

Crowan Parish Council

MINUTES OF THE FULL COUNCIL MEETING

HELD IN THE PARISH ROOMS, CROWAN

ON THURSDAY, 14th MARCH 2013 @ 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. Christophers Cllr. Dr. Jenkin (PC/CC) Cllr. Tripp	Cllr. Blewett Cllr. Henwood Cllr. Mrs Muriel Cllr. Webb	Cllr. Butcher Cllr. James Cllr. Smith
In Attendance:	Mrs Thompson (Clerk)		
Apologies:	Cllr. Roberts	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 those present, with a particularly warm welcome to Mr and Miss Pearce and Mr Ian Tessier and Mr Eric Bray.</p> <p>Mr Pearce spoke regarding PROW/207/124. He said damage had been caused, during Phase 2 of the project. It was not clear who was responsible.</p> <p>Mr Ian Tessier spoke on behalf of himself and his neighbours regarding item 41a/2013. He explained that 8 properties backing onto the site had no objection, but there was one resident, whose garden does not abut the site, who does object. However, they do not want a storage facility too close as they fear it could attract vermin. They also have concerns about the access. The proposal to infill would bring it into line with adjoining areas. Those with gardens adjacent to the site had ambitions to purchase the land for recreational use.</p> <p>Mr Eric Bray, lives near the railway bridge and said that it was being used as a dumping ground. He thought this application would improve the area.</p>	
037/2013	<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> – none.</p> <p>c. <i>Declaration of Gifts</i> – Members were reminded they must declare any gift or hospitality with a value in excess of fifty pounds.</p> <p>d. <i>Dispensations</i> – no requests for dispensations had been received.</p>	
038/2013	<u>Apologies for Absence</u> – Cllrs. Roberts and Ward (work commitment); Cllr. Keeling (clash of meetings).	
039/2013	<p><u>Outside Bodies</u> –</p> <p>a. <i>Police</i> – Minute 22a/2013 refers. PC Richard Wearne sent his apologies and a written report (copy on file). The Clerk reported that PCSO Paul Whitford had been assigned the Helston North Beat, still working alongside PC Richard Wearne and PCSO Jon Bell for Porthleven. He hopes to attend a future meeting.</p> <p>b. <i>Cornwall Council</i> – limited to 5 minutes each.</p> <ul style="list-style-type: none"> • <u>Cllr. Keeling</u> – his written report is available to view on his website. • <u>Cllr. Jenkin</u> – was not present at this point, but sent a written report. <p>c. <i>Helston & The Lizard Community Network</i> – meeting scheduled for 17th April 2013, 6-8pm. Venue Mawgan Village Hall. The topic is 'Transport'.</p>	

040/2013	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 14th February 2013. Minute 28b(ii), Praze WCs, was amended to read: “It was RESOLVED to pursue acquisition of the freehold for £1, plus our legal costs, subject to clarification regarding the works to upgrade the building.” With this amendment, the Minutes were AGREED as a true record.</p> <p>b. <i>Amenities Committee (AC) Meeting</i> – no meeting held.</p> <p>c. <i>Public Rights of Way (PROW) Committee Meeting</i> – no meeting held.</p>	
041/2013	<p><u>Planning Applications Received</u> –</p> <p>a. <i>PA13/00129, Bargas Farm, Nancegollan</i> – infilling of redundant rail cutting to create amenity land and farm storage area. Cllr. Smith reported he and Cllr. Blewett had visited the site. He concurred with the points made by Mr Tessier and Mr Bray. It was felt that the proposal could only enhance the area, but there was concern about the proposal for a farm storage area – it was not clear what this meant. Looking at the plan the planned storage would mean that three properties would be unable to use the land for additional garden space. The proposed access will be across a footpath. Cllr. Cooke reported the case officer was seeking clarification on what is meant by ‘farm storage area’ and on the access during and after the development. OBJECT on the grounds that the application lacks detail. Members would like details on the future use of the site, the design and dimensions of the storage unit and the permanent access onto the highway. The Clerk to inform Cllr. Keeling.</p> <p>b. <i>PA13/01214, Hr. Poleo, Praze</i> – variation of condition 10 in respect of decision notice PA09/01120 (for the conversion and extension of existing barns to form three dwellings, installation of septic tank and repositioning of existing static caravan for use as farm office) for a minor material amendment to alteration of foul drainage. NO OBJECTION.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
042/2013	<p><u>Other Planning Matters</u> –</p> <p>a. <i>Outstanding Enforcement Issues</i> – Minute 25a/2013 refers.</p> <ul style="list-style-type: none"> • <i>EN12/02935, Hillcrest, Trevoole</i> – provision of new building on site. Case officer, Mrs Mandy Smith reported she has had a meeting with the Agent dealing with this site. He informed her that he intends to submit a Certificate of Lawfulness for the existing use of two caravans and for the use of the site itself. These should be submitted within the next two months. Should these be approved the agent then intends to work on tidying the site up this may include the use of the portacabin type buildings which have been brought onto the site. She has diarised it to check the applications have been submitted for the beginning of April. <p>b. <i>Closed Enforcement Issues</i> – the following cases had been closed by CC:</p> <ul style="list-style-type: none"> • <i>EN08/00387, Land Opposite 46 Praze Road, Leedstown</i> – possible removal of a caravan on the site. The Officer, Mrs Mandy Smith, reports she has spoken to the owner of the caravan stationed on the land. He has confirmed that the caravan will be used as a site office / rest room and will be removed from the site on completion of the build. She has visited the site on a number of occasions over the last few months and had seen no evidence of any residential use. • <i>EN12/03082, Honeymoon Cottage, Trenerth Road, Leedstown</i> – alleged unauthorised conversion of garage to separate residential unit of accommodation. Case officer, Mrs Mandy Smith, reports case closed ‘deemed consent’. • <i>EN13/00084, Clowance House, Praze</i> – alleged unlawful works to a listed building. Case officer, Mrs Mandy Smith, reports case closed as no breach found. • <i>EN12/01075, Rakaia, Crowan</i> – alleged unauthorised upvc windows in listed building. Case closed, ‘not expedient’. 	

	<ul style="list-style-type: none"> • <i>EN12/02287, Crewenna Cottage, Crowan</i> – installation of UPVC windows. Case closed, ‘not expedient’. • <i>EN12/02288, 2 Crowan Cottages, Crowan</i> – installation of UPVC windows. Case closed, ‘not expedient’. <p>c. <i>New Enforcement Issues</i> –</p> <ul style="list-style-type: none"> • <i>EN13/00235, Clowance Walled Garden, Praze</i> – alleged breach of Condition 9 of reference W2/PA09/01639/F, demolition of Swiss Cottage. <p>d. <i>W2/EN09/00476, Higher Cargenwen Farm Black Rock</i> – erection of a barn for cattle feed storage and winter housing and rebuilding of feed mill/animal stalls and tractor shed not in accordance with the approved plans (Decision Notice Number PA08/01139/F dated 15 August 2008). An appeal has been made against CC’s decision to refuse this application.</p> <p>e. <i>Public Consultation</i> – Monday 11th March to Monday 22nd April 2013. Details previously emailed. A hard copy is held by the Clerk. Members were urged to give this their attention: www.cornwall.gov.uk/localplancornwall.</p> <ul style="list-style-type: none"> • <u>Cornwall Local Plan: Strategic Policies Pre-submission</u> – contains CC’s planning policies and proposals to direct, manage and influence development over the period to 2030. • <u>The Draft Gypsy and Travelling Communities Strategy and Delivery Plan</u> – provides the evidence base for the Draft Local Plan policy for Gypsies and Travellers, including identification of pitch requirements to 2020 and sets out CC’s priorities for delivery of sites. • <u>The Community Infrastructure Levy (CIL) Preliminary Draft Charging Schedule</u> – forms the first formal step towards adopting a CIL for Cornwall. 	All Members
043/2013	<p><u>Planning Permission Granted by Cornwall Council</u> – information only.</p> <p>a. <i>PA12/10397, Higher Cargenwen Farm, Black Rock</i> – conversion of barn and construction of extension to form dwelling and associated works.</p> <p>b. <i>PA12/11555, Roses Farm, Black Rock</i> – formation of new vehicular access.</p> <p>c. <i>PA12/11961, Valhalla, Carwynnen</i> – side extension to south and raising of ridge incorporating a gabled dormer to west for accommodation in the loft.</p>	
044/2013	<p><u>Standing Committees</u> –</p> <p>a. <i>Public Rights of Way (PROW) Committee</i> – meeting scheduled for 18th April</p> <p>b. <i>Amenities Committee (AC)</i> – meeting scheduled for 27th March 2013.</p>	
045/2013	<p><u>Parish Organisations</u> – Clerk’s covering letter refers. Mr Danny Pearce, Sita advised that CC had instructed them to remove the free recycling facilities from the village hall sites. Cllr. Cooke had tried, unsuccessfully, to organise a meeting. He will pursue.</p> <p>Members received an update on the following:</p> <p>a. <i>Leedstown Village Hall</i> – Cllr. Christopher said things are going well. A Mother and Toddler Group is planned. There had been no further problems with condensation. The AGM will be held on Friday, 12th April at 7.30pm.</p> <p>b. <i>Nancegollan Village Hall</i> – Cllr. Tripp reported that support for the hall has dwindled, but it is hoped this can be reversed.</p> <p>c. <i>Praze Institute</i> – Cllr. Smith reported a coffee meeting is planned for this coming Saturday, to show off the refurbishment work done so far. The hall is to be redecorated.</p> <p>d. <i>Townshend Village Hall</i> – Cllr. James advised he had been unable to attend the last meeting, so there was no report.</p> <p>e. <i>Crowan School</i> – Cllr. Butcher reported he had resigned, for family reasons. Cllr. Webb indicated his willingness to take his place. The Clerk to approach the school.</p>	Cllr. Cooke Clerk

	f. <i>Leedstown School</i> – Cllr. James reported they are progressing towards joining the Penwith Education Trust.	
046/2013	<p><u>Asset Acquisition</u> – Minute 28b/2013 refers. Members received an update, regarding acquisition from CC of the following:</p> <p>a. <i>Leedstown Playing Field</i> – Mr Jonny Alford, CC Estates Manager advised his team needs to draft a short report to get approval for the transfer. Following this they will draft the instructions to CC’s legal team, who will then review deeds, title documents, etc. to produce a transfer contract for Members’ to review. They will action this as soon as possible but their priority is the transfer of WCs throughout the county.</p> <p>b. <i>Praze Public Conveniences</i> – Cornwall Council had closed the WCs, w.e.f. 5th March 2013, because of a health risk from asbestos. Removal of the asbestos is provisionally scheduled for removal between 15th and 17th April 2013. Further discussion was deferred to the closed session.</p>	
047/2013	<p><u>Administration</u></p> <p>a. <i>Crowan Website</i> –</p> <p>i. <u>Number of ‘Hits’</u> – there were 77 ‘unique’ visitors, who went to the site 159 times, compared to the previous month when 60 ‘unique’ visitors, went to the site 77 times.</p> <p>ii. <u>Email Address</u> – Cllr. James will provide the Clerk with his email address for publication as soon as possible.</p> <p>b. <i>Affordable Housing</i> – Minute 31b/2013 refers. Members considered Cllr. Cooke’s report (copy previously circulated) following the public consultation event held in Leedstown Village Hall on Monday 25th February 2013. Concern was expressed about the lack of affordable housing to buy. Having them all for rent does not meet the needs identified in the Crowan Housing Survey. It is understood that Sanctuary Housing had withdrawn from the scheme, but talks are going ahead with an alternative provider. The other point, many residents raised, was concern with the low water pressure in the village. Cllr. Cooke said two site meetings had been held with SW Water. They had undertaken to take pressure readings over the coming month and provide details to Members. No further action can be taken until an alternative to Sanctuary Housing is found. The Clerk to seek an update from Mr Jody Jeffrey.</p> <p>Mention was made about the development on the former Leedstown allotments, which is now up for sale.</p> <p>c. <i>PAT Testing / Periodic Electrical Testing</i> – see Clerk’s covering letter. It was RESOLVED to carry out PAT testing in the Parish Rooms. The Clerk to obtain quotations.</p> <p>Cllr. Jenkin arrived at this point.</p> <p>d. <i>Polling Station</i> – Mr Richard Dunn, CC advises the Cricket Club had been booked for use as a Polling Station for the May Elections.</p> <p>e. <i>Local Council Elections</i> – nomination packs for existing councillors, were circulated after the meeting. Posters had been issued, to be placed on the notice boards from 20th March. Members were reminded of the need to return their nomination forms on the appointed dates.</p>	<p>Cllr. James</p> <p>Clerk</p> <p>Clerk</p>
048/2013	<p><u>Financial Matters</u></p> <p>a. <i>Accounts for Payment</i> – schedule No.2012/13-11, to a value of £1,946.59 was APPROVED for payment.</p> <p>The contract with Peninsula Services commenced in January 2010. There was uncertainty if it was for three or five years. Members wished to terminate the contract as soon as permissible.</p> <p>b. <i>Income & Expenditure Account</i> – circulated to the Meeting. The Clerk reported she had arranged to meet with Mrs Prior to collect the Petty Cash monies. No other changes to the 2012/13 accounts are anticipated.</p>	<p>Clerk</p> <p>Clerk</p>

	<p>There is a healthy bank balance. The Amenities Committee to consider a major project, such as improvements to the Praze play area.</p> <p>The Clerk advised that Mr Donald Baines had agreed to carry out the Internal Audit for 2012/13.</p> <p>c. <i>Grants and Charity Requests</i> – Members considered the following requests:</p> <ul style="list-style-type: none"> • <u>Shelter Cornwall</u> – countywide organisation, which could be of benefit to Crowan residents. It was RESOLVED to make a grant of £50. • <u>The Chronicle</u> – Minute 30e/2013 refers. It was RESOLVED to make a further grant of £50. 	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
049/2013	<p><u>Documentation</u> –</p> <p>a. <i>Twenty-Four-Seven</i> – newsletter of SW Ambulance Service.</p> <p>b. <i>Community South West</i> – campaign aimed at encouraging community spirit. People are invited to nominate and vote for a project. Prize of £1,500.</p> <p>c. <i>Rural Business Investment Scheme</i> – grant funding information provided by CRCC. Details previously emailed.</p> <p>d. <i>Water Future Newsletter</i> – previously circulated via email, and featuring advice on what to do in extreme weather.</p> <p>e. <i>CC's Standards Committee</i> – five Parish / Town Council Representatives and five Lay Members are required to sit on the Standards Committee. Deadline is 25th March 2013. The Clerk holds further information.</p> <p>f. <i>Clerks & Councils Direct</i> – March 2013.</p> <p>g. <i>Parish Matters</i> – spring edition of Came & Company's (insurance brokers) newsletter, previously circulated via email.</p> <p>h. <i>Town & Parish Newsletter</i> – edition 13 previously emailed.</p> <p>i. <i>The Clerk Magazine</i> – March 2013.</p> <p>j. <i>Action for a Safer Cornwall</i> – online survey to gather information about local community concerns on: www.surveymonkey.com/s/RFSK7CZ. Deadline for comments is end of March. Details previously emailed.</p>	
050/2013	<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 April 2013. • <u>Council Annual Meeting</u> – 9th May 2013. • <u>Parish Meeting</u> – 9th May 2013. • <u>Amenities Committee (AC) Meeting</u> – 27th March 2013. Cllr. Cooke gave his apologies. • <u>PROW Committee Meeting</u> – 18th April 2013. <p>b. <i>Clerk's Leave</i> – 22nd March to 28th March 2013, but she will attend the AC Meeting.</p> <p>c. <i>AONB Annual Forum</i> – Saturday, 16th March 2013, 10am – 3.30pm, Truro College. Free event, but booking essential. Further details from the Clerk.</p> <p>d. <i>Remembering The Past.....Improving The Present</i> – run by The Think Life Organisation CIC, is a Lottery funded project to provide practical support to those caring for an older person or someone living with dementia. Various locations around the county. Further information from the Clerk.</p> <p>e. <i>Andrew George MP</i> – 15th March 2013, 7.30pm, The Old Cattle Market, Helston, public meeting and Q&A session. Book tickets online at www.aghelstonmeeteventbrite.com.</p> <p>f. <i>Get Cornwall Building</i> – 20th March 2013, 10am – 3pm, Heartlands, Pool. CC event aimed at removing the barriers preventing building projects going ahead. Free, booking not necessary.</p>	

	g. <i>Cancer Research UK's Race for Life</i> – various events around the county. Ladies only. Further details at www.raceforlife.org.uk .	
051/2013	<p><u>Information Only / Items for Future Agendas</u> –</p> <p>a. <i>PROW/207/124</i> – the Clerk to obtain full details of the damage (Public Forum refers) from Mr and Miss Pearce; Cllr. Henwood will then check with CC, regarding progress and report to the next meeting.</p> <p>b. <i>Horsedowns Road Junction with Chapel Road</i> – the Clerk to report the street light there is on all the time.</p>	<p>Clerk/ Cllr. Henwood</p> <p>Clerk</p>
052/2013	<u>Closed Session</u> – in view of the 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.	
053/2013	<p><u>Praze Public Conveniences</u> – CC had provided details of two options for the future of the WCs, both of which they will fund from their capital budget:</p> <p>a. to demolish them at a cost of £7,886.84, or</p> <p>b. to refurbish them at a cost of £28,152.13. With these improvements the running costs, to the Parish Council, would be approximately £2,517.64 per annum. Noted there would be a commitment to keep them open for a minimum of five years.</p> <p>Cllr. Jenkin suggested possible uses for the building, e.g. use as a parish office; storage; a place for the youth to 'hang out'.</p> <p>Members were dismayed at the costs involved and there was a feeling that, at a time when CC staff are being made redundant, condoning this amount of spending was 'immoral'.</p> <p>It was RESOLVED to advise CC that Members wished to have the WCs demolished, and to enquire if we can undertake the work, in return for a grant of £7,886.84. It was further RESOLVED to request that the freehold is re-assigned to the Parish Council.</p> <p>In light of this decision, the contract to open and close the WCs is no longer needed. It was RESOLVED to terminate the contract and to pay the contractor for a month's cost, as a goodwill gesture. Members APPROVED the Clerk's draft letter to Mr Kitto.</p>	<p>Clerk</p> <p>Clerk</p>
054/2013	<p><u>Resignation</u> – Cllr. Cooke tendered his resignation as Chairman with immediate effect and indicated that he would not be standing for re-election. He will clear up some outstanding matters. A vote of thanks was made to Cllr. Cooke for all his work.</p> <p>It was RESOLVED to appoint Cllr. Muriel as Chairman and Cllr. Henwood as Vice Chairman for the remainder of this term of office.</p>	

Signature: (Cllr. Mrs Muriel)
Chairman

Date: 11th April 2013