

# Crowan Parish Council

## MINUTES OF THE FULL COUNCIL MEETING

### HELD IN THE PARISH ROOMS, CROWAN

### ON THURSDAY, 13<sup>th</sup> DECEMBER 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. Cooke (Chairman) Cllr. Dr. Jenkin (PC/CC) Cllr. Smith	Cllr. Butcher Cllr. Mrs Muriel Cllr. Tripp	Cllr. Henwood Cllr. Roberts Cllr. Webb
In Attendance:	Mrs Thompson (Clerk)		
Apologies:	Cllr. Keeling (CC)	Cllr. Blewett	Cllr. Christophers
	Cllr. Ward		

Minute	AGENDA ITEMS	Action
	<u>Prayers</u> – led by the Chairman.	
	<p><u>Chairman's Welcome and Public Forum</u> – the Chairman welcomed Cllrs. Smith and Webb to their first Meeting, as Members; and the members of the public present.</p> <p>Mr &amp; Mrs Pearce enquired if there had been any progress with PROW/207/124. Cllr. Jenkin advised that CC is waiting for quotes. Mrs Pearce said there had been another release of contaminated water in November. Mr Pearce said that material had been dumped on top of the hedge, which has damaged the vegetation. Cllr. Cooke will pursue.</p> <p>Ms Liz Williams expressed her concerns about the planning application (220a/2012). She provided a copy of the letter she had sent to CC (on file).</p> <p>Mr Horne attended to hear the debate, regarding his planning application (220e/2012).</p>	Cllr. Cooke
214/2012	<u>Closed Session</u> – no longer needed at this stage of the Meeting.	
215/2012	<u>Casual Vacancy, Leedstown Ward</u> – item deferred to the end of the meeting.	
216/2012	<p><u>Members' Declarations:</u></p> <p>a. <i>Pecuniary/Registerable Declarations of Interests</i> – none.</p> <p>b. <i>Non-Pecuniary/Disclosable Interests</i> – Cllr. Jenkin in Helston Folk Museum as she serves on the community which is running it.</p> <p>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.</p> <p>d. <i>Dispensations</i> – the Clerk reported she had attended training on the new Code of Conduct but there is still some confusion, regarding the need (or otherwise) for dispensations in respect of points 1 and 3 below. She is seeking clarification.</p> <p>1. <u>Parish Rooms</u> –</p> <p>2. <u>Nancegollan Village Hall and Cemetery</u> – it was <b>RESOLVED</b> to grant a dispensation to all Members as property holding trustees. The Clerk to advise CC.</p> <p>3. <u>Leedstown Playing Field</u> –</p>	Clerk
217/2012	<u>Apologies for Absence</u> – Cllrs. Christophers (ill health); Blewett and Ward (work commitment). County Cllr. Keeling.	

218/2012	<p><u>Outside Bodies</u> –</p> <p>a. <i>Police</i> – PCSO Saddler spoke to her written report (copy on file). She explained that she hopes to attend Members’ meetings at least twice p.a. She was asked if something could be done about the parking in the Square in Leedstown. She explained the difficulties, but will liaise with her colleagues to seek an improvement. The impact of the new Police Commissioner is not yet known.</p> <p>b. <i>Cornwall Council</i> – limited to 5 minutes each.</p> <ul style="list-style-type: none"> <li>• <u>Cllr. Keeling</u> – reported, through the Clerk, that he is happy to discuss any of the planning applications with Members.</li> <li>• <u>Cllr. Jenkin</u> – spoke to her written report (copy on file). Cllr. Butcher asked what action is being taken about the flood in Praze. He asserted that nothing had been done by Cornwall Council. Cllr. Webb said the river was blocked in two places. There was some discussion on the necessity of creating a Flood Plan.</li> </ul>	
219/2012	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 8<sup>th</sup> November 2012, <b>AGREED</b> as a true record.</p> <p>b. <i>PROW Committee Meeting</i> – 15<sup>th</sup> November 2012, <b>AGREED</b> as a true record.</p> <p>c. <i>Amenities Committee Meeting</i> – 21<sup>st</sup> November 2012, <b>AGREED</b> as a true record.</p>	
220/2012	<p><u>Planning Applications Received</u> –</p> <p>a. <i>PA12/07937, Nancegollan Mine, An Vounder Goth, Nancegollan</i> – construction of dwelling and associated works. <b>OBJECT</b>, on the grounds that the railway acts as a boundary line and the site, therefore, has no connection with the village. The property is significantly visible and over large. The access is poor. There was some concern about possible contamination on the old mine site and that any run-off or flood water could impact on the water supply of neighbouring properties, with possible sewage contamination from the septic tank. Furthermore the proposal to hedge off part of the field would have implications for the adjoining footpath.</p> <p>b. <i>PA12/09029, Deli on the Square, 5 The Square, Praze</i> – construction of rear extension and alterations to village shop. The plans had not been received by Cllr. Blewett, so Members were unable to comment.</p> <p>c. <i>PA12/10397, Hr. Cargenwyn Farm, Black Rock</i> – conversion of barn and construction of extension to form dwelling and associated works. Cllr. Roberts reported that there is a lot going on, on the site. The footprint will be the same and the applicant says there is no addition in height, but this was debateable. The site is very prominent, being on the top of the hill. <b>OBJECT</b>, on the grounds that it is over development of the site; it was also felt that the height has almost certainly increased (though it is difficult to tell from the plans).</p> <p>d. <i>PA12/10575, 15 Carwynnen Close, Praze</i> – erection of extension. The plans had not been received by Cllr. Jenkin, so Members were unable to comment. Unfortunately, the plans were not available CC’s website.</p> <p>e. <i>PA12/10870, Crenver Count House, Crenver Grove, Praze</i> – erection of a single storey extension. The plans had not been received by Cllr. Blewett, so Members were unable to comment. It was <b>RESOLVED</b> to give delegated powers to Cllrs. Blewett and Muriel to deal with this matter and notify the Clerk of their decision.</p> <p>f. <i>PA12/11215, 72 Fore Street, Praze</i> – erection of a single storey rear extension. <b>NO OBJECTION.</b></p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Cllrs. Blewett / Muriel</p> <p>Clerk</p>
221/2012	<p><u>Standing Committees</u> –</p> <p>a. <i>Amenities Committee (AC)</i> – meeting held on 21<sup>st</sup> November 2012.</p>	

	<ul style="list-style-type: none"> <li>• <u>Leedstown Playing Field</u> – it was <b>RESOLVED</b> to support the proposal from the AC that we apply to Cornwall Council for the Leedstown Playing Field to be acquired by Crowan PC at no cost. Cllr. Jenkin abstained and Cllr. Roberts voted against.</li> <li>• <u>Leedstown Swings</u> – it was <b>RESOLVED</b> to accept the quotation for the provision of additional swings for the older children, at a cost of £758.30+VAT. The Clerk to advise Leedstown Playing Field Committee of the decision, as they had made a donation of £652 towards this project.</li> <li>• <u>Nancegollan Swings</u> – it was <b>RESOLVED</b> to accept the quotation to supply and install a replacement swing at a cost of £87+VAT.</li> <li>• <u>Health &amp; Safety</u> – Members to receive a copy of the Christmas Lights Committee's insurance certificate, electricity safety certificate and risk assessment for: <ul style="list-style-type: none"> <li>• <i>The Plan, Praze</i> – nothing had been received from the Committee. Cllr. Smith and Webb advised that the documents had been posted to the Clerk.</li> <li>• <i>Nancegollan</i> – for lights placed on Parish Council property. Copies of the risk assessment and insurance schedule had been received (in the risk assessment file) and were checked by Cllr. Henwood.</li> </ul> <p>The Clerk to agenda the above items earlier in 2013.</p> <li>• <u>Water Leak</u> – the leak outside the Parish Rooms had been reported to SW Water, who advised it will be repaired shortly. Log no. 2264144.</li> <li>• <u>Trevoole</u> – it appears that the land does not meet the criteria to permit designation as a village green. No further action.</li> <li>• <u>Parish Rooms</u> – the Clerk reported that when the water heater had been switched on, the lights had flickered. As the electricians had been checked, it was thought this was not a problem.</li> <li>• <u>Tenders</u> – Cllr. Henwood will assist the Clerk with drawing up the tender letters for works to the trees on The Plan, Praze and timber repairs on Nancegollan and Leedstown playing fields.</li> </li></ul> <p>b. <i>Public Rights of Way (PROW) Committee</i> – Meeting held on 15<sup>th</sup> November</p> <ul style="list-style-type: none"> <li>• <u>PROW Membership</u> – Cllr. Frank Webb had been co-opted to the PROW Committee and Cllr. Smith was co-opted at this meeting.</li> <li>• <u>Budget 2013/14</u> – Minute PR49/2012 refers. Details of the PROW grant from CC had not been received (since to hand), but it is understood that it will not be less than that for 2012/13. The Clerk to enquire what the grant will be next year.</li> </ul>	<p>Clerk</p> <p>Clerk Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Cllr. Henwood</p> <p>Clerk</p>
222/2012	<p><u>Public Conveniences, Praze</u> – Minute 204/2012 refers. It was <b>AGREED</b> to open the WCs when the Youth Bus visits Praze. Cllr. Webb will borrow the keys from Mr Kitto and get a set copied for this purpose.</p>	Cllr. Webb
223/2012	<p><u>Financial Matters</u></p> <p>a. <i>Accounts for Payment</i> – schedule No.2012/13-08, to a value of £1,366.12 was <b>APPROVED</b> for payment.</p> <p>The Clerk to request the PROW Contractor to submit his remaining invoices.</p> <p>b. <i>Budget Monitor</i> – included in the Draft Budget (227c/2012 refers).</p> <p>c. <i>2013/14 Budget</i> – Members discussed the draft document (previously circulated). The Clerk to provide a revised copy of the agreed budget to all Members.</p> <p><u>Helston Folk Museum</u> – Cllr. Jenkin spoke on this subject, with the permission of the Chairman. It was <b>AGREED</b> to consider this further in the 2013/14 financial year.</p> <p><u>Seagull Proof Refuse Sacks</u> – no further action.</p>	<p>Clerk</p> <p>Clerk</p>

	<p>It was unanimously <b>RESOLVED</b> to set the precept at £36,000 for 2013/14. The Clerk to advise Cornwall Council.</p> <p>d. <i>Bank Signatories</i> – Minute 205c/2012 refers. Barclays Bank had advised that Cllr. Cooke had been added to the list of bank signatures.</p> <p>e. <i>Income Vouchers</i> – to be initialled in future, by those signing cheques.</p> <p>f. <i>Grants and Charity Requests</i> – Members considered the following requests:</p> <ul style="list-style-type: none"> <li>• <u>Cornwall Schools Cricket Assoc.</u> – it was <b>AGREED</b> not to make a grant to support two local youths to join the cricket tour to the West Indies in April 2013, on this occasion.</li> <li>• <u>Cornwall Schools Cricket Assoc.</u> – it was <b>AGREED</b> not to place an advertisement in the official West Indies Tour brochure.</li> </ul>	<p>Clerk</p> <p>Clerk</p>
224/2012	<p><u>Administration</u></p> <p>a. <i>Crowan Website</i> –</p> <ul style="list-style-type: none"> <li>• <u>Number of ‘Hits’</u> – there were 49 ‘unique’ visitors, who went to the site 70 times, compared to the previous month when 54 ‘unique’ visitors went to the site 72 times.</li> <li>• <u>CVs</u> – Cllr. Henwood to provide their CVs.</li> </ul>	<p>Cllr Henwood</p>
225/2012	<p><u>Documentation</u> –</p> <p>a. <i>Clerks &amp; Councils Direct</i> – November 2012.</p> <p>b. <i>Mining Landscape World Heritage Site</i> – Management Plan 2013-18.</p> <p>c. <i>Cornwall AONB</i> – newsletter can be emailed on request.</p> <p>d. <i>Christmas Waste Collections</i> – previously circulated via email.</p> <p>e. <i>Cornwall Rural Highways Best Practise</i> – consultation document, deadline 14<sup>th</sup> December 2012. Previously circulated via email.</p>	
226/2012	<p><u>Diary Dates</u> –</p> <p>a. <i>Council Meetings</i>:</p> <ul style="list-style-type: none"> <li>• <u>Full Council Meeting</u> – 10<sup>th</sup> January 2013.</li> <li>• <u>Amenities Committee Meeting</u> – Wednesday, 23<sup>rd</sup> January 2013.</li> <li>• <u>PROW Committee Meeting</u> – Thursday, 17<sup>th</sup> January 2013.</li> </ul> <p>b. <i>Clerk’s Leave</i> – 21<sup>st</sup>, 24<sup>th</sup>, 27<sup>th</sup>, 28<sup>th</sup> and 31<sup>st</sup> December 2012.</p> <p>c. <i>Community Buildings</i> – free event aimed at reducing the costs of running a community hall. 18<sup>th</sup> December 2012, 12.00 – 16.30, Roche Victory Hall. Previously circulated via email.</p>	
227/2012	<p><u>Information Only / Items for Future Agendas</u> –</p> <p>a. <i>The Chronicle</i> – Cllr. Muriel will mention regularly that the Parish Rooms are available for hire.</p>	
228/2012	<p><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.</p>	
229/2012	<p><u>Affordable Housing</u> – Minute 198a/2012 refers. Revised layout previously circulated for Members’ consideration. Cllr. Cooke explained that a number of concerns, voiced by Members, had now been addressed. Twenty-four dwellings are necessary for the development to be viable. Members generally approved the changes. Clarity on the car parking provision is needed. It was <b>RESOLVED</b> that Cllr. Cooke will liaise with Mr Jody Jeffrey, CC and request a meeting with the developers on 10<sup>th</sup> January 2013, to discuss design options, i.e. style, façade to be followed by a public meeting in February.</p>	<p>Cllr. Cooke</p>

215/2012	<p><u>Casual Vacancy, Leedstown Ward</u> – Mr James was unable to attend, due to ill health. It was <b>RESOLVED</b> to co-opt him, in his absence, to fill the vacancy in the Leedstown Ward. Mr James to be asked to sign his Acceptance of Office form at the January meeting and to complete a Financial Interests form. He will be asked to email the Clerk with his CV and photograph for the website. The Clerk to provide him with a copy of the Code of Conduct and accompanying guidelines. The Clerk to inform County Council.</p> <p>It was <b>AGREED</b> that Cllrs. Smith and Webb would be added to the list of those who deal with planning applications.</p>	Clerk Clerk
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Signature: ..... (Cllr. Cooke)  
Chairman

Date: 10<sup>th</sup> January 2013