

Crowan Parish Council

MINUTES OF THE FULL COUNCIL MEETING

HELD IN THE PARISH ROOMS, CROWAN

ON THURSDAY, 9th FEBRUARY 2017 at 7.15pm

Present:	Cllr. Henwood (Chairman) Cllr. McLeod Cllr. Tripp	Cllr. Miss Allen Cllr. Mrs Muriel Cllr. Ms Tunnicliffe	Cllr. Dr. Jenkin (PC/CC) Cllr. Roberts Cllr. Webb
In Attendance:	Mrs Thompson (Clerk)		
Minutes of Council Meetings are available to view on www.crowan-pc.gov.uk ; on the Leedstown Notice Boards; on Nancegollan and Townshend Village Hall Notice Boards.			
Minute	AGENDA ITEMS		Action
	<u>Prayers</u> – led by the Chair, who advised anyone not wishing to participate may leave the room and rejoin the meeting later.		
	<u>Chairman's Welcome and Public Forum</u> – the Chairman welcomed those present, with a particularly warm welcome to the members of the public. Mr Kevin Simmons, owner, spoke to Minute 22c/2017. He is proposing a residential conversion of a redundant agricultural building. This would enable him to operate a small agricultural business, without travelling to the site. The planning officer has some reservations about the detail but agrees, in principle, with the proposed conversion. Mr Peter Jackson, Chairman of Nancegollan Village Hall Committee (VHC) referred to the damage to the Nancegollan Green (20a/2017 refers). He agreed that one or two heavy vehicles had left the Green damaged, but pointed out that its use for parking was historical and it is the only area available for parking in the vicinity. Mr Jackson said the damage is repaired annually by the VHC, when the weather improves, and the grass always recovers. Cllr. Henwood said the PC had received a complaint about the damage to the Green and were duty bound to investigate. Members would be happy, provided the damage is repaired and there is no risk of an accident. Cllr. Muriel said business hirers of the hall should provide a risk assessment, which should include parking. Cllr. Henwood to respond to the complainant and explain the position. The question of additional signage at the site was referred to the Amenities Committee.		Cllr Henwood Clerk
17/2017	<u>Members' Declarations</u> – a. <i>Pecuniary/Registerable Declarations of Interests</i> – Cllr. Henwood in Minute 22a/2017. b. <i>Non-Pecuniary/Disclosable Interests</i> – none. 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. d. <i>Dispensations</i> – none.		
18/2017	<u>Casual Vacancy</u> – no application had been received to fill the casual vacancy.		
19/2017	<u>Apologies for Absence</u> – Cllrs. Christophers (ill health); Cllrs. Parnell and Smith (both on leave).		
20/2017	<u>Outside Bodies / Reports</u> – a. <i>Police</i> – PCSO Youngman introduced himself. He said the police had concerns about <i>some</i> of the migrant works who are driving vehicles illegally. Cllr. Henwood referred to the individual who had been stopped three times for drink driving. PCSO Youngman shared Members' concerns.		

	He will contact Mr Mike Peters, Highways and request a copy of the new set of speeding results for Townshend. PCSO Youngman said vehicles have to be 'properly marked', including lighting on tractors. He had been appalled by the damage done by cars parked on the Nancegollan Green. b. <i>Cornwall Councillor</i> – Cllr. Jenkin reported Cornwall's Local Plan is already being used to inform planning decisions and appeals. The Electoral and Governance Reviews are ongoing. The proposal is to have 99 County Councillors. This is less than the rest of Britain which has fewer residents per Member. She suggested asking for the mobile speed camera to be used on sites on the Hayle to Leedstown road.	Clerk
21/2017	<u>Minutes of Meetings</u> – a. <i>Full Council Meeting</i> – 8th December 2016. AGREED in January, but not signed. b. <i>Full Council Meeting</i> – 12th January 2017. The wording "if the bay was to be set back" was added to the Public Forum. With this amendment, the Minutes were AGREED as a true record. c. <i>NP Steering Group Meeting</i> – 10th January 2017, AGREED as a true record. d. <i>Amenities Committee Meeting</i> – Cllr. Henwood will provide the Minutes of the meeting held on 27th October 2016. e. <i>Amenities Committee Meeting</i> – 18th January 2017, AGREED as a true record. Cllr. Jenkins apologies were added.	Cllr Henwood
22/2017	<u>Planning Applications</u> – Members to consider the following: a. <i>PA16/03692/PREAPP, Blondins, Praze Road, Praze</i> – pre-application advice for the construction of a dormer bungalow. Cllr. Henwood reported the planning officer had already made his decision on this application. No comment until a full planning application is submitted. b. <i>PA17/00053/PREAPP, Long Acre, Binnerton Road, Leedstown</i> – pre-application advice for construction of 3 detached dwellings. OBJECT on the grounds this is development in the open countryside. Members do not believe this constitutes rounding off. The number of allocated dwellings in the parish had already been met. This proposal is not in keeping with the emerging Crowan NP or CC's Local Plan. c. <i>PA16/11653, Land S and E of The Elms, Godolphin Bridge, Townshend</i> – proposed re-instatement and extension of rural building for residential use. OBJECT on the grounds this would be development in the open countryside. The proportion of the new build is greater than the original and, therefore constitutes a new dwelling. Members also believe the access is excessively large. Cllr. Muriel abstained. d. <i>PA17/00278, Rear of Fore Street, Praze</i> – application for removal of condition 2 in respect of Decision Notice PA11/03009 to accommodate additional rooms in roof and for additional windows. Cllr. Roberts said this was in effect a retrospective planning application. He had spoken to the planning officer, who had no objection. OBJECT on the grounds this would increase the number of bedrooms and contribute to additional vehicles. e. <i>PA17/00409, Trevoole Farm, Camborne</i> – application for removal or variation of condition 2 in respect of decision PA03/03132/F to allow the dwellings to be used unrestricted. Cllr. Roberts said the planning officer had no objection. NO OBJECTION. f. <i>PA17/00550, Moorfield Barns, School Road, Praze</i> – conversion of redundant barns to single dwelling. SUPPORT, but Members would like to see the existing granite used for the front walls. The access is not ideal but could be improved by reducing the well housing and exiting the site on the other side of the site. Cllr. Jenkins had reservations about possible flooding issues. It was AGREED to request a condition that only green field water runoff is permitted and permeable surfaces are used.	Clerk Clerk Clerk Clerk Clerk

	g. <u>PA17/01051, Morcambria, Crowan</u> – first amendment: addition of new window to kitchen: PA16/11636 (construction of rear extension). AGREED to give delegated powers to Cllr. McLeod to deal with this application.	Cllr. McLeod
23/2017	<u>Other Planning Matters</u> – a. <i>Planning Applications Approved by CC</i> – information only. i. <u>PA12/02104, Land adj. 1 and 2 St James Place, Praze Road, Leedstown</u> – erection of four new dwellings on a vacant site, which is within the curtilage of a listed building. ii. <u>PA16/10083, Sandover Farm, Horsedowns Road, Leedstown</u> – existing use is as extra living accommodation used in conjunction with main residence – provides sleeping and living area for son. iii. <u>PA16/10640, Arlington, Praze Road, Leedstown</u> – alterations and extensions to an existing dwelling. iv. <u>PA16/11636, Morcambria, Crowan</u> – construction of rear extension. v. <u>PA16/11820, Venton, Horsedowns</u> – alterations and extensions to dwelling to include demolition of existing extensions. New plans submitted. vi. <u>PA16/11823, Old Dairy Cottage, Praze Road, Leedstown</u> – provision of conservatory to rear of cottage. vii. <u>PA16/12008, 37 Trethannas Gardens, Praze</u> – widening of an existing driveway. b. <i>Outstanding Enforcement Issues</i> – Members received updates: i. <u>EN12/01208, Burntdown Farm, Praze Road, Leedstown</u> – alleged unauthorised use of the garage as living accommodation. Case officer: Mr Alan Mason reported a site inspection had been undertaken and some of the facilities that supported the self-contained residential use of the building (the kitchen) had now been removed. A monitoring visit of the garage building will be undertaken within the next 12 months to ensure that the breach of planning control does not reoccur. The large outbuildings were also inspected and he confirmed that no breaches of planning control were apparent at that stage. Case closed. ii. <u>EN15/00536, 16 Fore Street, Praze</u> – alleged conversion of garden shed into living accommodation, together with a recent addition of a WC connected to a soak away. Case officer: Ms Jo Patient reported the owner had since submitted a pre-app (PA16/03446 Pre-app) “for use of existing shed for residential accommodation”. Cllr. Smith had provided verbal evidence, which had been passed to Ms Patient. iii. <u>EN16/00828, Land at Pump International Ltd., Trenoweth, Praze</u> – alleged change of use of the land to car sales. Case officer: Ms Sally Brown confirmed that the investigation is ongoing, and that CC intends serving a Planning Contravention Notice upon the landowner. iv. <u>EN16/01461 Bosarawan, Godolphin Bridge, Townshend</u> – alleged stationing of caravan without planning permission. Case officer: Ms Brown had discussed the matter with the landowners, and was advised that a new planning application is due to be submitted shortly, and the caravan will be required as a site office. The situation will be monitored to establish whether there is a breach of planning control that requires formal action. v. <u>EN17/00240, Carn Tremayne Cottage, Praze</u> – alleged change of use of garage and shed to residential use, installation of UPVC windows and concerns with surface water drainage water. vi. <u>Possible Further Enforcement Issues Relating to Caravans</u> – Cllr. Henwood had requested a meeting with representatives from CC to discuss the situation.	

	c. <i>Applications Withdrawn</i> – information only. i. <u>PA16/06136 and PA16/06137, Trenoweth House, Crowan</u> – retrospective permission for the removal of 20th century makeshift structures and non-compliant works and the stabilisation and weatherproofing of all original structures and the renovation of the existing buildings, the grounds and associated linking wall structures. The Clerk to check what impact the withdrawal of this application has on the enforcement position. d. <i>Cornwall Community Infrastructure Levy Preliminary Draft Charging Schedule</i> – Minute 7d/2017 refers. Ms Gemma Arthur, CC had advised the CIL rate setting is the same as those used for the Affordable Housing policy in the adopted Local Plan. They are based on housing values in the area. The Clerk to submit a 'holding objection' pending receipt of the data. e. <i>PA16/00700, Land Adj. to Tremayne Farm, Praze</i> – outline application for 3 no. dwellings. The Informal Planning Hearing will commence on 7th February. Details previously circulated via email.	Clerk Clerk
24/2017	<u>Highway Matters</u> – a. <i>Section 130 Notice</i> – Minute 204a/2016 refers. Cllr. Henwood said he would arrange a meeting with Mr Dunstan, but this is likely to be very costly. b. <i>Community Speed Gun</i> – Minute 8b/2017 refers. A minimum of 12 volunteers are required to operate the scheme. To date, only three residents had come forward. Posters had been provided at Praze, Leedstown Schools the Doctors' Surgery and village notice boards. Cllrs. Henwood and Roberts to provide posters to the local pubs. c. <i>Binner Bridge</i> – Minute 207c/2016 refers. Mr Darren Proctor, Cormac had reported a works instruction to repair the Binner Bridge parapet had been issued to the Contractor. The works were programmed to commence on 6th February. Mr Mike Peters said S.79 of the Highways Act does give the Highway Authority the powers to serve notice on adjoining land owners to alter it to prevent the obstruction of the view at corners or bends, as at Binner Bridge. However, he is unsure what opening up the view beyond the limit of the highway would achieve. Members did not share this opinion. Cllr. Henwood will draft a response. d. <i>Parking Complaint</i> – a complaint had been received that a vehicle regularly parks in the afternoons alongside Sunrise on the Bunkers Hill road, too close to the 'B' road junction. Cllr. Henwood had advised the complainant that he contacts PC Ann Butcher.	Cllr Henwood Clerk Cllr Henwood / Clerk
25/2017	<u>Environmental / Amenity Matters</u> – a. <i>Treasure Park</i> – Minute 209a/2016 refers. No progress report was available. b. <i>Bovine TB</i> – Minute 9c/2017 refers. Cllr. Muriel reported she had had a positive meeting with Mr George Eustice, MP. He agreed with her that inspection the bodies of dead deer for legions, was not feasible for members of the public. He will provide more information about schemes in other areas. Cllr. Muriel will keep Members and adjoining PCs informed. c. <i>Waste Bins, Praze Play Area</i> – both Biffa and Cormac would charge £7.60+VAT per empty, which is more than another PC is being charged. It was AGREED to ask Cormac to empty the bin for the rest of this financial year. The Clerk to query the discrepancy in the charge and to prepare tender documentation to renew the cleaning contract for 2017/18. NOTE – the bin on the play area to be added to the tender. d. <i>Praze FC</i> – Members were pleased to grant permission to Praze FC to use the Nancegollan pitch for the coming season. The Clerk to send Mr Roger Batt the agreement form to sign.	Clerk Clerk Clerk

	e. <i>Church Rooms, Crowan</i> – the cistern is filling very slowly and a new flush unit will be sourced and fitted. It was AGREED to turn the water off until this was completed. The Clerk to ask Mrs Prior to liaise with Cllr. McLeod if the room is let in the interim. PFS (Helston) Ltd. had serviced the pump.	Clerk																																								
26/2017	<u>Administrative Matters</u> – a. <i>Parish Council Logo</i> – Minute 95/2016. Mr Robert Lawrence, ICT Connect had been asked to amend the logo and / or provide a quotation to redraw the image. b. <i>Crowan Stories</i> – Minute 210c/2016 refers. Ms Sarah Chapman had suggested limiting the project to the stories collected to date. The Clerk to re-circulate the proposal to all Members. For further consideration.	Clerk																																								
27/2017	<u>Financial Matters</u> – a. <i>Accounts for Payment</i> – schedule 2016/17–10 to a value of £3,549.22 was APPROVED for payment. Members CLARIFIED they would pay for all the electricity used by the Praze Christmas Lights, including standing charges. The Clerk to advise Mrs Tregenza and to request that she arranges for future bills to be made in the name of the PC and sent direct to the Clerk. It was further AGREED to renew the Royal Mail licence for use in the NP project. The bank reconciliation was made available for inspection. <table><tr><td>EXPENSES</td><td>Price</td><td>VAT</td><td>Total</td></tr><tr><td>Staff costs – including tax and NI</td><td>963.04</td><td></td><td>963.04</td></tr><tr><td>Praze WCs & Community Room</td><td>708.36</td><td>126.68</td><td>835.04</td></tr><tr><td>Parish Rooms, Crowan</td><td>302.53</td><td>18.82</td><td>321.35</td></tr><tr><td>Play Areas - incl. H&S reports and equipment repairs</td><td>182.00</td><td>40.00</td><td>222.00</td></tr><tr><td>Grant - Townshend VH + Praze</td><td>493.96</td><td>11.72</td><td>505.68</td></tr><tr><td>Christmas Lights</td><td>498.00</td><td></td><td>498.00</td></tr><tr><td>New notice board, Leedstown</td><td>498.00</td><td></td><td>498.00</td></tr><tr><td>Administration</td><td>170.00</td><td>34.00</td><td>204.00</td></tr><tr><td></td><td></td><td></td><td>£3,549.11</td></tr></table> b. <i>Budget Monitor</i> – a copy was circulated at the meeting.	EXPENSES	Price	VAT	Total	Staff costs – including tax and NI	963.04		963.04	Praze WCs & Community Room	708.36	126.68	835.04	Parish Rooms, Crowan	302.53	18.82	321.35	Play Areas - incl. H&S reports and equipment repairs	182.00	40.00	222.00	Grant - Townshend VH + Praze	493.96	11.72	505.68	Christmas Lights	498.00		498.00	New notice board, Leedstown	498.00		498.00	Administration	170.00	34.00	204.00				£3,549.11	Clerk
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28/2017	<u>Parish Organisations</u> – due to time constraints, this item was deferred. a. <i>Praze Institute</i> – It was RESOLVED to approach Nicholas Hancox Solicitors Ltd., who specialise in PC legal work to seek their advice i.r.o. the Parish Council becoming Trustees of the Institute.	Clerk																																								
29/2017	<u>Correspondence</u> – not mentioned elsewhere on the agenda. a. <i>Cornwall Local Plan</i> – hardcopy held by the Clerk. b. <i>Nancegollan Village Hall</i> – letter thanking Members for their grant. c. <i>Local Government Boundary Review</i> - the report of the Parish and Town Council Local Government Review Inquiry Panel held on 4th January 2017. Deadline 23rd January 2017. Details previously circulated via email. d. <i>Parish Council Elections</i> – 4th May 2017. Timetable previously circulated via email. LOGISTICS. e. <i>Notice of Intention</i> – regarding the re-adoption of legislation. The resolution will have the effect of confirming the area of the Cornwall Council as a ‘controlled district’ for the purposes of the 1976 Act, thus empowering the Council to control the licensing of Hackney Carriage and Private Hire Vehicles, Drivers and Operators. Details previously circulated via email. f. <i>Better Planning : Better Farming</i> – leaflet from the NFU. Details previously circulated via email.																																									

	g. <i>Changes in the Water Industry</i> – from 1st April 2017 businesses will be able to choose a retail services supplier. NOTE – SW Water will continue to provide water and wastewater services. h. <i>Briefing Sheet</i> – i.r.o. Murdoch and Trevithick and Studio61, Truro Day Centres. Details previously circulated via email. i. <i>Mr David Roberts</i> – Cllr. Henwood reported he and his wife had attended the dinner to celebrate Mr Roberts' contribution to the local community. Mr Roberts had been presented with a gift voucher on behalf of the PC and a thank you letter had subsequently been received. j. <i>Ms Jane Allen</i> – had sent a thank you card.	
30/2017	<u>Diary Dates</u> – a. <i>Council Meetings</i>: i. <u>Full Council Meeting</u> – 9th March 2017. ii. <u>NP Steering Group</u> – Wednesday, 15th February 2017. iii. <u>Amenities Committee (AC) Meeting</u> – 15th March 2017. b. <i>Fuel Poverty Awareness Day</i> – Council Chamber, New County Hall, Truro on 17th February 2017 from 10am to 1.00pm and the guest speaker is Louise Evans, National Energy Action. Refreshments will be available on the day. To book a free place, https://www.eventbrite.co.uk/e/fuel-poverty-local-action-perspectives-tickets-31121754004?aff=es2 c. <i>Free War Memorials Workshop</i> – 8th March 2017, 9.45am – 1pm. To reserve a free place at the workshop visit www.eventbrite.co.uk/e/war-memorials-condition-survey-workshop-truro-tickets-28287176707 or contact Civic Voice on 0151 707 4319 or email info@civicvoice.org.uk. d. <i>Environmental Growth Challenge</i> – Eden Project, Wednesday 8th March 9am-4pm. Tickets £10 including lunch. Details previously emailed. See: https://www.eventbrite.co.uk/e/cornwalls-environmental-growthchallenge-2017-tickets-31056522896	
31/2017	<u>Information Only / Items for Future Agendas</u> – a. <i>Water Pipe, Leedstown</i> – the new pipe will only be laid as far as The Square, Leedstown. This would mean that many properties would still be subjected to low water pressure. Cllr. Henwood said he will liaise with Mr Marcus Ward, SW Water to try to seek a solution. b. <i>PC Photograph</i> – for consideration in March. c. Mr Smith introduced himself as the prospective Conservative candidate. d. <i>Nancegollan Hoop</i> – is on the floor and needs four coach bolts to refix.	Cllr Henwood Clerk Clerk
32/2017	<u>Closed Session</u> – in view of the confidential nature of the business about to be transacted, namely quotations, it was RESOLVED that it is advisable in the public interest that the press and public be excluded and they were instructed to withdraw.	
33/2017	<u>Fore Street, Praze</u> – complaints had been received about the A-board and sandbags, blocking the parking spaces outside the St Aubyn Arms, and had been reported to Highways. A complaint had subsequently been received from the pub landowner and it was understood the pub car park would be locked, except when the pub is open. Members wished to maintain good relationships with the pub. Cllr. Henwood asked for it to be placed on the March agenda for further discussion.	Clerk
34/2017	<u>Meeting Closed</u> – 21.48pm.	

Signature: (Cllr. Henwood)
Chairman

Date: 9th March 2017