

Crowan Parish Council

NOTICE AND AGENDA OF AN EXTRAORDINARY COUNCIL MEETING TO BE HELD IN THE PRAZE INSTITUTE ON 23rd MAY 2018 following the Parish Meeting

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; on the Praze and Leedstown Notice Board; on Nancegollan and Townshend Village Hall Notice Boards.

Ref. No.	Agenda Item	Action
	<p><u>Chairman's Welcome and Public Forum</u> – Members of the Public may address the Committee prior to the commencement of the meeting.</p> <p>Ms Louise West, Community Broadband Account Manager to attend, to explain their wireless internet rollout programme to bring lightning fast broadband to the hard to reach areas in West Cornwall.</p>	
EX01/2018	<p><u>Members' Declarations</u> –</p> <p>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.</p> <p>b. <i>Non-Registerable Interests</i> – Members must declare non-pecuniary interests at the start of the meeting or whenever the interest becomes apparent.</p> <p>c. <i>Declaration of Gifts</i> – Members are reminded they must declare any gift or hospitality with a value in excess of fifty pounds.</p> <p>d. <i>Dispensations</i> –</p>	
EX02/2018	<p><u>Apologies for Absence</u> – Cllrs. Parnell and Christophers.</p>	
EX03/2018	<p><u>Amenities and Highways Committee Chairman</u> – Members to elect a Chairman for 2018/19.</p>	
EX04/2018	<p><u>Committee Membership</u> – appointments to the following committees to be made:</p> <p>a. <i>Amenities Committee</i> – Cllrs. Allen, Christophers, Henwood, Hodson, Jenkin, McLeod, Parnell, Roberts, Smith, Tunnicliffe and Webb currently serving.</p> <p>b. <i>Staffing Committee</i> – Cllrs. Smith and Roberts currently serving.</p> <p>c. <i>Audit Checkers</i> – Cllrs. Smith, Muriel and Parnell currently serving.</p> <p>d. <i>Neighbourhood Plan Steering Group</i> – Cllrs. Henwood, Hodson, Jenkin, McLeod, Parnell, Roberts and Smith currently serving.</p> <p>NOTE – the Chairman and Vice Chairman are ex officio Members of all Council Committees</p>	
EX05/2018	<p><u>External Bodies</u> – Council to elect representatives to the following:</p> <p>a. <i>Community Network</i> – Cllr. Smith and Webb currently in post.</p> <p>b. <i>Leedstown Village Hall</i> – Cllr. Christophers currently in post.</p> <p>c. <i>Nancegollan Village Hall</i> – Cllr. Hodson currently in post.</p> <p>d. <i>Praze Institute</i> – Cllr. Smith currently in post.</p>	

	<p>e. <i>Praze Playing Field</i> – Cllr. Tunnicliffe currently in post.</p> <p>f. <i>Townshend Village Hall</i> – Cllr. Allen currently in post.</p>	
EX06/2018	<u>Internal Auditor</u> – Members to appoint a “competent and independent” Individual as their Internal Auditor for 2017/18. Mr D. Baines currently in post	
EX07/2018	<p><u>PROW Issues</u> –</p> <p>a. <i>PROW/207/38/1</i> – CC has confirmed the Public Path Order, copy of the order made available to Members.</p> <p>b. <i>PROW/207/76/1</i> – the Clerk had requested Countryside Services 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 double check that Enforcement are looking into the problem.</p> <p>c. <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. Members pointed 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 and there is also a lack of signage around Clowance.</p> <p>The path forms part of one of the circular walks the PC is promoting.</p> <p>Mr Gordon reported there are a number of issues affecting both this path and also 76 where it runs through farm buildings at Clowance Barton. This affects the tenant farmer and he had contact details for him. There are also issues relating to the Estate and as such Mr Gordon will be speaking directly to both the Estate and the tenant to move positively in resolving all these issues.</p> <p>d. <i>PROW 207/117/1, Crowan to Reservoir</i> – Cllr. Henwood said the stiles are 'grown in'. Cllr. McLeod showed Mr Gordon where agricultural land had been taken to form a garden, this had resulted in the footpath being diverted without permission. Mr Gordon will work with Planning Enforcement (<u>EN17/02432</u>).</p> <p>Mr Gordon had met with the landowner last week to look at the current line as opposed to the Definitive Line. The landowner had agreed that the Definitive line is obstructed through his garden and he had put him in touch with CC Countryside Access Team to apply for a Diversion Order to re-route it onto the presently walked line.</p> <p>e. <i>Fallen Tree</i> – a tree had come down blocking the bridlepath at Townshend along the path that runs just off Bosence Road towards Goldolphin Bridge. Countryside Services had subsequently removed it.</p> <p>f. <i>Tree Warden</i> – Members are invited to join this scheme run by CC. Details previously circulated via email.</p>	<p>Mr Gordon</p> <p>Information</p>
EX08/2018	<u>Fingerposts Repairs</u> – Minute AC70/2017 refers. Members to receive an update regarding the re-erection of the repaired fingerposts, including the Nancegollan sign that had been overlooked by Cormac.	
EX09/2018	<p><u>Waste Bins</u> –</p> <p>a. <i>Broken Locks</i> – Ms Shari Williams, Biffa advised the keys are universal, so anyone can open them. Once they had been broken they don't require a key to open them. They had experienced in the past, where bins are in play areas, children turn the plastic part of the bin, which in turn breaks the locks – it is not difficult to break one of these bins.</p> <p>b. <i>Playing Field Leedstown</i> – Minute 60e/2018 refers. Mr Mark Bratt, Refuse & Recycling, CC had passed Members request to remove the post at Leedstown (from which the bin was removed) when it was resited in the lane. Also the new pole appears to have been knocked in with a sledge hammer and has been left in a dangerous condition.</p>	

	<p>c. <i>Additional Bin, Leedstown</i> – Minute 81d/2018 refers. The Dog Warden had been asked to assess if there is a problem with dog waste in the area near the junction of Binnerton Road and Horsedowns Road, Leedstown.</p> <p>NOTE – a resident had requested a bin be sited at this location.</p> <p>d. <i>Nancegollan Bin</i> – Minute 60e/2018 refers. A bin had been ordered for Nancegollan. NOTE – Mr Turner to be asked to fit. This additional bin to then be added to the Biffa list for emptying.</p>	
EX10/2018	<p><u>Nancegollan Playing Field and Green</u> –</p> <p>a. <i>Equipment Repairs, etc.</i> –</p> <p>i. Replacement ‘no dogs’ sign ordered from Phoenix Signs, to be placed at the lower pedestrian entrance.</p> <p>ii. The Clerk had reported to Highways that the ‘wrong style’ post had been used as a replacement. Members to receive any response from Highways that this be corrected.</p> <p>b. <i>H&S Issues</i> – Members to consider the latest reports. Previously circulated via email.</p> <p>c. <i>Pitch Grass Cutting</i> – Minute 62a/2018 refers. Members to consider the response from IRS as to why the grass was not cut in March.</p> <p>d. <i>Any Other Issues</i> – none.</p>	
EX11/2018	<p><u>Leedstown</u> –</p> <p>a. <i>New Play Equipment</i> – Minute 147d/2017 refers. Members to receive an update.</p> <p>b. <i>Leedstown Football Equipment</i> – Mr Nigel Griffiths, Leedstown CC.</p> <p>i. Club asked to wire brush and paint the goal posts.</p> <p>ii. A new arm for the goal post had not been ordered from NetWorld as the type needed is not known. The other three goal post arms are missing. The Club had been asked their whereabouts.</p> <p>iii. Club asked to pick up litter after games.</p> <p>iv. Club to provide more information about the container the Club wishes to place on the field?</p> <p>c. <i>H&S Issues</i> – Members to consider the latest reports. Previously circulated via email</p> <p>d. <i>Any Other Issues</i> –</p>	<p>Cllr. Smith</p> <p>Cllr Henwood / Clerk</p>
EX12/2018	<p><u>The Plan / Play Area, Praze</u> –</p> <p>a. <i>Praze WCs</i> – Minute AC08c/2018 refers. Cllr. Smith had met with Ms Vikki Wilkins, CC. She was going to arrange for Western Power to change the connection into the building and then arrange for a power supplier to fit a meter. Members should then be able to acquire the freehold.</p> <p><u>Cleaning Schedule</u> – Minute 81d/2018 refers. Ms Sonia Armstrong, Cormac had provided a copy of this. Previously circulated via email.</p> <p>b. <i>H&S Issues</i> – Members to consider the latest reports. Previously circulated via email.</p> <p>c. <i>Bus Shelter</i> – Minute 60c/2018 refers. Fernbank had indicated they had a contract with CC to clean and maintain shelters on the Highway. They fund this by selling advertising.</p> <p>NOTE – Fernbank had carried out repairs and cleaned the Praze bus shelter.</p>	

	<p>d. <i>Event Advertising</i> – Minute AC74a/2017 refers. Neighbouring PCs had been asked to seek Members' permission prior to advertising their events on The Plan. Situation to be monitored.</p> <p>e. <i>Any Other Issues</i> –</p>	Members
EX13/2018	<p><u>Parish Rooms</u> –</p> <p>a. <i>Letting Policy</i> – a member of the public had queried the number of persons the Parish rooms could accommodate.</p> <p>b. <i>Waste Pump</i> – Minute 43e/2018. The Clerk had instructed PFS Helston Ltd. to carry out the repair work.</p> <p>c. <i>Notice Board</i> – Minute 60h/2018 refers. New notice board to be ordered.</p> <p>d. <i>Any Other Issues</i> –</p>	
EX14/2018	<p><u>Telephone Kiosks</u> – Minute AC10/2018 refers. Cllr. Henwood to provide the Clerk with the contact details for someone to address Members i.r.o. provision of a defibrillator.</p> <p>i. <u>Kiosk 01736 850235, Townshend, TR27 6AF</u> – the kiosk is now in Members' ownership.</p> <p>ii. <u>Kiosk 01209-831330, School Road, Praze</u> – the kiosk is now in Members' ownership.</p> <p>iii. <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>	Cllr Henwood / Clerk
EX15/2018	<p><u>Highways Matters</u> –</p> <p>a. <i>Various Traffic Issues</i> – Minute 9b/2018 refers. Members to receive an update i.r.o.:</p> <p>i. <u>Binner Bridge</u> – Mr Steve Bayley had previously advised the issue regarding the visibility and removal of trees is related to private land over which CORMAC/CC have no jurisdiction. There would have to be exceptional circumstances for the Highway Authority to use its powers under the Highways Act to instruct the removal of trees/vegetation.</p> <p>The Clerk had contacted Highways to point out that due to increase in traffic and accidents, CC should serve notice on the landowner to clear back trees etc., also to request the record of the number of times the sign on the bend has needed repairing or replacing. A reminder sent on 11th May, referring to the fatality at Binner (Minute 85a/2018 refers).</p> <p>ii. <u>Drainage</u> –</p> <ul style="list-style-type: none"> • <i>Binnerton Manor and Huthnance Farm</i> – Mr Bayley had asked the local Steward to look at these areas to establish if there is anything that can be done. • <i>Howe Downs</i> – Mr Bayley had asked the local Steward to look at these areas to see the extent of the problem and to establish if there is anything that can be done. <p>iii. <u>Road from Crenver Corner to Horsedowns Chapel</u> – Highways had been told of the property at the bottom of the hill that is plastered in mud from mud and that the grass verges are encroaching onto the road and blocking the drains.</p> <p>iv. <u>Drym Lane Drains</u> – Highways had been told the road between Great Drym Farmhouse and Tuckingmill Farm was blocked and there is a thick layer of mud at the entrance to Tuckingmill Farm and flood water across the road. The problem had since been rectified.</p>	Information Information

	<p>v. <u>Pothole</u> – Minute 38b/2018 refers. Ms Louise Williams, Cormac confirmed the large pothole on the pavement on Fraddam Road, Leedstown is due to be repaired, this will include investigation the water pooling issue</p> <p>b. <u>Traffic Regulation Order</u> – Minute 87/2018 refers. Members to receive an update following the meeting held on 15th May 2018.</p>	Information
EX16/2018	<u>Insurance Renewal</u> – Members to consider their insurance cover requirements and to consider accepting the renewal recommendation from Came & Co. Details previously circulated via email.	
EX17/2018	<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.	
EX18/2018	<p><u>PROW Programme of Circular Walks</u> – Minute AC04/2018 refers. The Clerk had written to the Duke of Leeds and St Aubyn Arms public houses; Country Skittles and the Clowance Estate to request a donation in return for advertising space in the leaflet.</p> <p>NOTE – following the above quotations will be obtained for the walk booklet (for a 500 and 1,000 run) and Members to arrange the circulation of the booklets. The leaflets to be placed in the public houses, shops, caravan parks, village halls, surgery, etc. and on the website.</p>	
EX19/2018	<u>Nancegollan Green</u> – Minute 60b/2018 refers. Members to consider any quotations for measures to protect the Green.	Cllr. Webb
EX20/2018	<u>Fingerpost at Howe Down</u> – Members to consider the quotation for a replacement arm to be attached to the post.	
EX21/2018	<u>Date of Next Meeting</u> – TBC.	
EX22/2018	<u>Meeting Closed</u> –	

Signature: (Mrs Gillian Thompson)
Parish Clerk

Date: 15th May 2018

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