

Crowan Parish Council

MINUTES OF THE FULL COUNCIL MEETING

HELD IN THE PARISH ROOMS, CROWAN

ON THURSDAY, 12th MARCH 2015 @ 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. Mrs Muriel (Chairman) Cllr. Henwood Cllr. Smith Cllr. Webb	Cllr. Brown Cllr. Dr. Jenkin (PC/CC) Cllr. Tripp	Cllr. Christophers Cllr. Roberts Cllr. Ward
In Attendance:	Mrs Thompson (Clerk)		
Minute	AGENDA ITEMS		Action
	<u>Prayers</u> – led by the Chair, who advised that anyone not wishing to participate may leave the room and rejoin the meeting later. She also advised that the Clerk would be taping the meeting to assist with minute taking.		
	<u>Chairman's Welcome and Public Forum</u> – three members of the public were present, but did not wish to address the Council.		
38/2015	<u>Members' Declarations</u> – a. <i>Pecuniary/Registerable Declarations of Interests</i> – none. b. <i>Non-Registerable Interests</i> – Cllr. Webb declared an interest in 49d[ii]/2015. c. <i>Declaration of Gifts</i> – none. d. <i>Dispensations</i> – none.		
39/2015	<u>Apologies for Absence</u> – Cllr. Parnell (abroad).		
40/2015	<u>Outside Bodies</u> – a. <i>Police</i> – PCSO Liam Brannigan had sent a report (copy on file). See also 44a/2015 below. Cllr. Henwood arrived at this point. b. <i>Cornwall Councillor</i> – i. Cllr. Henwood had spoken to Mr Toby Lowe and it is understood that temporary repairs to the potholes on Carsize Lane will be carried out shortly. Later this year a more permanent surface will be installed. ii. Cllr. Henwood had spoken to an electric car user and he expressed his concern at how dangerous it is at this point. iii. Contaminated Land at Leedstown. Noted the Clerk had circulated an email, dated 10 th December 2014, from Mr Mark Broomhead, CC. The evidence cannot be put into the public domain. NFA. Cllr. Jenkin reported there had been several meetings. A high number of staff are leaving CC. She is now on the Committee responsible for delivering religious education to schools. There had been some interesting planning applications, mostly in Wendron. She had celebrated St Piran's Day. Cllr. Jenkin said she had handed out all her Community Chest Fund.		
41/2015	<u>Minutes of Meetings</u> – a. <i>Full Council Meeting</i> – 12 th February 2015. Cllr. Henwood queried Minute 36f/2015, which was amended to read: " <i>Members were in general agreement with renewing and realigning some of the play equipment, on the</i> "		

	<i>understanding that the Praze play equipment can obtain grant funding from Sita.” With this amendment the Minutes were AGREED as a true record</i>	
42/2015	<p><u>Planning Applications Received</u> – Members considered the following:</p> <p>a. <i>PA15/00282, Newton Round Farm, Tremayne, Praze</i> – erection of glass house with PV solar modules. Cllr. Webb said this was for a large glass house with a solar panel roof. He had spoken to the neighbours and they do not have a problem, as it will not be visible from their property. However, Members expressed concern that it will be visible from other areas. Cllr. Jenkin expressed concern about the number of lorry movements to service the site. NO OBJECTION. Cllr. Muriel abstained.</p> <p>b. <i>PA15/00764, High Downs Residential Home, Carvolth Downs, Black Rock</i> – construction of 4 no. self-contained one-bed assisted living units within grounds of existing care facility. Cllr. Muriel said this was for chalet type units in a courtyard setting. Members feared what would happen to these units should the complex ever be sold. OBJECT on the grounds of over development of the site and that it would be new buildings in the countryside.</p> <p>c. <i>PA15/01508, Hibernia, Fore Street, Praze</i> – modification of conditions 2 and 9 attached to decision PA14/07549. (Demolition of conservatory, improvements to existing access and creation of new access and dropped kerb and erection of two dwellings) in order to alter the design and change floor level of House 2. Cllr. Muriel said the proposal improves the access for the detached property. NO OBJECTION.</p> <p>d. <i>PA15/01610, Rear of 50 Fore Street, Praze</i> – non-material amendment to change the existing hipped roof design to gable roof structure in respect of decision notice PA11/03009. The Clerk clarified that Members are not consulted on this type of application.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
43/2015	<p><u>Other Planning Matters</u> –</p> <p>a. <i>Outstanding Enforcement Issues</i> – Minute 06b/2015 refers.</p> <p>i. <u>EN12/01208, Burntdown Farm, Praze Road, Leedstown</u> – this is an amalgamation of all reported issues. Case officer: Mr Alan Mason.</p> <ul style="list-style-type: none"> • <i>Garage</i> – Cllr. Jenkin said the PCN stated this is not being used as a dwelling. Cllr. Ward was unhappy about the speed (or lack of) by CC Enforcement Officers. • <i>Caravan</i> – an enforcement notice is to be issued in relation to the unlawful residential occupation of a caravan. • <i>Former Piggery</i> – Mr Mason advised the answers provided on the completed Planning Contravention Notices indicate the former piggery building was originally converted for residential use in 2004 and occupied at some stage during that year. However the current occupier stated they purchased the building in 2006 and had occupied it on a residential basis ever since. <p>ii. <u>EN13/00843, Windwhistle, Carvolth, Praze</u> – siting of caravans for residential purposes. Case officer: Mr Lee Viner plans to visit with the PCSO, as Environmental Health are unavailable.</p> <p>iii. <u>EN13/00870, Opposite Crenver Farm House, Praze</u> – alleged breach of conditions W2/PA08/01979/FM. Case officer: Mr Viner. If the soil sorter is no longer on site then there is no problem. Members indicated they were happy for this to be closed. The Clerk to advise CC.</p> <p>iv. <u>EN14/01194, Higher Cargenwen Farm, Black Rock</u> – request for confirmation of compliance with enforcement notice issued on 14th January 2013. Case officer: Mr Lee Viner had liaised with Cllr. Jenkin, including issues with the roof line and this will be checked again.</p> <p>v. <u>EN14/02097, OS Field 7682, Horsedowns, Praze</u> – alleged breach of conditions attached to appeal decision APP/D08401A/14/2217519. Case officer – Mr Alan Mason.</p>	<p>Clerk</p>

	<ul style="list-style-type: none"> • <u>Visibility Splay</u> – Cllr. Henwood maintained works to the visibility splay do not meet the planning conditions. Cllr. Jenkin refuted this. • <u>Caravan Siting and Unit Type</u> – Cllr. Henwood had provided photographs and asserted this showed the caravans do not meet the planning conditions. • <u>Toilet Facilities</u> – the composting toilet is currently being installed. Cllr. Henwood maintained it was taller than the planning permission. Mr Mason is going to visit to look into this claim. • <u>Wind Turbine</u> – Cllr. Henwood had spoken to Ms Hayley Jewels, CC who said all wind turbines need planning permission. Cllr. Jenkin said this is not what she had been told, i.e. there was no need for permission if it is within a domestic curtilage. <p>Mr Russell had issued an invitation to Members to visit the site. Cllrs. Brown and Muriel will meet with the family. The Clerk to arrange.</p> <p>b. <i>Planning Permission Granted by Cornwall Council</i> – information only.</p> <p>i. <i>PA14/11011, High Down, Black Rock</i> – development of barn to provide four self-contained units and one studio for supported living care facility. Barn has previously been granted a change of use to provide C2/C3 living accommodation.</p> <p>ii. <i>PA15/00177, The Brambles, Carsize Lane, Leedstown</i> – proposed sunroom / conservatory extension to an existing domestic dwelling.</p> <p>c. <i>Planning Permission Refused by Cornwall Council</i> – information only.</p> <p>i. <i>PA14/10668, Kirthen Wood Barn, Kirthen Wood, Townshend</i> – change of use of land to domestic curtilage and conversion of home office to annexed accommodation.</p> <p>d. <i>Land at Bunkers Hill, St Erth</i> – the Secretary of state had dismissed the appeal and refused planning permission for a 6.2MW solar PV development</p>	Cllrs. Brown / Muriel / Clerk
44/2015	<p><u>PROW / Highway Matters</u> –</p> <p>a. <i>Camper Van</i> – PCSO Fuller reported he had visited the site and the camper van isn't causing any obstruction from a Policing perspective, it was taxed, MOT'd and insured at the time he checked. So there isn't really anything that the Police could do. Similarly, he didn't view parking on the pavement outside the former Cornwall Farmers' building as a problem.</p>	
45/2015	<p><u>Standing Committees / Working Parties</u> –</p> <p>a. <i>Neighbourhood Development Plan (NDP)</i> – Minute 27c/2015 refers. Cllrs. Muriel and Smith reported the survey is currently at the printers. It was hoped to have this circulated to residents next week.</p>	
46/2015	<p><u>Parish Organisations</u> – Members received updates on the following:</p> <p>a. <i>Leedstown Village Hall</i> – Cllr. Christophers reported everything is going well. It was hoped the first Film Club will be up and running shortly. Their AGM will be held on Monday 13th April at 7.00pm in the back rooms of the village hall. Members intending to attend are asked to inform Mrs Jacquie Perrin, so that seating can be arranged.</p> <p>b. <i>Nancegollan Village Hall</i> – Cllr. Tripp reported attendance at some of the regular functions had fallen. Cllr. Ward will provide a sign warning dog owners to pick up after their animals.</p> <p>c. <i>Praze Institute</i> – Cllr. Smith reported all is going well. Their AGM had been held the previous week. The main hall is due for redecorating.</p> <p>d. <i>Townshend Village Hall</i> – Cllr. Jenkin reported a film show is scheduled and their AGM is due shortly.</p> <p>e. <i>Crowan School</i> – Cllr. Webb reported there is a Governors' Meeting next week. Classes 3 and 4 had visited the Royal Cornwall Show Ground.</p> <p>f. <i>Leedstown School</i> – Cllr. Jenkin reported there had been a couple of Governors' meetings. The pre-school building is now open. Cllr. Henwood</p>	Cllr Henwood

	will represent the PC. It was RESOLVED to make a grant of £25 from the Chairman's Fund. Cllr. Ward asked if there was sufficient room when the Walters development is open in July.	Clerk																																								
47/2015	<p><u>Environmental / Amenity Matters –</u></p> <p>a. <i>Praze WCs</i> – Minute 29a/2015 refers.</p> <p>i. <u>Fittings</u> – Cllr. Muriel reported a door threshold to the community room had yet to be fitted. She will arrange this shortly.</p> <p>ii. <u>Refurbishment Costs</u> – Cllr. Henwood reported he had spoken to the Audit Commission, who had advised taking back to CC's Internal Auditor, the cost of refurbishment.</p> <p>b. <i>Treasure Park</i> – Minute 29b/2015 refers. Cllr. Henwood had not been able to complete the application form, as he didn't know the current costs. He is seeking a solution to this problem.</p> <p>c. <i>Helston and The Lizard Works</i> – Minute 29c/2015 refers. Ms Bev Wilson had agreed to include repainting of the bus shelters, under this project. Cllr. Henwood will visit the sites and report back as to what needs doing.</p> <p>d. <i>Parish Rooms Electrical Tests:</i></p> <p>i. <u>PAT Testing</u> – Cllr. Webb offered to carry out the annual test.</p> <p>ii. <u>Periodic Electrical Testing</u> – to be carried out every other year (last done in 2013). Cllr. Webb will provide the Clerk with contact details of an electrician qualified to carry out this procedure.</p> <p>iii. <u>Parish Room Heaters</u> – Cllr. Webb had reset the heater settings.</p> <p>Cllr. Roberts will speak to Ms Julie James, Praze Christmas Lights Committee and request that the Christmas tree is removed from the site.</p> <p>e. <i>Public Rights of Way Volunteering Opportunity</i> – jobs will include vegetation clearance, step replacement, signage, etc. Contact: 01872-322375 or countryside@cormacltd.co.uk.</p> <p>f. <i>Treliver Minerals</i> – this company had recently acquired the mineral rights on the Leedstown playing field and will be carrying out sampling work between 6th and 24th March 2015.</p>	<p>Cllr. Muriel</p> <p>Cllr Henwood</p> <p>Cllr Henwood</p> <p>Cllr Henwood</p> <p>Cllr. Webb</p> <p>Cllr. Webb / Clerk</p> <p>Cllr. Roberts</p>																																								
48/2015	<p><u>Administrative Matters / Correspondence –</u></p> <p>a. <i>Clerks & Councils Direct</i> – March 2015.</p>																																									
49/2015	<p><u>Financial Matters –</u></p> <p>a. <i>Accounts for Payment</i> – schedule 2014/15–11, to a value of £2,768.50 were APPROVED for payment.</p> <table border="1"> <thead> <tr> <th>Item</th> <th>Price</th> <th>VAT</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Administration costs</td> <td>209.17</td> <td>38.25</td> <td>247.42</td> </tr> <tr> <td>Staff costs - including tax and NI</td> <td>884.53</td> <td></td> <td>884.53</td> </tr> <tr> <td>Neighbourhood Development Plan</td> <td>100.56</td> <td>20.11</td> <td>120.67</td> </tr> <tr> <td>Praze WCs / Meeting Room</td> <td>92.80</td> <td>18.56</td> <td>111.36</td> </tr> <tr> <td>The Plan, Praze - repairs to wall</td> <td>56.06</td> <td>5.00</td> <td>61.06</td> </tr> <tr> <td>Parish Rooms</td> <td>205.44</td> <td>40.00</td> <td>245.44</td> </tr> <tr> <td>Nancegollan - play equipment</td> <td>426.26</td> <td>85.25</td> <td>511.51</td> </tr> <tr> <td>Nancegollan - hedge trimming + water</td> <td>526.26</td> <td>60.25</td> <td>586.51</td> </tr> <tr> <td></td> <td></td> <td></td> <td>£2,768.50</td> </tr> </tbody> </table> <p>b. <i>EDF Energy Bills</i> – Minute 31a/2015 refers. The invoices from EDF Energy for the Parish Rooms which had been paid in May, August and September were all estimated. The bill paid in February 2015 had been a meter reading.</p> <p>Cllr. Webb reported the Crowan heaters had been turned up very high, which might explain the high bill.</p> <p>c. <i>Budget Monitor</i> – a copy was circulated at the meeting. The internal audit checkers reported there were no issues with the accounts.</p>	Item	Price	VAT	Total	Administration costs	209.17	38.25	247.42	Staff costs - including tax and NI	884.53		884.53	Neighbourhood Development Plan	100.56	20.11	120.67	Praze WCs / Meeting Room	92.80	18.56	111.36	The Plan, Praze - repairs to wall	56.06	5.00	61.06	Parish Rooms	205.44	40.00	245.44	Nancegollan - play equipment	426.26	85.25	511.51	Nancegollan - hedge trimming + water	526.26	60.25	586.51				£2,768.50	
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	<p>d. <i>Grant Request</i> – Members RESOLVED to make the following donations:</p> <p>i. <u>The Cornwall Youth Badminton Association</u> – £25 to CYB to assist a local resident to take part in the Harrod under 17 Badminton tournament, as part of the Cornwall Youth Badminton (CYB) team.</p> <p>ii. <u>Praze Fair Show Committee</u> – £75 to assist in replacing outdated equestrian equipment.</p>	<p>Clerk</p> <p>Clerk</p>
50/2015	<p><u>Diary Dates</u> –</p> <p>a. <i>Council Meetings</i>:</p> <p>i. <u>Full Council Meeting</u> – 9th April 2015.</p> <p>ii. <u>PROW Committee Meeting</u> – 29th April 2015.</p> <p>iii. <u>Amenities Committee (AC) Meeting</u> – 29th April 2015.</p> <p>b. <i>Annual Parish Meeting</i> – 14th May 2014.</p>	
51/2015	<p><u>Information Only / Items for Future Agendas</u> –</p> <p>a. <i>Leedstown to Praze Road</i> – Cllr. Tripp said the traffic is moving too fast. Cllr. Jenkin said repainting the rumble strips might help. For April meeting.</p> <p>b. <i>Cyclists</i> – Cllr. Tripp reported there had been a problem with supporters who had blocked the road and been rather abusive to residents. The Clerk to invite representatives from the organisers and Police to attend a meeting.</p>	<p>Clerk</p> <p>Clerk</p>
52/2015	<p><u>Closed Session</u> – in view of the confidential nature of the business about to be transacted, namely tenders / quotations for work, it was RESOLVED that it is advisable in the public interest that the press and public be excluded and they were instructed to withdraw.</p>	
53/2015	<p><u>Casual Vacancies</u> – there were no applications for co-option to the two vacancies in the Leedstown Ward.</p>	
54/2015	<p><u>Tenders / Quotations</u> – Members considered the following quotations:</p> <p>a. <i>Parish Rooms</i> – 36c/2015 refers. Cllr. Smith advised no-one was willing to quote for a replacement door.</p> <p>Cllr. Tripp left the room whilst this item was discussed. It was RESOLVED to accept the quote for repairing the fascias and gutters. The Clerk to notify Mr Mark Tripp to start the works. Delegated powers were given to Cllr. Smith to arrange the door to be cleaned and repainted up to a maximum of £200. Cllr. Tripp declared an interest and left the meeting whilst this item was discussed.</p> <p>b. <i>Nancegollan Changing Rooms</i> – further work needs doing and Cllr. Ward is awaiting a quotation.</p> <p>c. <i>Leedstown Play Equipment</i> – Cllr. Ward reported he had met with a number of play equipment suppliers. He recommended metal or laminated wood equipment. He explained what was proposed – the realigning of some existing equipment and the purchase of new ones. Cllr. Ward said if junior cradle swings are purchased, this will cut down on the need for matting.</p> <p><i>Fencing and Benches</i> – it was RESOLVED to accept a quotation for ‘hit and miss’ fencing at Leedstown and installation of benches with concrete anchors at Nancegollan and Leedstown.</p> <p>The Clerk reported Ocean Housing had written to say they are a publicly funded body and are unable to make a contribution towards the play equipment. However, they have passed Members’ letter to the Contractor and Consultants involved with Walters Close, Leedstown.</p>	<p>Clerk</p> <p>Cllr. Smith</p> <p>Cllr. Ward</p> <p>Clerk</p>
55/2015	<p><u>Meeting Closed</u> – 21.30pm.</p>	

Signature: (Cllr. Mrs Muriel)
Chairman