

# Crowan Parish Council

## NOTICE AND AGENDA OF THE FULL COUNCIL MEETING TO BE HELD IN THE PARISH ROOMS, CROWAN ON THURSDAY, 12<sup>th</sup> OCTOBER 2017 at 7.15pm

Members of the public and press are invited to attend this meeting of the Council.

Minutes of Council Meetings are available to view on [www.crowan-pc.gov.uk](http://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. Anyone not wishing to participate may leave the room and rejoin the meeting later.	
	<u>Chairman's Welcome and Public Forum</u> – members of the public may address the Council prior to the commencement of the Meeting. Members to meet with Mr Andrew Williams, Praze Christmas Lights Committee.	
140/2017	<u>Members' Declarations</u> – a. <i>Pecuniary/Registerable Declarations of Interests</i> – Members must declare an interest, in an agenda item, which has been declared on their Register of Financial Interests form. b. <i>Non-Pecuniary/Disclosable Interests</i> – Members must declare non-pecuniary interests at the start of the meeting or whenever the interest becomes apparent. c. <i>Declaration of Gifts</i> – Members are reminded they must not accept any gift or hospitality with a value in excess of fifty pounds. d. <i>Dispensations</i> – renew dispensations for All Members i.r.o. Nancegollan Village Hall and cemetery.	
141/2017	<u>Apologies for Absence</u> –	
142/2017	<u>Outside Bodies / Reports</u> – a. <i>Police</i> – Members to receive a report. b. <i>Cornwall Councillor</i> – Members to receive a report. c. <i>Community Network Panel</i> – Members to receive an update following the meeting held on Wednesday, 4 <sup>th</sup> October 2017 at 6pm. Venue TBC.	PCSO Cllr. Jenkin Cllr. Smith
143/2017	<u>Minutes of Meetings</u> – a. <i>Full Council Meeting</i> – 14 <sup>th</sup> September 2017. b. <i>NP Steering Group Meeting</i> – 11 <sup>th</sup> October 2017.	
144/2017	<u>Planning Applications</u> – Members to consider the following: a. <i>PA17/05690, Land E of Ros an Brea, Praze Road, Leedstown</i> – erection of two dwellings and associated works. Revised had been plans received. b. <i>PA17/06903, Land adjoining Woodpecker Lodge, Clowance, Praze</i> – proposed conversion of barn to dwelling. c. <i>PA17/06904, Land adjoining Woodpecker Lodge, Clowance, Praze</i> – LBC for the proposed conversion of barn to dwelling. d. <i>PA17/08399, 9 Station Hill, Praze</i> – retention and completion of rear extension to dwelling.	Plans with Cllr. Jenkin Plans with Cllr. Jenkin Plans with Cllr. Smith

145/2017	<p><u>Other Planning Matters –</u></p> <p>a. <i>Planning Applications Approved by CC –</i></p> <ul style="list-style-type: none"> <li>i. <u>PA17/06115, Roselyn House Cottage, The Square, Townshend</u> – separation of existing self-contained residential annex to Roselyn House to form separate dwelling with holiday restriction and adaptation of approved vehicular access (PA15/04022). <b>Members objected to this application.</b></li> <li>ii. <u>PA17/06298, 1 Willstone Meadows, Vyvyans Terrace, Praze</u> – variation of condition 4 in relation to PA11/03009: to change the existing roof pitch and lowering garage due to site conditions. <b>Members had no objection to this application.</b></li> <li>iii. <u>PA17/06715, Hr. Cargenwen Farm, Black Rock</u> – certificate of lawfulness for existing development of a building in compliance with the terms of permission PA8/00139/F (to comply with Enforcement Notice EN09/00476 as varied on appeal APP/D0840/C/13/2193147-50). <b>Granted (CAADs and LUs only).</b></li> </ul> <p>b. <i>Outstanding Enforcement Issues –</i> Members to receive the following updates:</p> <ul style="list-style-type: none"> <li>i. <u>EN16/00860, Trenoweth House (former vicarage), Crowan</u> - alleged unauthorised works carried out to Grade II listed building. Case officer: Alan Mason reported investigations are still ongoing with the land owner and a further site meeting had been arranged for 14<sup>th</sup> August 2017. The meeting will be attended by officers from the Council's Historic Environment Team, Ecologist, Planning Officers and Planning Enforcement.</li> <li>ii. <u>EN16/01461, Bosarawan, Godolphin Bridge, Townshend</u> – alleged stationing of caravan without planning permission. Case officer: Ms Brown.</li> <li>iii. <u>EN17/01534, The Piggery, Burnt Downs Farm, Praze Road, Leedstown</u> – alleged unauthorised barn conversion.</li> <li>iv. <u>EN17/01551, Land SW of Spring Farm, Black Rock</u> – alleged untidy site.</li> <li>v. <u>EN17/01558, Cargenwen Croft, Black Rock</u> – alleged siting of numerous caravans for residential use and untidy site.</li> </ul> <p>NOTE – Ms Claire Hawke, CC advised the enforcement team had previously investigated this site under EN12/00681 for the caravans, however as the number of caravans had increased over the years they will get a new case set up and allocated to an officer.</p> <p>NOTE – Public Protection had been asked to investigate other concerns regarding rats, licensing, etc.</p> <ul style="list-style-type: none"> <li>vi. <u>EN17/01588, 1 Crowan Cottage, Crowan</u> – alleged unauthorised works to Grade II Listed building; namely installation of UPVC door.</li> <li>vii. <u>EN17/01691, Land Adj to Amenity Area at St James Place, Praze Road, Leedstown</u> – alleged untidy site.</li> <li>viii. <u>EN17/01835, Roselyn House, The Square, Townshend</u> – alleged construction of a raised balcony. New Case.</li> <li>ix. <u>EN17/01873, Roselyn House, The Square, Townshend</u> – alleged works not being carried out in accordance with approved plans PA17/06317 – Roof higher than approved and concerns regarding roof lights and windows. New case.</li> </ul> <p>c. <i>Planning Applications Withdrawn –</i> information only.</p> <ul style="list-style-type: none"> <li>i. <u>PA17/04084, Land E of The Bungalow, Chapel Road, Leedstown</u> – construction of a dormer bungalow. Cllr. Henwood said it only entailed a dormer on the rear of the bungalow. <b>Members objected to this application.</b></li> </ul>	
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146/2017	<p><u>Highway Matters –</u></p> <p>a. <i>Traffic Regulation Order</i> – Minute 104/2017 refers. Ms Maxine Hardy, CC advised they are struggling with resources. <i>The Square, Townshend</i> – Minute 102a/2017. Members to consider double yellow lines at this location. NOTE – Ms Maxine Hardy, CC advised it is too late to add any more schemes to the TRO.</p> <p>b. <i>Leedstown Sign</i> – Cllr. Roberts had received a complaint that the sign blocks visibility from a neighbouring property. Cllr. Jenkin will look at this and see if anything can be done to alleviate the situation. Minute AC64/2017.</p> <p>c. <i>St Aubyn Arms</i> – Mr Derek Thomas MP had written to say he had been approached by the landlady of the St Aubyn Arms i.r.o. her plan to have a single parking space directly outside the front door of the pub shut off to vehicles. She believes this would provide greater safety to customers leaving and accessing the pub. In return, she is happy to offer a parking space in the pub car park to the rear of the building. Members views are sought on this proposal.</p> <p>d. <i>Binner Bridge</i> – Minute 127a/2017 refers. Cllr. Henwood had contacted Breage PC, who are happy to work with us. The Clerk had drafted an email to Highways, which was awaiting approval from Breage PC prior to sending.</p> <p>e. <i>Crowan Nameplates</i> – Minute 95d/2017 refers. Mr Mike Peters, Cormac reported CC had agreed to pay for the full cost of the two nameplates. As soon as he has confirmation of the Cornish wording, he will arrange for the signs to be ordered and erected.</p>	<p>Cllr. Jenkin</p> <p>Information</p> <p>Information</p>
147/2017	<p><u>Environmental / Amenity Matters –</u></p> <p>a. <i>Treasure Park</i> – Minute 128a/2017 refers. Members to receive an update, to include complaints about fly-tipping and misuse of the site. See also Minute 145b[ix]/2017 above.</p> <p>b. <i>Water Pipe, Leedstown</i> – Minute 60b/2017 refers. Members to consider the results of the water pressure data loggers in Leedstown.</p> <p>c. <i>Crowan Stories</i> – Minute 44a/2017 refers. Members to consider the next steps in progressing this project.</p> <p>d. <i>Leedstown Play Equipment</i> – Minute 128e/2017 refers. Members to receive an update regarding a possible funding application to Sita.</p> <p>e. <i>Land Adj. to Collins View, Nancegollan</i> – Minute 138/2017 refers. Members to consider any response from the landowner, as to whether he might be interested in disposing of the land to the PC, bearing in mind that it has been used as an amenity space by residents for over 10 years.</p> <p>f. <i>Dog Waste, Praze</i> – a complaint had been received that since the dog waste bin was removed, people are dropping their waste on the ground where it used to be and that the bin by the cricket field hasn't been emptied all season.</p> <p>g. <i>Carn Brea Morris Dancers</i> – Ms Josie Tapp requests permission to use The Plan, Praze on Saturday, 16<sup>th</sup> June 2018 between 9.45 and 10.30am.</p>	<p>Cllr Henwood</p> <p>Cllr. Smith</p>
148/2017	<p><u>Administrative Matters –</u></p> <p>a. <i>Remembrance Sunday</i> – 12<sup>th</sup> November 2017. In addition to the steps taken and reported to the October meeting, the Clerk had:</p> <ol style="list-style-type: none"> <li>i. <u>Poppy Wreath</u> – placed an order.</li> <li>ii. <u>Chapter 8 accreditation person</u> – Cllr. Webb has been booked to attend the training course on 20<sup>th</sup> October 2017 in Bodmin and Cllr. Smith the course on 28<sup>th</sup> October at Notter Bridge.</li> <li>iii. <u>Invitations</u> – issued to local organisations and schools; and Ms Chloe Glover requesting she play the 'Last Post'.</li> <li>iv. <u>Names on War Memorial</u> – list provided to Chairman, in case of need.</li> </ol>	

	<p>b. <i>Parish Council Award</i> – Members to consider a suggestion that they create an award scheme to recognise residents who have made a significant contribution to the community.</p> <p>c. <i>Cornwall Electoral Review</i> – the electoral review will recommend new electoral arrangements for Cornwall. It will propose:</p> <ul style="list-style-type: none"> <li>• The total number of councillors elected to the council in the future</li> <li>• The number of divisions</li> <li>• The number of councillors representing each division</li> <li>• Division boundaries</li> <li>• Names of divisions</li> </ul> <p>Closing date is 19<sup>th</sup> February 2017 (think they mean 2018!) Details previously circulated via email.</p>	
149/2017	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – schedule 2017/18–06. NOTE – the bank reconciliation to be made available for inspection.</p> <p>b. <i>Budget Monitor</i> – copy to be circulated at the meeting. Members to pay particular attention to items budgeted for, but not yet spent.</p> <p>c. <i>Bank Signatures</i> – Minute 130d/2017 refers. Members to receive an update, regarding the change of signatures on the bank accounts.</p> <p>d. <i>2018/19 Budget</i> – Members to give consideration to projects / expenditure items they would like to be added to the next year’s budget.</p> <p>e. <i>Risk Assessments</i> – Members to consider and adopt:</p> <ul style="list-style-type: none"> <li>i. <u>Parish Rooms</u> –</li> <li>ii. <u>Crowan WC / Community Room</u> –</li> </ul> <p>f. <i>Grant Application</i> – Cornwall Air Ambulance. NOTE – a grant of £100 was made to this organisation in May 2016.</p>	Cllr. Smith
150/2017	<p><u>Correspondence</u> – not mentioned elsewhere on the agenda.</p> <p>a.</p>	
151/2017	<p><u>Parish Organisations</u> – reports i.r.o. village halls and local school, which require Members’ attention.</p> <p>a. <i>Nancegollan Village Hall</i> – the next meeting will be on Monday, 16<sup>th</sup> October 2017, at 7.30pm.</p>	
152/2017	<p><u>Diary Dates</u> –</p> <p>a. <i>Council Meetings</i>:</p> <ul style="list-style-type: none"> <li>i. <u>Full Council Meeting</u> – 12<sup>th</sup> October 2017.</li> <li>ii. <u>Amenities Committee (AC) Meeting</u> – Tuesday, 21<sup>st</sup> November 2017.</li> <li>iii. <u>NP Steering Group</u> – TBC.</li> </ul> <p>b. <i>Community Flood Forum Conference</i> – Friday, 3<sup>rd</sup> November 2017, 9.30-6pm, Truro Town Hall.</p> <p>c. ACCESSLAB – free event for politicians, councillors, campaigners and community group to be held on 24<sup>th</sup> November 2017. <b>Details previously circulated via email.</b></p> <p>d. <i>Project Griffin Awareness Sessions</i> – Liskeard town Council Office, Wednesday, 8<sup>th</sup> November 2017, 6p-8pm. Project Griffin is a national counter terrorism awareness initiative for business and event organisers. Its primary mission is to engage, encourage and enable members of the community to work in partnership with the police to deter, detect and counter terrorist activity and crime. <b>Details previously circulated via email.</b></p>	

	e. <i>Mutual Home Ownership Society</i> – 25 <sup>th</sup> October 2017, 7pm, in the Guildhall, Helston. <b>Details previously circulated via email.</b>	
153/2017	<u>Information Only / Items for Future Agendas</u> – a.	
154/2017	<u>Closed Session</u> – in view of the special/confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be excluded and they are instructed to withdraw.	
155/2017	<u>Parish Rooms</u> – Members to consider any quotations to repaint the interior of the parish rooms.	
156/2017	<u>Nancegollan Play Equipment</u> – Members to consider a quotation to supply and install the following: a. 1 x baby swing frame with grass mats as safety surface (we can re-use the swings and chains) b. Baby swing has two rotten legs and the top beam is rotten, 1 x swing hanger is broken, the other two legs have started to rot. SW Play don't think it's really worth repairing.  There is one leg on the tower by the slide that is rotten and a rotten leg by the climbing wall.	
157/2017	<u>Meeting Closed</u> –	

Signature: ..... (Mrs Gillian Thompson)  
Parish Clerk

Date: 4<sup>th</sup> October 2017

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