

Crowan Parish Council

MINUTES OF THE AMENITIES COMMITTEE MEETING

HELD IN PARISH ROOMS, CROWAN

ON TUESDAY, 21st NOVEMBER 2017 @ 7pm

Minutes of Council Meetings are available to view on www.crowan-pc.gov.uk; on the Praze and Leedstown Notice Board; on Nancegollan and Townshend Village Hall Notice Boards.

Present:	Cllr. Webb (Chairman) Cllr. Henwood Cllr. McLeod	Cllr. Miss Allen Cllr. Hodson Cllr. Roberts	Cllr. Christophers Cllr. Dr. Jenkin Cllr. Smith
----------	--	---	---

In Attendance:	Mrs Thompson (Clerk)
----------------	----------------------

Ref. No.	Agenda Item	Action
	<u>Chairman's Welcome and Public Forum</u> – the Chairman opened the meeting and welcomed those present.	
AC66/2017	<u>Members' Declarations</u> – a. <i>Pecuniary/Registerable Declarations of Interests</i> – none. b. <i>Non-Registerable Interests</i> – none. c. <i>Declaration of Gifts</i> – Members were reminded they must declare any gift or hospitality with a value in excess of fifty pounds.	
AC67/2017	<u>Apologies for Absence</u> – Cllrs. Jenkin, Parnell and Tunnicliffe.	
AC68/2017	<u>PROW Issues</u> – Mr Hamish Gordon had provided the following updates: a. <i>PROW/207/18/1</i> – there is no sign on the road and the gate is held together with string and should have a proper catch. Cormac had logged the missing sign and this will be placed on a spreadsheet with other defective signs that is held by CC. With regards to the gate, Cormac can only take action against a landowner if a structure under his control, such as a gate, is out of repair to the point where it is either classed as an obstruction or dangerous to the legal users of the path. NFA. b. <i>PROW/207/38/1</i> – the path had been blocked in places. Cllr. Henwood said he had spoken to the landowner, who believed they had paid for the path to be diverted. Mr Gordon said he understands the Legal Order to Divert this footpath had not yet been confirmed by CC due to some technicalities within the legal process. He had met and then subsequently written to the landowners in December 2015 explaining what they were required to do to help the process to bring the Order into force. Cllr. Webb will speak to the landowner and seek clarification. c. <i>PROW 207/41/2, Higher Drym to Tucking Mill aka Trenwheal Mill</i> – photographs of the overgrown hedges reported to Countryside Services. Cllr. Hodson said the hedges had been cut. No further action. d. <i>PROW/207/50/3</i> – Cllr. Henwood reported CC had been on site with volunteers, and the kissing gate is now in the wrong place. Mr Gordon reported the works to move the gate and clear the vegetation are on the Cormac work programme. NFA. e. <i>PROW/207/51/2</i> – Cllr. Henwood explained this path becomes 51/1 and then joins 207/53. On the first hedge it appears work is starting on the stile, however, Mr Gordon advised he is not aware of any works on this path. The Clerk to request Countryside Services to make a site visit to check issues and put up signage.	<p style="text-align: center;">Cllr. Webb</p> <p style="text-align: center;">Clerk / Mr Gordon</p>

	<p>f. <i>PROW/207/58</i> – a bund had been made to direct water into the drains, but it is too high and would impede vehicles using it. The Clerk to report to Countryside Services that the drains (above the kennels and Hallgarrick Farmhouse) need clearing and the hump removed.</p> <p>g. <i>PROW/207/76/1</i> – the Clerk had requested Countryside Services (CS) to make a site visit because it is believed the path is going through buildings. Members confirmed this is the link through Clowance Barton. Mr Gordon will now log this issue.</p> <p>h. <i>PROW/207/75/3, 4 and 2, Bold Gate to Best Gate Lodge</i> – the byway needs enforcement action, including removal of gates at numerous locations. Mr Gordon reported they have three inspector's reports showing four of gates are classed as a non-H&S issue and as such this is presently classed as low priority in his workload. Members point out this is a byway and feel it should have priority over other paths. The surface is also an issue as it has been ploughed up. The path forms part of one of the circular walks the PC is promoting and again, Members request CS to make a visit to check the path. There is also a lack of signage around Clowance.</p> <p>i. <i>PROW 117/1, Crowan to Reservoir</i> – the path is not clear on the ground. Mr Gordon advised this was reported to Cormac in January 2016 and the Information Assistant wrote back to the PC asking if Members would like this added to the cutting schedule as it is currently a Silver Path. Members reported the path is being cut. Cllr. McLeod said a new fingerpost now makes the path clearer. Cllr. Webb will walk the path.</p> <p>j. <i>Bridleway 207/124/3</i> – Mr Gordon reported the gang had been on site and they have cleared the boltholes along the track. He had yet to discuss with the gang whether they cleared the drainage ditch beside the private track leading onto the bridleway. Mr Pearce reported the surface had been interfered with to such an extent it might not be possible to move his sheep. The Clerk to report this to CS and to remind them they need to write to households using the path.</p> <p>k. <i>PROW 201/77/1</i> – Breage PC had agreed to take the Crowan path 79/1 in exchange for Breage path 77/1. Members felt this was not workable. The Clerk to advise CS.</p>	<p>Clerk</p> <p>Clerk / Mr Gordon</p> <p>Clerk</p> <p>Cllr. Webb</p> <p>Clerk</p> <p>Clerk</p>
AC69/2017	<u>PROW Programme of Circular Walks</u> – Members considered a draft A5 footpath leaflet drawn up by the Clerk and it was RESOLVED to adopt the format. Cllr. McLeod will proofread the leaflets.	Clerk / Cllr. McLeod
AC70/2017	<u>Fingerposts</u> – Minute AC31/2017 refers. The majority of the fingerposts had been repaired and had been re-erected, with the exception of the Nancegollan sign which had been overlooked by Cormac. This is now in hand. Cllr. Henwood reported the fingerpost at Howe Down is with SW Water. He had been told by their sub-contractor (Kier?) that it had been taken to their yard. The Clerk to request SW Water this is reinstated.	Clerk
AC71/2017	<u>Nancegollan Playing Field</u> – a. <i>Equipment Repairs, etc.</i> – i. Replacement 'no dogs' sign ordered from Phoenix Signs, to be placed at the lower pedestrian entrance. Cllr. Hodson to confirm the sign has been erected. ii. An order for new baby swings had been placed, but the Clerk reported this had come in slightly over budget because of the need for new swings and chains. Members had AGREED to accept the new cost of £1,832+VAT. iii. The Clerk to report to Highways that two bollards, near the pedestrian entrances, had been knocked down, also the 'wrong style' post had been used as a replacement. Cllr. Hodson will provide some photos.	<p>Cllr. Hodson</p> <p>Cllr. Hodson / Clerk</p>

	b. <i>Any Other Issues</i> – none.	
AC72/2017	<p><u>Leedstown</u> –</p> <p>a. <i>Leedstown Football Equipment</i> –</p> <p>i. The Football Club had been asked if they could wire brush and paint the goal posts, also to erect the spare set of nets, stored in the cabin. Cllr. Webb said nothing had been done. The Clerk to remind them.</p> <p>ii. Replacement for the rear net support arm of the goal post had been ordered, but the company need to know the type of goals we have. It was confirmed they are steel. The Clerk to ask the FC the whereabouts of the three unbroken arms.</p> <p>iii. Cllr. Henwood reported Mr Andy Turner had moved the bin, but that the bin lock had been broken as with the Praze one. The Clerk to report this to Mr Daddow / Biffa and request it is repaired. She had asked Mr Paul Daddow, CC to arrange for Biffa to empty the bin.</p> <p>b. <i>New Play Equipment</i> – Minute 147d/2017 refers. The Clerk had provided Cllr. Smith with the contact details for local play equipment suppliers. He is awaiting quotations. Cllr. Smith said the closing date for applications to the Sita Fund is 26th January 2108.</p> <p>c. <i>Any Other Issues</i> – a resident had complained about the lack of maintenance for the Leedstown playing field and had provided photographs, which had been circulated to Members. Issues included:</p> <p>i. The bin had been full for days. The Clerk to ask the FC to ensure litter is picked up after a game.</p> <p>ii. When the boundary hedges were cut, all the rubbish was just left scattered around.</p> <p>iii. The seating area has rubbish and looks a mess.</p>	<p>Clerk</p> <p>Clerk Clerk</p> <p>Clerk</p> <p>Clerk</p>
AC73/2017	<p><u>The Plan / Play Area, Praze</u> –</p> <p>a. <i>Litter Bins</i> – update regarding the placing of old and new bins. Cllr. Jenkin said people were reluctant to put dog waste into the bin within the play area. She felt it should be re-sited outside the play area.</p> <p><i>Dog Waste</i> – a sign advising that dog waste can be placed in the litter bins had been provided free of charge from Phoenix Signs. He had been thanked for doing this.</p> <p>b. <i>Tree Overhanging Play Area</i> – Cllr. Roberts will seek the views of an alternative tree surgeon as to the safety of the branch.</p> <p>c. <i>Praze WCs</i> – Minute 164d/2017 refers. Members considered a proposal i.r.o. the possible purchase of the freehold on the toilets. There is no separate electric supply to the building. It was RESOLVED to recommend to Full Council to progress with the purchase of the freehold, provided CC install an electric supply. For the January agenda.</p> <p>Copies of the Legionella Testing had been provided.</p> <p>d. <i>War Memorial</i> – Minute 166b[v]/2017 refers. Members had not been happy with the cleaning of the War Memorial this year and it was RESOLVED to reconsider this in September 2018.</p> <p>e. <i>Any Other Issues</i> – one of the granite pillars on The Plan ‘moves’. The Clerk to ask Mr Robert Lawrence to inspect and advice.</p>	<p>Cllr. Roberts</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
AC74/2017	<p><u>Parish Rooms</u> –</p> <p>a. <i>Letting Policy</i> – Minute AC61c/2017 refers. Copy previously emailed.</p> <p>i. Clause 3 – delete “within”, add “at least”.</p> <p>ii. Clause 5 – add “A charge will be made for any additional cleaning needed.”</p>	

	<p>iii. Clause 8 – add: “... for regular or block bookings”.</p> <p>iv. Clause 9 – “... in an emergency situation”.</p> <p>v. Clause 10 – delete “and in part may be deducted from any deposit paid”.</p> <p>vi. Clause 12 – the Clerk to check the ruling regarding alcohol with CC’s Licensing Dept.</p> <p>vii. Clause 13 – change ‘service dogs’ to ‘assistance dogs’.</p> <p>viii. Clause 16 – the Clerk to check the ruling on insuring events.</p> <p>With the above amendments and clarification of Clause 12 and 16, it was RESOLVED to re-adopt the Policy. The Clerk to send the revised Letting Policy to Cllr. McLeod.</p> <p>It was RESOLVED to make no change to the charges.</p> <p>Cllr. Webb said neighbouring PCs should seek permission to place signs on The Plan advertising events in their parish. He will provide contact details to the Clerk.</p> <p>b. <i>Any Other Issues</i> – none.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk / Cllr. McLeod</p> <p>Cllr. Webb / Clerk</p>
AC75/2017	<p><u>Tender Process</u> – copies of the contract documentation previously emailed Cllr. Christophers left the meeting at this point.</p> <p>The terms of the contract had previously been circulated via email. Noted the contracts were awarded for three years in 2014.</p> <ul style="list-style-type: none"> • PROWs – Cllr. Henwood queried whether the PC should continue to maintain the PROWs. Cllr. Webb felt CC would be unable to maintain the PROWs to the same standard. Cllr. Henwood proposed the PC ceases to undertake the work. This proposal had no seconder. Cllr. Jenkin proposed that the PC continues to maintain the PROWs, in return for a grant from CC, and the contract work is closely monitored. Seconded by Cllr. Hodson. The voting was two for the proposal, two against and two abstentions. The Chairman did not vote. • Grass cutting – • Hedge cutting – <p>In view of the discussion regarding the PROW contract, it was AGREED to refer this to the December Full Council meeting.</p>	<p>Clerk</p>
AC76/2017	<p><u>H&S Inspections</u> – Members considered the H&S reports, and were gratified that they are now in line with expectations. The gate latch to the Praze play area needs repairing. Cllr. Henwood to liaise with Mr Turner.</p>	<p>Cllr Henwood</p>
AC77/2017	<p><u>Emergency Payment</u> – the cheque to SW Water was approved by Members and appears on the November Schedule of Payments. The cheque was duly signed. The Clerk to issue.</p>	<p>Clerk</p>
AC78/2017	<p><u>Telephone Kiosks</u> –</p> <ol style="list-style-type: none"> <u>Kiosk 01736 850235, Townshend, TR27 6AF</u> – the kiosk is now in PC ownership. <u>Kiosk 01736 850344, Pilgrims Way, Fraddam, TR27 6EJ</u> – Gwithian and Gwinear PC advised they are progressing with the adoption of this kiosk. No further action (NFA). <u>Kiosk 01209 831359, Black Rock</u> – currently with BT’s contractors for removal. NFA. <u>Releath</u> – BT advised this looks to be near Releath Water Farm on the map and was adopted by Sithney Parish Council in 2012. NFA. 	

	<p>NOTE – Cllr. McLeod reported the phones had been removed from Blackrock and from Releath.</p> <p>v. <u>School Road, Praze</u> – the details held by BT show kiosk 01209-831330 is in Station Hill, Praze and this is also with their contractors for removal. Members point out there is no kiosk at this location, but there is one at School Road. The Clerk to clarify the position with BT. They do not wish to see this one removed and would consider adopting it to house a defibrillator – if the funds could be raised.</p> <p>vi. <u>Kiosk 01209 831298, Crowan</u> – the leaning kiosk had been reported to OpenReach. Complaint number is C4688634. BT had confirmed this kiosk is to remain in place.</p>	Clerk
AC79/2017	<p><u>PA17/05690 – Land E of Ros An Brea, Praze Road, Leedstown</u> – erection of two dwellings and associated works. Members had supported this application, subject to:</p> <ol style="list-style-type: none"> 1. The window on the North side being frosted glass. Mr Martin Jose, CC advised this can be secured via planning condition. 2. A new agricultural access is made, across the rear of Plot 2 to the meadow / drainage field. It was confirmed the PC means an access linking the meadow to the adjacent fields to the SE. 3. The drainage field is in an unsatisfactory because of its proximity to Rosehill Farm. Mr Jose had pointed out the drainage field is located approximately 15m from Rosehill Farm which is a sufficient distance away and accords with Building Regulations. As such it is considered acceptable and it would be unreasonable to refuse permission on this basis. However, Members point out the drainage field is on the other side of the hedge to the drainage field of Rosehill Farm, which they maintain is too close and not in line with Building Regulations. 	
AC80/2017	<u>Date of Next Meeting</u> – 16 th January 2018.	
AC81/2017	<u>Meeting Closed</u> – 21.05pm.	

Signature: (Cllr. Smith)
Chairman

Date: 14th December 2017