

Crowan Parish Council

MINUTES OF THE FULL COUNCIL MEETING

HELD IN THE PARISH ROOMS, CROWAN

ON THURSDAY, 9th MARCH 2017 at 7.15pm

Present:	Cllr. Henwood (Chairman) Cllr. McLeod Cllr. Smith Cllr. Webb	Cllr. Miss Allen Cllr. Mrs Muriel Cllr. Tripp	Cllr. Dr. Jenkin (PC/CC) Cllr. Roberts Cllr. Ms Tunnicliffe
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.		
35/2017	<u>Members' Declarations</u> – a. <i>Pecuniary/Registerable Declarations of Interests</i> – none. b. <i>Non-Pecuniary/Disclosable Interests</i> – Cllr. Roberts in Minute 40c/2017. Cllrs. Smith and Jenkin in Minute 47a/2017. 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.		
36/2017	<u>Casual Vacancy</u> – no application had been received to fill the casual vacancy.		
37/2017	<u>Apologies for Absence</u> – Cllrs. Christophers (ill health) and Cllr. Parnell (leave).		
38/2017	<u>Outside Bodies / Reports</u> – a. <i>Police</i> – in the absence of PCSO Youngman there was no police report. b. <i>Cornwall Councillor</i> – Cllr. Jenkin said she had spoken to Mr Mike Peters, Cormac about the positioning of the Mobile Speed Camera (Minute 42d/2017 refers) and she had been told this was in hand. Cllr. Henwood said this was not the case. She was concerned that Planning Enforcement was not liaising with the Clerk or herself. There was much concern about the lack of money for social care. Cllr. Muriel said Enforcement had visited her on a number of recent occasions, but no progress is being made with the 'old' cases (Minute 41d/2017 refers). Cllr. Jenkin had asked Mr Alan Mason for a meeting to discuss the caravans being used by offsite workers and the outstanding enforcement issues. The Clerk to follow this up and send a copy to Cllr. Jenkin. c. <i>Community Network Panel</i> – the meeting scheduled for Wednesday 5 th April 2017 had been cancelled. The next meeting will be held on Wednesday, 7 th June 2017 at 6pm at Cury Village Hall.		Clerk
39/2017	<u>Minutes of Meetings</u> – a. <i>Full Council Meeting</i> – 9 th February 2017, AGREED as a true record. It was RESOLVED to hold the Minutes until they are approved by Members at the following meeting.		Clerk

	<p>b. <i>Amenities Committee Meeting</i> – Cllr. Henwood is unable to provide the Minutes of the meeting held on 27th October 2016.</p> <p>c. <i>NP Steering Group Meeting</i> – meeting cancelled.</p>	
	<p><u>Public Session</u> – the meeting was closed and Mrs Elizabeth Pool of 1 Hibernia Gardens spoke about Minute 40b/2017. She felt the shed was over powering not only the applicant's garden but also her own. She had concerns that it was not built on a hard standing and she wondered if it could become dangerous. There were also concerns there was insufficient room to clad the back of the structure. The meeting then reopened.</p>	
40/2017	<p><u>Planning Applications</u> – Members considered the following:</p> <p>a. <i>PA17/01051, Morcambria, Crowan</i> – first amendment: addition of new window to kitchen: PA16/11636 (construction of rear extension). A response of 'no objection' had been made under delegated powers.</p> <p>b. <i>PA17/01312, 3 Hibernia Gardens, Fore Street, Praze</i> – tool shed in rear garden. Cllr. Webb had visited the site. He said the structure was 3.6m x 3.6m plus veranda. The application had been made because the shed falls outside of permitted development. OBJECT because of overdevelopment of the plot, loss of amenity space and impact of loss of amenity of neighbours due to the closeness to the boundary and size of the structure.</p> <p>c. <i>PA17/01419, Land W of Trevelyan, Praze Road, Leedstown</i> – erection of 2 dormer bungalow-style dwellings and associated works – revised design PA15/10935. OBJECT on the grounds of over development of the site and the increased height of the buildings. There is now over looking issues of neighbouring properties – which was the reason for the objection to an earlier application.</p>	<p>Clerk</p> <p>Clerk</p>
41/2017	<p><u>Other Planning Matters</u> –</p> <p>a. <i>Planning Applications Approved by CC</i> – information only.</p> <p>i. <u>PA16/10784, Trevoole Farm, Camborne</u> – change of use of barn to residential.</p> <p>ii. <u>PA16/07373, Tremayne Villa, Tremayne</u> – proposed steel framed barn with corrugated steel clad walls and green finished fibre cement roof sheeting with natural light panels and roller shutter doors.</p> <p>iii. <u>PA16/05592, Telephone Exchange, School Road, Praze</u> – proposed change of use from commercial building to residential dwelling and business premises and temporary siting of caravan for the applicants for the duration of the build.</p> <p>b. <i>Outstanding Enforcement Issues</i> – an update was requested on 27th February, but no response received i.r.o.:</p> <p>i. <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". Further evidence had been provided by Cllr. Smith.</p> <p>ii. <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. Update requested on the intended serving of a Planning Contravention Notice upon the landowner.</p> <p>iii. <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.</p> <p>iv. <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.</p>	

	<p>v. <u>EN16/00860, Trenoweth House (former vicarage), Crowan</u> – alleged unauthorised works carried out to Grade II listed building. Case officer: Alan Mason had been asked to re-open this case.</p> <p>c. <i>Cornwall Community Infrastructure Levy Preliminary Draft Charging Schedule</i> – Minute 23d/2017 refers. Ms Gemma Arthur, CC advised there will be another stage of consultation in the spring, so they had recorded Members' objection at this stage, and will continue to look Members' concerns regarding the application of Zone 5 to Crowan NDP.</p> <p>d. <i>BT Telephone Exchange, Praze</i> – pre-planning application consultation. Details previously circulated via email.</p> <p>e. <i>PA17/00278, Rear of Fore Street, Praze An Beeble</i> – application for variation of condition 2 in respect of Decision Notice PA11/03009 to accommodate additional rooms in roof and for additional windows on dwelling 2 (plot 2) only. Members wished this to go to CC Planning Committee. Cllr. Smith will speak on behalf of the PC.</p> <p>f. <i>PA16/05139, Pengelly Mill, Higher Drym, Leedstown</i> – modification of S106 agreement dated 08.10.1993 in respect of decision notice 2/70/90/00009/F to remove restriction on further development for residential purposes on land at Pengelly Mill. Members 'agree to disagree'.</p>	<p>Clerk</p> <p>Clerk</p>
42/2017	<p><u>Highway Matters</u> –</p> <p>a. <i>Section 130 Notice</i> – Minute 204a/2016 refers. Cllr. Henwood hoped to meet with Mr John Dunstan in the coming week to discuss options and costs and will report to the Amenities Committee meeting.</p> <p>b. <i>Community Speed Gun</i> – Minute 8b/2017 refers. A minimum of 12 volunteers are required to operate the scheme. To date seven volunteers had come forward. Cllr. Smith volunteered to add his name to the list. Noted posters had been provided at Praze and Leedstown Schools, the Doctors' Surgery, village notice boards and public houses in the parish.</p> <p>c. <i>Binner Bridge</i> – Minute 24c/2017 refers. Mr Mike Peters had advised that whilst 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, he had queried what this would achieve in terms of visibility.</p> <p>Cllr. Henwood will speak to the Chair of Breage PC and will report back to the Amenities Committee meeting.</p> <p>d. <i>Mobile Speed Camera</i> – covered by Minute 38b/2017 above.</p> <p>e. <i>Fore Street, Praze</i> – deferred from the February meeting. There had been no further complaints i.r.o. the A-board and sandbags, outside the St Aubyn Arms. No further action. Minute 33/2017 refers.</p> <p>f. <i>Crowan Road Sign</i> – Highways had been asked if there was a reason that Crowan doesn't have a sign as you enter it from either direction. To date no response had been received. The Clerk to send a copy of the email to Cllr. Jenkin.</p>	<p>Cllr Henwood</p> <p>Cllr Henwood</p> <p>Clerk</p>
43/2017	<p><u>Environmental / Amenity Matters</u> –</p> <p>a. <i>Treasure Park</i> – Minute 209a/2016 refers. Cllr. Jenkin said this was with CC's Legal Department.</p> <p>b. <i>Water Pipe, Leedstown</i> – Minute 31a/2017 refers. Cllr. Henwood reported he had spoken with Mr Marcus Ward, SW Water i.r.o. the pipe only being laid as far as The Square, Leedstown. He had told Mr Ward that a pressure group is to set up to deal with the ongoing issue of low water pressure, which could result in SW Water being liable for compensation payments. Members were urged to report any instances of low pressure. It might be necessary to repeat the pressure readings on individual properties. Members maintained they were told originally there would be a complete pipe replacement in Leedstown.</p>	

	<p>c. <i>PAT Testing</i> – annual; Periodic Electrical Testing – every other year (last done in 2015). Cllr. Webb to action.</p> <p>d. <i>Flooding, Leedstown Square</i> – Mr Mike Peters, Cormac confirmed this was put forward to CC for funding repair / re-routing works at the beginning of the current financial year, regrettably it was not selected for funding. He had spoken with CC's Infrastructure Asset Coordinator she had confirmed the request to carry out works at this location will be rolled forward to the next financial year but, again, there is no guarantee that it will be selected.</p> <p>e. <i>Praze WC</i> – Members considered a letter from the North Coast Cluster Group to County Cllr. Adam Paynter insisting that public conveniences, previously financed by CC, should be free of business rates. The Clerk to support this initiative and send a copy to Derek Thomas MP.</p> <p>f. <i>First Aid Kits</i> – it was RESOLVED to purchase a first aid kit for the Parish Rooms, the Community Room on The Plan and Nancegollan Changing Rooms. A cupboard may be needed at Nancegollan to store the kit.</p> <p>g. <i>Easter Cross</i> – the Clerk reported that Crowan Church would be putting up a cross on The Plan, Praze over the Easter. Members had no objection.</p> <p>Cllr. Roberts felt the new parish sign was inappropriately worded and too large. Cllr. Webb will remove the poppy wreaths.</p>	<p>Cllr. Webb</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Cllr. Webb</p>																																				
44/2017	<p><u>Administrative Matters</u> –</p> <p>a. <i>Crowan Stories</i> – Minute 26b/2017 refers. Members considered the proposals made by Ms Sarah Chapman, to progress with this project. Details previously circulated via email. A meeting with Ms Chapman to be arranged for May (after the election).</p> <p>b. <i>Parish Council Election 2017</i> – the Clerk had picked up the nomination packs and they were distributed to Members. They must be completed and returned to CC by 4th April. Any posted nominations will be declared invalid. It was RESOLVED to request CC to look into de-warding Crowan, i.e. to just have one Ward covering the whole parish.</p> <p>c. <i>PC Photograph</i> – the Clerk to approach Mr Richard Thomas to organise group photograph to be organised. Minute 31b/2017 refers.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>																																				
45/2017	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – schedule 2016/17–11 to a value of £2,590.04 was APPROVED for payment.</p> <p>The Clerk reported that following submission of the Parish Rooms meter reading, the PC was now £108.38 in credit with EDF Energy.</p> <p>The bank reconciliation was made available for inspection.</p> <table border="1"> <thead> <tr> <th>EXPENSES</th> <th>Price</th> <th>VAT</th> <th>Total</th> </tr> </thead> <tbody> <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>316.68</td> <td>63.34</td> <td>380.02</td> </tr> <tr> <td>Parish Rooms, Crowan</td> <td>253.59</td> <td>43.67</td> <td>297.26</td> </tr> <tr> <td>Play Areas - incl. H&S reports and equipment repairs</td> <td>510.60</td> <td>101.00</td> <td>611.60</td> </tr> <tr> <td>Grant - Praze Christmas Lights</td> <td>151.86</td> <td>7.70</td> <td>159.56</td> </tr> <tr> <td>Chairman's Allowance</td> <td>130.00</td> <td></td> <td>130.00</td> </tr> <tr> <td>Administration</td> <td>48.56</td> <td></td> <td>48.56</td> </tr> <tr> <td></td> <td></td> <td></td> <td>£2,590.04</td> </tr> </tbody> </table> <p>b. <i>Budget Monitor</i> – a copy was circulated at the meeting.</p> <p>c. <i>Grant Application</i> – Members considered making a grant to:</p> <p>i. <u>Cornwall Air Ambulance</u> – the Clerk reported a grant of £100 had been made in May 2016. It was AGREED not to make a further grant in this financial year.</p> <p>ii. <u>Leedstown Village Hall</u> – request for a grant of £300 towards the purchase of new stage curtains. Deferred to the April meeting.</p>	EXPENSES	Price	VAT	Total	Staff costs – including tax and NI	963.04		963.04	Praze WCs & Community Room	316.68	63.34	380.02	Parish Rooms, Crowan	253.59	43.67	297.26	Play Areas - incl. H&S reports and equipment repairs	510.60	101.00	611.60	Grant - Praze Christmas Lights	151.86	7.70	159.56	Chairman's Allowance	130.00		130.00	Administration	48.56		48.56				£2,590.04	<p>Clerk</p>
EXPENSES	Price	VAT	Total																																			
Staff costs – including tax and NI	963.04		963.04																																			
Praze WCs & Community Room	316.68	63.34	380.02																																			
Parish Rooms, Crowan	253.59	43.67	297.26																																			
Play Areas - incl. H&S reports and equipment repairs	510.60	101.00	611.60																																			
Grant - Praze Christmas Lights	151.86	7.70	159.56																																			
Chairman's Allowance	130.00		130.00																																			
Administration	48.56		48.56																																			
			£2,590.04																																			

	d. <i>Local Maintenance Partnership, PROWs</i> – it was RESOLVED to accept the grant of £4,984.20 from CC to maintain the PROWs in the parish in 2017. The Clerk to return the signed agreement form.	Clerk
46/2017	<u>Correspondence</u> – not mentioned elsewhere on the agenda. a. <i>National Plant Monitoring Scheme (NPMS)</i> – the aim is to collect data to provide an annual indication of changes in plant abundance and diversity. More information on: www.npms.org.uk . b. <i>Clerks & Councils Direct</i> – March 2017. c. <i>West Cornwall Survey</i> – Derek Thomas MP is carrying out a survey to seek residents' views: www.survey.derekthomas.org.uk . d. <i>Cornish Mining and the World</i> – industrial heritage conference on Friday, 17 th March at 9.45. Booking is essential by calling 01566 771930 or via our website www.wheal-martyn.com . e. <i>Cornwall 4 Change</i> – March 2017 newsletter.	
47/2017	<u>Parish Organisations</u> – reports i.r.o. village halls and local school, which require Members' attention. a. <i>Praze Institute</i> – the response / quotation from Nicholas Hancox Solicitors Ltd., i.r.o. the Parish Council becoming Trustees of the Institute had been passed to the Amenities Committee.	
48/2017	<u>Diary Dates</u> – a. <i>Council Meetings</i> : i. <u>Full Council Meeting</u> – 13 th April 2017. ii. <u>Parish Meeting</u> – 11 th May 2017. iii. <u>NP Steering Group</u> – TBC. iv. <u>Amenities Committee (AC) Meeting</u> – 15 th March 2017. Apologies from Cllr. Allen and the Clerk.	
49/2017	<u>Information Only / Items for Future Agendas</u> – a. None.	
50/2017	<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.	
51/2017	<u>Praze WC Cleaning Contract</u> – the Clerk reported that Cormac had refused to add emptying the bin in the Praze play area to the WC Cleaning Contract. Members APPROVED the draft contract, which includes the requirement to empty the bin. The Clerk to contact Ms Maxine Hardy, CC and ask her to approach PCs in the network area for a list of contractors they use and to place an advertisement in the <i>West Briton</i> and the notice boards.	Clerk
52/2017	<u>Meeting Closed</u> – 21.09pm.	

Signature: (Cllr. Henwood)
Chairman

Date: 13th April 2017