

Crowan Parish Council

MINUTES OF THE FULL COUNCIL MEETING

HELD IN THE PARISH ROOMS, CROWAN

ON THURSDAY, 14th SEPTEMBER 2017 at 7.15pm

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.

Present:	Cllr. Smith (Chairman) Cllr. Hodson Cllr. Mrs Muriel Cllr. Webb	Cllr. Miss Allen Cllr. Dr. Jenkin (PC/CC) Cllr. Roberts	Cllr. Henwood Cllr. McLeod Cllr. Tripp
Minute	AGENDA ITEMS		Action
	<p>In the absence of the Clerk, Cllr. Muriel took the Minutes.</p> <p><u>Prayers</u> – led by the Chair, who advised anyone not wishing to participate may leave the room and re-join the meeting later.</p>		
	<p><u>Chairman's Welcome and Public Forum</u> – the Chairman welcomed those present, with a particularly warm welcome to the members of the public.</p> <p>Ms Alice Maffey of Ocean Housing and Ms Jo Harley of Gilbert and Goode gave a presentation on the potential housing development at the top of Fore Street, Praze. Mr Andy Golay had spoken to Members previously about this possible development. The development would be Affordable housing, 20-25 dwellings, 5-6 open market; from 1-bedroom flats to 3-bedroom houses. Parking would be provided: 1 space per 1-bed, 2 for 3-bed. 70% would be for rent and 30% shared ownership.</p> <p>They agreed a Community Consultation would be arranged with the PC.</p> <p>Cllr. Henwood expressed concerns about the access point. This had been raised with Mr Golay previously, with the possibility of a roundabout.</p> <p>Cllr Jenkin pointed out the rear access to Fore Street needs to be kept open.</p> <p>Cllr. Hodson said it is important the aesthetic view from the approach needs to be considered so it blends with Fore Street.</p> <p>Mr Tony Pearce told Members that works are being carried on land (from Higher Bolitho to Carthew) on Sundays, with footpaths being strimmed and hedges cut.</p> <p>The Clerk to check with CC/contractor who is doing the works and request the work is not carried out on Sundays.</p> <p>Cllr. Muriel spoke about her application (PA17/01883, Minute 125a/2017 below). She explained it was for new timer barn and repairs to the granite barn. She explained that during the purchase process she enquired of CC Planning what permissions were necessary to repair the barn and was informed that as long as an agricultural business was operating on the holding it would be OK. She, therefore, felt confident to start the repairs but now had submitted a retrospective application to include a timber barn. Cllr. Muriel explained that her alpaca business was expanding in size and success. She had a need to offer appropriate facilities for visitors and vets etc. There are approved isolation paddocks on the north side. Welfare and bio security were paramount, although alpacas do not live in, shelter and emergency shelter was necessary. She emphasised that all the original stone had been reused, it was on the original footprint and the intention was to preserve local Cornish stone barns.</p> <p>Cllr. Hodson spoke about his application (PA17/07471, Minute 125d/2017 below). The extension is for personal use of his extending and visiting family. It was unobtrusive due to natural screening and only added 3.2m².</p>		Clerk
121/2017	<p><u>Members' Declarations</u> – the Clerk had apologised the numbering on the agenda was wrong, but had been amended on these Minutes.</p>		

	<p>a. <i>Pecuniary/Registerable Declarations of Interests</i> – Cllrs. Muriel in 125a/2017 and Hodson in 125d/2017.</p> <p>b. <i>Non-Pecuniary/Disclosable Interests</i> – none.</p> <p>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.</p> <p>d. <i>Dispensations</i> – none.</p>	
122/2017	<u>Apologies for Absence</u> – Cllrs. Christophers, Parnell and Tunncliffe; and the Clerk (ill health).	
123/2017	<p><u>Outside Bodies / Reports</u> –</p> <p>a. <i>Police</i> – in the absence of PCSO Youngman, there was no police report.</p> <p>b. <i>Cornwall Councillor</i> – Cllr. Jenkin reported it had been agreed the development at Threemilestone should go to Full Council. She had attended the Public Meeting regarding the Chicken Farm at Nancegollan, there are concerns about the flood risk. It had not yet been passed to Strategic Planning.</p> <p>Cllr. Jenkin is chasing Planning Enforcement i.r.o. Pump International (Minute 126b[iii]/j2017 refers).</p> <p>c. <i>Community Network Panel</i> – Cllrs. Smith and Parnell had attended the meeting held on 5th July 2017. Draft Minutes were available.</p>	
124/2017	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 27th July 2017, AGREED as a true record.</p> <p>b. <i>Amenities Committee (AC) Meeting</i> – 5th September 2017. Deferred to the October meeting.</p> <p>c. <i>NP Steering Group Meeting</i> – 25th July 2017. Information only.</p>	
125/2017	<p><u>Planning Applications</u> – Members considered the following:</p> <p>a. <i>PA17/01883, Carne Tremayne Farm, Praze</i> – retention of timber barn for agricultural use, retention and repairs to stone barn for agricultural use. SUPPORT.</p> <p>b. <i>PA17/06298, 1 Willstone Meadows, Vyvyans Terrace, Praze</i> – variation of condition 4 in relation to PA11/03009: to change the existing roof pitch and lowering garage due to site conditions. NO OBJECTION.</p> <p>c. <i>PA17/06715, Hr. Cargenwen Farm, Black Rock</i> – 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).</p> <p>Members had attended the site but were refused access by the applicant. The Clerk to establish the deadline for comments. It was RESOLVED to give delegated powers to Cllrs. Henwood and Hodson to re-attend and to make observations or to inform enforcement that it is impossible to confirm conditions have been met.</p> <p>d. <i>PA17/07471, Hr. Drym House, Hr. Drym, Leedstown</i> – change of use of detached studio to ancillary accommodation / holiday let use and 3.2m² extension.</p> <p>NO OBJECTION provided a condition is added that the use of the extension is tied to the main dwelling permanently and to point out to the case officer that Members do not feel this is ancillary.</p> <p>e. <i>PA17/07642, Nancegollan Farm</i> – conversion and extension of agricultural building to form dwelling. NO OBJECTION, but the Clerk to ask the case officer to check the red line regarding the listed buildings and confirm the proximity to the footpath will not infringe the access.</p>	<p>Clerk</p> <p>Clerk</p> <p>Cllrs. Hodson / Henwood</p> <p>Clerk</p> <p>Clerk</p>

126/2017	<p><u>Other Planning Matters –</u></p> <p>a. <i>Planning Applications Approved by CC –</i></p> <p>i. <u>PA17/05101, 3 Tregoning View, Townshend</u> – erection of double storey extension to the rear of the property.</p> <p>ii. <u>PA17/05982, 104 St Aubyns Close, Praze</u> – to create a first floor above the existing bungalow.</p> <p>b. <i>Outstanding Enforcement Issues – Members received the following updates:</i></p> <p>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 14th August 2017. The meeting will be attended by officers from the Council's Historic Environment Team, Ecologist, Planning Officers and Planning Enforcement.</p> <p>ii. <u>EN16/01461, Bosarawan, Godolphin Bridge, Townshend</u> – alleged stationing of caravan without planning permission. Case officer: Ms Brown.</p> <p>iii. <u>EN17/00071, Land at Pump International Ltd., Trenoweth, Praze</u> – alleged use of a residential caravan, stationed on land within the site. Case officer Neil Butler reported Management at the Council had advised him to wait on this case while they formulate their policy on caravans going forwards. He had advised the occupant to wait until the advice comes in before they submit a Certificate of Lawfulness, which is what they want to do. Cllr. Jenkin to follow up with Enforcement.</p> <p>iv. <u>EN17/00105, Land at Pump International Ltd., Trenoweth, Praze</u> – alleged use of an area of land within the site as a car park for Trevoole Motors. Case officer Neil Butler reported the complaint is that a car parking area had been created for use in conjunction with the Trevoole Motors business. It is not a freshly tarmaced or constructed area but had rather been cleared of brambles etc. to make space.</p> <p>Condition 8 of planning application W2/89/00324/F which changed the use from a cattle breeding ground to industrial / warehouse use states the permitted uses on the site will be B1, B2 and B8. These are the industrial use classes. The area being used for parking is ancillary to the garage repair business which is a B2 use. Both the repair business and the car park are sited within the site outline of W2/89/00324/F and hence there is no change of use.</p> <p>v. <u>EN17/01256, Trevoole Cottage, Trevoole</u> – construction of a new roof structure to the existing bar without planning consent. Case officer, Ms Mandy Smith reported she is satisfied that the works carried out were repair and maintenance therefore, CASE CLOSED as no breach found.</p> <p>vi. <u>EN17/01363, Roselyn House Cottage, The Square, Townshend</u> – 3-bedroom had been constructed and not a 2-bedroom as approved. Case officer, Ms Mandy Smith reported the dwelling has not yet been constructed. There is a current application PA17/06317 pending consideration. CASE CLOSED as no breach found.</p> <p>vii. <u>EN17/01490, Leedstown Methodist Church</u> – alleged change of use of listed building now being used for business (potato farm) and residential purposes. New case. Case officer, Ms Mandy Smith reported that following a site visit no evidence of alleged breach found. CASE CLOSED.</p> <p>viii. <u>EN17/01534, The Piggery, Burnt Downs Farm, Praze Road, Leedstown</u> – alleged unauthorised barn conversion. New case.</p> <p>ix. <u>EN17/01551, Land SW of Spring Farm, Black Rock</u> – alleged untidy site. New case.</p> <p>x. <u>EN17/01558, Cargenwen Croft, Black Rock</u> – alleged siting of numerous caravans for residential use and untidy site. New case.</p>	Cllr. Jenkin
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129/2017	<p><u>Administrative Matters</u> –</p> <p>a. <i>Remembrance Sunday</i> – 12th November 2017.</p> <p>i. <u>Road Closure Notice</u> – applied for on 10th August 2017.</p> <p>NOTE – Members to appoint someone to laminate and put up the road closure notices.</p> <p>NOTE – First Kernow, the Doctors’ Surgery and the Police had been notified of the road closure application.</p> <p><u>Chapter 8 accreditation person</u> – Cllr Webb’s accreditation is out-of-date. The Clerk to speak to Ms Maxine Hardy, CC regarding dates for course. Possible another Members to attend.</p> <p>ii. <u>War Memorial</u> – Mr Stovell had been asked to clean the memorial prior to the service, together with that of the milestone. [Milestone Cottage on B3302 in Leedstown (SW604343)]. Minute 147c/2016 refers. The Clerk to ask Mr Stovell to clear leaves around the toilet area.</p> <p>iii. <u>Poppy Wreath</u> – the Clerk to order a poppy wreath.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>																																				
130/2017	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – schedule 2017/18–05, to a value of £9,407.11 was APPROVED for payment.</p> <p>The bank reconciliation to be 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>1,220.57</td> <td></td> <td>1,220.57</td> </tr> <tr> <td>Praze WCs & Community Room</td> <td>57.00</td> <td></td> <td>57.00</td> </tr> <tr> <td>Parish Rooms, Crowan</td> <td>219.80</td> <td>10.22</td> <td>230.02</td> </tr> <tr> <td>Play Areas - incl. H&S reports</td> <td>1,249.64</td> <td>237.41</td> <td>1,487.05</td> </tr> <tr> <td>Administration</td> <td>123.7</td> <td>17.59</td> <td>141.29</td> </tr> <tr> <td>Storylines - Crowan CDs</td> <td>850</td> <td></td> <td>850</td> </tr> <tr> <td>Public Rights of way - maintenance</td> <td>4,517.66</td> <td>903.52</td> <td>5,421.18</td> </tr> <tr> <td></td> <td></td> <td></td> <td>£9,407.11</td> </tr> </tbody> </table> <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>2016/17 Annual Return</i> – the External Auditors, Grant Thornton, had passed the 2016/17 Accounts, but pointed out the figures for the end of year balance had been transposed.</p> <p>d. <i>Bank Signatures</i> – Minute 80a/2017 refers. Members to receive an update, regarding the change of signatures on the bank accounts.</p> <p>e. <i>Risk Assessments</i> – deferred to the October meeting.</p>	EXPENSES	Price	VAT	Total	Staff costs – including tax and NI	1,220.57		1,220.57	Praze WCs & Community Room	57.00		57.00	Parish Rooms, Crowan	219.80	10.22	230.02	Play Areas - incl. H&S reports	1,249.64	237.41	1,487.05	Administration	123.7	17.59	141.29	Storylines - Crowan CDs	850		850	Public Rights of way - maintenance	4,517.66	903.52	5,421.18				£9,407.11	<p>Cllr. Smith</p>
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131/2017	<p><u>Correspondence</u> – not mentioned elsewhere on the agenda.</p> <p>a. <i>Clerks and Councils Direct</i> – September 2017.</p>																																					
132/2017	<p><u>Parish Organisations</u> – reports i.r.o. village halls and local school, which require Members’ attention.</p> <p>a. Cllr. Roberts asked if the Playing Field Committee could have a link to the PC website. He will liaise with the Clerk.</p>	<p>Cllr. Roberts / Clerk</p>																																				

	b. <i>Bridlepath at Dowha</i> – Cllr. Henwood reported the drainage needs clearing. The Clerk to report this to Mr Hamish Gordon.	Clerk
133/2017	<p><u>Diary Dates</u> –</p> <p>a. <i>Council Meetings</i>:</p> <p>i. <u>Full Council Meeting</u> – 12th October 2017.</p> <p>ii. <u>Amenities Committee (AC) Meeting</u> – Tuesday, 21st November 2017.</p> <p>iii. <u>NP Steering Group</u> – TBC.</p> <p>b. <i>Electoral Reviews of CC and the PCs of Cornwall</i> – Saturday, 14th October 2017 at New County Hall, Truro (10am-4pm). The event is open to member and non-member councils and is your opportunity to find out how this will affect your council and your community. Lunch and Refreshments will be provided. The cost for the day is £10/person.</p>	
134/2017	<p><u>Information Only / Items for Future Agendas</u> –</p> <p>a. None.</p>	
135/2017	<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.	
136/2017	<u>Parish Rooms</u> – no quotations to repaint the interior of the parish rooms was available, deferred to the October Meeting.	Clerk
137/2017	<u>Phone Kiosk</u> – it was RESOLVED to accept a quotation from Mr Turner to rub down and paint the kiosk at a cost of £270, to include the use of Hammerite red paint.	Cllr Henwood
138/2017	<u>Land Adj. to Collins View, Nancegollan</u> – Cllr. Jenkin suggested the Parish Council might consider taking on the area of land as a public amenity space on behalf of the residents. It was RESOLVED the Clerk would contact the owner asking 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	Clerk
139/2017	<u>Meeting Closed</u> – 9.05pm.	

Signature: (Cllr. Smith)
Chairman

Date: 12th October 2017