

Crowan Parish Council

MINUTES OF THE FULL COUNCIL MEETING

HELD IN THE PARISH ROOMS, CROWAN

ON THURSDAY, 11th APRIL 2013 @ 7.15pm

Present:	Cllr. Muriel (Chairman) Cllr. Dr. Jenkin (PC/CC) Cllr. Webb	Cllr. Butcher Cllr. Roberts	Cllr. Henwood Cllr. Ward
Apologies:	Cllr. Blewett Cllr. James Mrs Thompson (Clerk)	Cllr. Cooke Cllr. Smith Cllr. Keeling (CC)	Cllr. Christophers Cllr. Tripp

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.

Minute	AGENDA ITEMS	Action
	<u>Prayers</u> – led by the Chairman.	
	<u>Chairman's Welcome and Public Forum</u> – the Chairman welcomed the Public and PCSO. In the absence of the Clerk, Cllr. Muriel took the Minutes. Miss Pearce wished to thank Cllr. Henwood for his letter and to report that no further works had taken place on PROW/207/124.	
055/2013	<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 declare any gift or hospitality with a value in excess of fifty pounds. d. <i>Dispensations</i> – no requests for dispensations had been received.	
056/2013	<u>Apologies for Absence</u> – Cllrs. Blewett and Cooke (ill health), Cllrs. Christophers, James and Smith (all with personal commitments), Cllr. Tripp (leave) & the Clerk (ill health).	
057/2013	<u>Outside Bodies</u> – a. <i>Police</i> – PCSO Paul Whitford spoke to his written report (copy on file). b. <i>Cornwall Council</i> – limited to 5 minutes each. • <u>Cllr. Keeling</u> – his report can be viewed on his website. • <u>Cllr. Jenkin</u> – spoke to her written report (copy on file). c. <i>Helston & The Lizard Community Network</i> – meeting scheduled for 17 th April 2013, 6-8pm. Venue Mawgan Village Hall. The topic is 'Transport'. Cllr. Smith to attend. The Chairman invited anyone else who wished to attend to contact Cllr. Smith.	Cllr. Smith
058/2013	<u>Minutes of Meetings</u> – a. <i>Full Council Meeting</i> – 14 th March 2013, AGREED as a true record. b. <i>Amenities Committee (AC) Meeting</i> – no meeting held. c. <i>Public Rights of Way (PROW) Committee Meeting</i> – no meeting held.	
059/2013	<u>Other Planning Matters</u> – a. <i>Public Consultation</i> – Minute 42e/2013 refers. Details previously emailed. There is a great deal of information, in the consultation documents, that requires studying.	

	<p>It was AGREED to send a response expressing concern at the loss of land for development. The proposed housing numbers (42,250) was felt to be far too high. Members would support a target of 38,000, as recommended by the planning advisory panel. Only local needs housing should be built in rural areas.</p> <p>b. <i>Homechoice Register</i> – it was RESOLVED to support the following proposal, to be sent to the Leader of Cornwall Council:</p> <p>Crowan Parish Council objects to the current method of using the figure for all applicants in all bands on the Cornwall Homechoice Register to inform strategic planning decisions and when making the case for affordable housing in a particular parish. Many of the applicants in band E on the register cannot justifiably be classed as 'needy' and, in normal circumstances, would not be considered for social housing. As long as the system continues, with anyone who fulfils the basic criteria being added to the register regardless of their financial circumstances or ability to meet their housing requirements from their own resources, this Council has no faith in the validity of the number of applicants on the Homechoice Register as an indicator of housing need in Cornwall.</p> <p>c. <i>Outstanding Enforcement Issues</i> – Minute 42a/2013 refers. The Clerk had requested an update, but none had been forthcoming on the following:</p> <ul style="list-style-type: none"> • <i>EN12/02935, Hillcrest, Trevoole</i> – provision of new building on site. Members to receive any update from the case officer, Mrs Mandy Smith, who has diarised to check the relevant planning applications have been submitted for the beginning of April. • <i>EN13/00235, Clowance Walled Garden, Praze</i> – alleged breach of Condition 9 of reference W2/PA09/01639/F, demolition of Swiss Cottage 	<p>Clerk</p> <p>Clerk</p>
060/2013	<p><u>Planning Permission Granted by Cornwall Council</u> – information only.</p> <p>a. <i>PA13/00390, Land Adjacent to 21 Millbank Meadows, Leedstown</i> – installation of 2 new green metal modular cabinets.</p> <p>b. <i>PA13/00654, The Oaks, Crowan</i> – certificate of lawfulness for the continued use of a dwelling without complying with the agricultural occupancy restriction (Condition 5 attached to decision notice 73/43695).</p> <p>c. <i>PA13/01444, The Cottage, Townshend</i> – erection of a porch.</p> <p>d. <i>PA13/01510, Jynjy, Botetoe Hill, Trevoole</i> – submission of details to discharge conditions 3, 4 and 7 in relation to decision notice PA10/03881.</p>	
061/2013	<p><u>Planning Applications Withdrawn</u> –</p> <p>a. <i>PA13/00129, Bargas Farm, Nancegollan</i> – infilling of redundant rail cutting to create amenity land and farm storage area.</p>	
062/2013	<p><u>Standing Committees</u> –</p> <p>a. <i>Public Rights of Way (PROW) Committee</i> – no meeting held.</p> <p>b. <i>Amenities Committee (AC)</i> – no meeting held.</p> <ul style="list-style-type: none"> • <u>Summer Fete</u> – Members AGREED to a request to hold a Fete on The Plan, Praze in May 2013. Organiser is Mr Nick Allen, Deli-on-the-Square • <u>Leedstown Utd. Football Club</u> – U8s Tournament, Sunday, 21st April 2013. A risk assessment for this event had been received. • <u>Leedstown Utd. Football Club</u> – Funday, Saturday, 11th May 2013. A risk assessment for this event had been received. <p>Cllr. Henwood took the above risk assessments for checking and will return them to the Clerk for filing.</p>	<p>Clerk</p> <p>Cllr Henwood</p>
063/2013	<p><u>Parish Organisations</u> – Members received an update on the following:</p> <p>a. <i>Leedstown Village Hall</i> – in Cllr. Christophers' absence there was no report.</p>	

	<p>b. <i>Nancegollan Village Hall</i> – in Cllr. Tripp’s absence there was no report.</p> <p>c. <i>Praze Institute</i> – Cllr. Muriel reported that the coffee morning had been very successful, well attended and Cllr. Blewett’s display of historic photographs of the area had been very well received.</p> <p>d. <i>Townshend Village Hall</i> – in Cllr. James’ absence there was no report.</p> <p>e. <i>Crowan School</i> – Cllr. Butcher will confirm his resignation in writing. Praze School had contacted Cllr. Webb as a prospective Governor.</p> <p>f. <i>Leedstown School</i> – in Cllr. James’ absence there was no report.</p>	
064/2013	<p><u>Asset Acquisition</u> – Minute 46/2013 refers.</p> <p>a. <i>Praze Public Conveniences</i> – Mr Jonny Alford, Cornwall Council, advised that CC will transfer the freehold of the site to the Parish Council, upon demolition of the WCs. Cllrs. Webb and Jenkin had both been contacted by Parishioners who are upset that the toilets are to close. Cllr. Muriel recalled a Parish in Devon who had suffered a similar loss and they had formed a community group to raise funds to run the toilets, with a storage facility. Cllrs. Webb and Jenkin to feedback to parishioners and encourage them to form a group to approach the Parish Council.</p>	Cllrs. Webb / Jenkin
065/2013	<p><u>Administration</u></p> <p>a. <i>Crowan Website</i> –</p> <p>i. <u>Number of ‘Hits’</u> – there were 51 ‘unique’ visitors, who went to the site 92 times, compared to the previous month when 77 ‘unique’ visitors, went to the site 159 times.</p> <p>ii. <u>Email Address</u> – Cllr. James to provide the Clerk with his email address for publication.</p> <p>b. <i>Affordable Housing</i> – Minute 31b/2013 refers. Cllr. Muriel reported that she had received a call and email from Ocean Housing who are pleased to pick up the Affordable Housing project at Leedstown. She explained that Ocean are planning on working more in line with the Parish Council’s own survey results:</p> <ul style="list-style-type: none"> • More 2 bedroom properties to balance the number of 3 bedroom properties. • More opportunities for shared ownership. • Possibility of having one property incorporating 2 apartments with shared gardens/parking. <p>Cllr. Muriel said that she had made it very clear that the drainage problem had to be addressed thoroughly before any progress could be made. Ocean is planning on making a pre-application soon and will keep the Parish Council updated.</p>	Cllr. James
066/2013	<p><u>Financial Matters</u></p> <p>a. <i>Accounts for Payment</i> – schedule No.2013/14-01, to a value of £3,258.32 was APPROVED for payment. It was AGREED to hold the cheque to SW Play, until Cllr. Henwood had checked exactly what work had been done.</p> <p>b. <i>PAYE In Real Time</i> – Cllr. Muriel read a report of a proposed timeframe for paying the Clerk and Ms Prior, which would mean that they would be paid within the month that they work. She explained that this was a fair proposal and it was AGREED unanimously to adopt this, and take the following action:</p> <ul style="list-style-type: none"> • Additional payment to be made in 2013/14 to the Clerk and Mrs Prior to bring their salary into line. • Adjust the budget monitor to show this additional payment in 2013/14. • Covering letter of explanation to be sent with Mrs Prior’s cheques. <p>c. <i>Peninsula Services</i> – Minute 48a/2013 refers. Cllr. Muriel explained that the Clerk had approached Peninsula with the view to terminating the 5 year</p>	Cllr Henwood Clerk Clerk Clerk

	<p>contract at this 3 year stage. They responded that it was possible and instead of £1,365 being due they would agree to terminate for a one-off payment of £1,160.25. It was felt that this was not offering any savings and it was AGREED to continue with Peninsula's contract for the next 2 years. Cllr. Muriel explained to new members that Parish Council had this facility for employment, human resources and health and safety issues and it was AGREED that the Parish Council should make better use of it in the future.</p> <p>d. <i>Grants and Charity Requests</i> – Members considered the following requests for a donation:</p> <ul style="list-style-type: none"> • <u>Leedstown Football Club</u> – grant towards the cost of the Club's annual 'Awards Night & Disco' on 1st June 2013 at Leedstown Village Hall. It was felt this was not an appropriate use of Council funds, but to invite them to apply again in the future. • <u>Victim Support</u> – independent national charity providing emotional and practical help to all victims and witnesses of crime. NFA. 	
067/2013	<p><u>Documentation</u> –</p> <p>a. <i>Countryside Access Forum</i> – applications are sought for 5 positions on the forum. Deadline for applications is Friday, 19th April 2013. Contact: ccaf@cornwall.gov.uk for further information and an application form.</p> <p>b. <i>Cornwall Air Ambulance</i> – thank you letter, i.r.o. donation made.</p> <p>c. <i>The Chronicle</i> – thank you letter, i.r.o. donation made.</p> <p>d. <i>Town & Parish Council Newsletter</i> – edition 14. Previously emailed.</p>	
068/2013	<p><u>Diary Dates</u> –</p> <p>a. <i>Council Meetings</i>:</p> <ul style="list-style-type: none"> • <u>Full Council Meeting</u> – 9th May 2013. • <u>Council Annual Meeting</u> – 9th May 2013. • <u>Parish Meeting</u> – 9th May 2013. • <u>Amenities Committee (AC) Meeting</u> – Cllr. Henwood will set a date for a meeting in May and advise the Clerk. • <u>PROW Committee Meeting</u> – 18th April 2013. <p>b. <i>Community First Aid day</i> – Saturday, 4th May 2013, 10-00-14-00, in Leedstown Village Hall. Noted Members donated £50 towards this project.</p>	
069/2013	<p><u>Information Only / Items for Future Agendas</u> –</p> <p>a. <i>PROW/207/124</i> – Cllr. Henwood reported that he had spoken to Mr Colin Bayes, CC and no further work has been agreed.</p> <p>b. <i>PROW Grant</i> – it was RESOLVED to accept a grant offer, from CC, of £4,120 to cut the vegetation on the parish public rights of way.</p> <p>c. <i>Cllr. Gordon Butcher</i> – Cllr. Muriel warmly thanked Cllr. Butcher (who is not standing for re-election in May) for his service to the Parish Council. She recalled that he had been there for many years before she had joined and she had enjoyed the experience and wisdom he had brought. There was a spontaneous round of applause for Cllr. Butcher.</p> <p>d. <i>Local Council Elections</i> – Cllr. Muriel confirmed there would not be the need for an election as there were fewer candidates standing than there are seats, in both Wards.</p>	
070/2013	<p><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.</p>	
071/2013	<p><u>Quotations</u> – Members to consider quotations for the following work:</p> <p>a. <i>PAT Testing</i> – Minute 47c/2013 refers. Cllr. Webb offered to carry out the necessary PAT testing on the items in the Parish Rooms for no fee. It was</p>	Cllr. Webb

	<p>AGREED to accept Cllr. Webb's kind offer and Cllr. Muriel thanked him.</p> <p>b. <i>Parish Rooms Cleaning</i> – Minute AC93d/2012 refers. It was RESOLVED to authorise the Clerk to instruct the SM Cleaning who had quoted £88, to do a one-off clean of the Parish Rooms.</p> <p>Members will consider whether the Rooms need to be cleaned on an annual basis, after the work has been completed.</p> <p>c. <i>Nancegollan Fencing</i> – Minute AC85a/2012 refers. It was RESOLVED to accept the quotation from SW Play to replace the missing section of fencing, to include a pedestrian gate and the replacement of the remaining rotten posts, at a cost of £723.</p> <p>d. <i>Benches</i> – Minute AC85d/2012 refers. Replacement of the rotting bench timbers is covered in the price quoted in 071c/2013.</p> <p>e. <i>Bin Hut</i> – Minute AC85e/2012 refers. Replacement of the door and roof (rotting timber) is covered in the price quoted in 071c/2013.</p> <p>f. <i>All Timbers</i> – Minute AC85f/2012 refers. The Clerk to invite IRS and Mr Malcolm Heather to provide a quotation to apply wood preservative to all the timber in both Nancegollan and Leedstown playing fields.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
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Signature: (Cllr. Mrs Muriel)
Chairman

Date: 9th May 2013