewal</i> – Minute 134e/2012 refers. Cllr. Hosken had provided the Clerk with a list of issues which need addressing. Referred to the Amenities Committee and the Clerk to deliver a report, outlining the issues.</p> <p>e. <i>Grants and Charity Requests</i> –</p> <ul style="list-style-type: none"> • <u>Praze Youth Football Team</u> – Minute 134f/2012 refers. Members CONFIRMED their decision to make a grant of £50 to this organisation. • <u>Cornwall County Playing Fields Assoc.</u> – Members declined to make a grant towards the work of the CCPFA. <p>f. <i>Audit Commission</i> – the accounts for 2011/12 have been certified by the Audit Commission and signed off.</p> <p>g. <i>External Auditor</i> – Grant Thornton UK LLP has been appointed as external auditor to audit the Parish Council's annual return from 2012/13 onwards.</p>	<p>Cllr. Cooke</p> <p>Clerk</p> <p>Information</p>
166/2012	<p><u>Administration</u></p> <p>a. <i>Crowan Website</i> –</p> <ul style="list-style-type: none"> • <u>Number of 'Hits'</u> – there were 48 'unique' visitors, who went to the site 74 times, compared to the previous month when 49 'unique' visitors went to the site 67 times. • <u>CVs</u> – Cllr. Henwood was reminded of the need to provide his CV. <p>b. <i>Review of Polling Districts and Places</i> – the draft review proposes using Little Beebles, Crowan School instead of the Cricket Pavillion. Cllr. Butcher will check this with the School.</p> <p>c. <i>Notice Boards</i> – now installed at Praze, Crowan and Nancegollan. Cllr. Muriel proposed 'renting' some advertising space on the boards. Referred to the Amenities Committee.</p> <p>d. <i>Remembrance Service</i> – Sunday, 11th November 2012. The Clerk reported she had taken the following action:</p> <ul style="list-style-type: none"> • <u>Invitations</u> – had been sent to local organisations and the Pipers. Cllr. Butcher said, unfortunately, his son would not be available to play the pipes. • <u>Wreath</u> – ordered. • <u>Section 8 Officers</u> – Mr Webb had been asked to act in this capacity. • <u>Road Closure Order</u> – had been obtained and advertised. <p>Cllr. Cooke is unable to attend. Cllr. Muriel will represent the Parish Council.</p>	<p>Cllr. Henwood</p> <p>Cllr. Butcher</p> <p>Clerk</p> <p>Cllr. Muriel</p>
167/2012	<p><u>Documentation</u> –</p> <p>a. <i>Cornwall Together</i> – countywide group that aims to negotiate cheaper fuel prices with energy providers. To register to: www.cornwalltogether.com.</p> <p>b. <i>Draft Sustainable Energy Plan (SEAP)</i> – consultation document (copy circulated via email). Deadline extended to 14th September 2012.</p> <p>c. <i>Discretionary Business Rates</i> – consultation document. Details previously emailed to the hall representatives.</p> <p>d. <i>ReZolve Training Schemes for Young People</i> – work placements are now open as part of a new initiative to motivate 16–19 year olds who are currently unemployed and not undertaking any training. Contact is Kerrina on 01208 265934, email training@rezolve.org.uk.</p> <p>e. <i>Sport Makers</i> – volunteers are sought to 'organise and lead community sporting activities'. For more information visit: www.sportmakers.co.uk.</p> <p>f. <i>CC Website</i> – Members are invited to participate in 'consumer testing' CC's website. Details emailed previously.</p>	

	<p>g. <i>Devolution and Asset Transfer from CC</i> – consultation on the proposed procedure. Deadline 1st October 2012.</p> <p>h. <i>Ancient Tree Forum</i> – newsletter nos.9 and 14. Can be emailed on request.</p>	
168/2012	<p><u>Diary Dates</u> –</p> <p>a. <i>Council Meetings</i>:</p> <ul style="list-style-type: none"> • <u>Full Council Meeting</u> – 11th October 2012. • <u>Amenities Committee Meeting</u> – 27th September 2012. • <u>PROW Committee Meeting</u> – 20th September 2012. The Clerk tendered her apologies. <p>b. <i>Cornwall Community Flood Forum's 1st Conference</i> – Friday, 21st September, St Austell One Stop Shop, 10am – 3.30pm. Booking essential.</p> <p>c. <i>Cornwall Conversation Meetings</i> – opportunity to meet with the Leader and CC's Cabinet, 2nd October, 7pm – 9pm: Camborne One Stop Shop.</p> <p>d. <i>Licensing Training Seminars</i> – numbers required for the following (previously circulated via email):</p> <ul style="list-style-type: none"> • 12th September 2012, 7pm, Committee Room (GW02/03), Camborne • 20th September 2012, 7pm, Trelawney Room, New County Hall <p>e. <i>Clean Cornwall Week</i> – 15th to 23rd September 2012. To register your event date, contact Stef Tiplady on info@cleancornwall.org or 07530-262428.</p> <p>f. <i>Human Rights, Human Lives</i> – series of free workshops around the county. Appropriate for staff, volunteers and service users who provide services for, or support vulnerable adults. This includes Parish Councils. Booking information: training@cornwallrcc.org.uk.</p>	
169/2012	<p><u>Information Only / Items for Future Agendas</u> –</p> <p>a. None.</p>	
170/2012	<p><u>Closed Session</u> – in view of the special/confidential nature of the business about to be transacted, it was RESOLVED that it is advisable in the public interest that the press and public be temporarily excluded and they were instructed to withdraw.</p>	
171/2012	<p><u>Casual Vacancy</u> – no potential candidate had come forward to fill the casual vacancy in the Praze Ward. Following Cllr. Trevan's resignation there will shortly be a vacancy to fill in the Leedstown Ward, too.</p>	
172/2012	<p><u>Contract No.1</u> – Members considered a request from the contractor for an increase in the tender price, to allow for a longer, more thorough cut. Cllr. Cooke reported that the contractor is now taking approx $\frac{3}{4}$ to 1 hour longer to cut the grass, resulting in an improvement to the pitch standard. The Clerk advised that the current price is £105+VAT. The proposed increase would bring the tender price to the same level as that paid to the former contractor.</p> <p>It was RESOLVED to accept the revised price of £85 per cut for the Nancegollan playing field and £60 for Leedstown (£145 in total) with effect from 13th August 2012. The Clerk to advise IRS.</p>	Clerk

Signature: (Cllr. Cooke)
Chairman

Date: 11th October 2012