

Crowan Parish Council

MINUTES OF THE FULL COUNCIL MEETING

HELD IN THE PARISH ROOMS, CROWAN

ON THURSDAY, 12th APRIL 2018 at 7.15pm

Minutes of Council Meetings are available to view on www.crowan-pc.gov.uk and on the Notice Boards at Praze, Crowan, Nanceegollan and Townshend Village Hall.

Present:	Cllr. Smith (Chairman) Cllr. Dr. Jenkin (PC/CC) Cllr. Parnell	Cllr. Christophers Cllr. McLeod Cllr. Ms Tunnicliffe	Cllr. Henwood Cllr. Mrs Muriel Cllr. Webb
In Attendance:	Mrs Thompson (Clerk)		
Minute	AGENDA ITEMS		Action
	<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 opened the meeting and welcomed those present.</p> <p>Mr Jon Oates spoke regarding his pre-application for Drym Cottage (Minute 58a/2018). He circulated plans. His earlier application had been refused. He said he had taken into accounts comments made by the PC and CC and felt the new plans dealt with the points raised. He confirmed CC is happy for the existing building to be demolished. Mr Oates said his family hoped to remain in the property for the rest of their lives, hence the proposal for a single-storey dwelling. There were several energy-saving measures incorporated in the plans.</p> <p>Mr Jamie Bagnall spoke regarding Minute 59d[iii]/2018, which refers to an enforcement on his property. He was advised to speak to the CC case officer.</p> <p>Mrs Tracey Simpson, of Higher Cargenwen Farm spoke regarding her application (Minute 58f/2018). She explained that whilst the application states the conversion will be for holiday use, in the main it will be for visiting relatives.</p> <p>Mrs Curnow spoke regarding her planning application (Minute 58c/2018). She said there is an objection from a neighbour about an overlooking window and this had been changed to eliminate this concern.</p> <p>Mrs Barnett, Bluebell Nursery said the application for a WC block (Minute 59c[i]/2018) had withdrawn pending a certificate from the Caravan Club. The new application (Minute 58e/2018) is for the family's personal use.</p>		
54/2018	<p><u>Members' Declarations</u> –</p> <p>a. <i>Pecuniary/Registerable Declarations of Interests</i> – none.</p> <p>b. <i>Non-Pecuniary/Disclosable Interests</i> – Cllr. Henwood Minute 58d/2018 and Cllr. Smith in Minute 58c/2018.</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>		
55/2018	<p><u>Outside Bodies / Reports</u> –</p> <p>a. <i>Cornwall Councillor</i> – Cllr. Jenkin said the Health and Social Care proposals had been through Cabinet. In parallel to this is the STP 'Shaping our Future' programme. She thought there was some good work on this, but lack of funding is an issue. Full Council will vote on the proposed 'Stadium for Cornwall' shortly. Cllr. Jenkin said there is now a Network Panel Highways' budget, she hoped to gain support for measures to reduce the traffic speed as it exits Townshend. Cllr. Henwood said only named PC representatives should be allowed to vote at the Network Panel meetings. The new Community Chest fund will be available shortly.</p>		

	<p>b. <i>Police</i> – Cllr. Henwood will provide the Clerk with photographs of the untaxed vehicle currently parked on The Square, Praze. The Clerk to then report it to the Police and Highways and request it is removed as the contractor will not be able access The Plan to cut the grass. He will also provide details of a SORN van parked at the top of Fore Street since January with its rear wheel removed and left on its axle stands in an unsafe and unroadworthy condition.</p> <p>c. <i>Network Panel Meeting</i> – no-one had been able to attend the meeting held on Wednesday 28th March 2018, 6pm, Cury Village Hall. Next meeting is scheduled for 2nd May April 2018, 6pm, Cury Village Hall.</p>	<p>Cllr Henwood /Clerk</p> <p>Cllr Henwood /Clerk</p>
56/2018	<u>Apologies for Absence</u> – Cllrs. Allen, Hodson, Roberts and Tripp.	
57/2018	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 9th March 2018, AGREED as a true record.</p> <p>b. <i>Amenities & Highways Committee Meeting</i> – 20th March 2018, AGREED as a true record.</p>	
58/2018	<p><u>Planning Applications</u> – Members considered the following:</p> <p>a. <i>PA18/00651/PREAPP, Drym Cottage, Higher Drym</i> – pre-application advice for proposed replacement single-storey, 2/3-bedroom residential dwelling. Re-siting of summerhouse (retrospective). Members had concerns as to whether there is sufficient room for a septic tank and that it might be too close to the proposed dwelling. If it were moved to the lower part of the plot, then it would be in the flood plan.</p> <p>b. <i>PA18/00758/PREAPP, Jasmine Cottage, Noonvares Lane, Townshend</i> – pre-application advice for erection of bungalow. OBJECT on the grounds of poor access over a lane, which is believed to be a bridle path and is poorly maintained. It is development in the open countryside.</p> <p>c. <i>PA18/00506, The Chateau, Trethannas Lane, Praze</i> – extensions and alterations to dwelling including first floor extension and a balcony. Revised plans had been received. Cllr. Smith left the meeting whilst this was discussed. SUPPORT provided there is a condition that the extension should remain part of the main dwelling.</p> <p>d. <i>PA18/00586, Land E of The Green, Horsedowns</i> – application for a new bungalow. Cllr. Henwood left the meeting whilst this was discussed. Cllr. Parnell said the site was currently pastoral. He said there were no plans to fell the existing 200 years old oak. The new dwelling is intended for the owners' use. OBJECT on the grounds this would be a development in open countryside. Cllr. Muriel voted against the motion.</p> <p>e. <i>PA18/01899, Land E of Bluebell Nursery, Trevoole</i> – application for a proposed three-bedroom timber frame bungalow and garage / workshop. OBJECT on the grounds this would be a development in open countryside. Members were of the opinion the proposed bungalow should be built nearer to the proposed area for the caravans. The application indicates the bungalow is needed for security reasons for the proposed caravan site. However, the application for the caravans (<i>PA18/00196</i>) has been withdrawn pending a Certificate from the Caravan Club. Members, therefore feel it is inappropriate to consider this application until the outcome of the caravan site application is known. There are issues with the drainage on this site and Members would like to see the plans for the drainage / waste disposal for the whole site. Members request the Land Agent is asked to confirm if this site is viable and sustainable as a business. Members would like to see the proposal for the bungalow and the caravans resubmitted as one combined application.</p> <p>f. <i>PA18/02322, Lower Cargenwen Farm, Lower Cargenwyn, Camborne</i> – conversion of existing two storey barn to residential (holiday let). The footprint of the building would not change. Cllr. Webb said the building lends itself to the proposed change of use.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<p>NO OBJECTION provided improvements are made to the access, as visibility is poor onto the 'B' road and point out there had been a number of 'near misses'.</p> <p>g. <i>PA18/02841, Bramble Cottage, Praze Road, Leedstown</i> – replacement and enlargement of existing conservatory to front of property. NO OBJECTION.</p> <p>h. <i>PA18/01156, Maple Court, Townshend</i> – construction of an annexe and connection to the existing septic tank. A parking plan had been provided. Cllr. Henwood said the gas tank has to be 3m from the boundary fence and this condition conflicts with the parking plan. He added the picket fence would be against CC's policy not to sub-divide a plot. Members maintain because of this requirement there is still inadequate parking and Leedstown already has parking problems, which this proposal would exacerbate. Members, maintain their objection to this application and request that it goes to committee. Cllrs. Henwood will speak on behalf of the PC.</p>	<p>Clerk</p> <p>Clerk</p> <p>Cllr Henwood</p>
<p>59/2018</p>	<p><u>Other Planning Matters</u> –</p> <p>a. <i>Neighbourhood Development Plan</i> – Cllr. Parnell reported he and Cllr. Henwood had attended a meeting, which had looked at the draft NP. The revised draft will be available shortly and will then go out to consultation. Work had been done regarding affordable housing in the parish.</p> <p>b. <i>Planning Applications Approved by CC</i> –</p> <p>i. <u>PA18/01341, Gwelmeneth, Bosence Road, Townshend</u> – demolition of existing concrete building and erection of wooden workshop and greenhouse.</p> <p>ii. <u>PA18/00282/PREAPP, Land NE of Shaftsbury, Horsedowns Road, Leedstown</u> – pre-application advice for formation of five self-build housing plots. This is the second large(ish) pre-application in Leedstown, which the PC had not been consulted on. Members strongly object to this. They point out that Ms Sarah Furley, CC had indicated that we should be consulted. The Clerk to voice Members' concerns to the Head of Planning.</p> <p>Cllr. Webb received an emergency call-out and left the meeting at this point.</p> <p>c. <i>Planning Applications Withdrawn</i> –</p> <p>i. <u>PA18/00196, Bluebell Nursery, Botetoe Hill, Trevoole</u> – proposed toilet and shower block to serve certified location touring caravan site (maximum 5 units).</p> <p>ii. <u>PA18/01323, Springfield Farm, Praze</u> – temporary mobile home. The application had been withdrawn, it was understood Ms Melissa Burrows, CC case officer had indicated she would refuse the application. Members felt this was unfair and the Clerk was instructed to send the draft letter drawn up by Cllr. Muriel to CC. Cllrs. Muriel and Jenkin will meet with the applicant.</p> <p>d. <i>Outstanding Enforcement Issues</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.</p> <p>ii. <u>EN16/01461, Bosarawan, Godolphin Bridge, Townshend</u> – alleged stationing of caravan without planning permission. Case officer: Ms Sally 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 he had just received new guidance on the CC's position regarding caravans and will issuing a Planning Contravention Notice a.s.a.p.</p> <p>iv. <u>EN17/01558, Cargenwen Croft, Black Rock</u> – alleged siting of numerous caravans for residential use and untidy site. Case officer: Ms Mandy</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Cllrs. Muriel / Jenkin</p>

Smith reported no response had been received. A further site visit to be carried out. Owner of land had now been identified and untidy site letter to be sent out. she had visited the site and had sent an untidy site warning letter.

- v. EN17/01691, Land Adj to Amenity Area at St James Place, Praze Road, Leedstown – alleged untidy site. Case officer: Ms Mandy Smith reported a new address had been identified for the owner and an untidy site letter had been sent out.
- vi. EN17/01914, United Farm, Releath – Case officer: Ms Mandy Smith reported a site visit had been made. A letter will be sent to the owner requesting a meeting.
- vii. EN17/02081, Carne Tremayne Cottage, Praze – Case officer: Ms Mandy Smith reported a site visit had been made. A letter had been sent to the owner requesting site meeting, followed up with an email.
- viii. EN17/02103, OS Field 2149 Praze Road Praze (Clowance) – alleged works not being carried out in accordance with plans PA16/10033 – location of building. Case officer: Mandy Smith reported site visit carried out with owner. Investigation ongoing.
- ix. EN17/02275, Dowha Fields (Bridleway 207/124/3) – Case officer: Ms Mandy Smith reported a site visit had been made and a Planning Contravention Notice had been served.

NOTE – a possible septic tank had been installed and a summerhouse / chalet erected. CC had been asked if this is mentioned in the enforcement notice.

- x. EN17/02360, Wheal Osborne, Townshend – alleged construction of building for residential use, siting of caravan, new access and construction of pond/small lake. Case Officer: Mandy Smith reported a site visit had been carried out, investigations continue.
- xi. EN17/02432, Land N of Glebe Barns, Crowan – alleged change of use of agricultural land to domestic garden. Case officer: Mandy Smith reported no breach found. Members refuted this, and Ms Smith had responded to say there is a clear division between this parcel of land and the domestic curtilage of the main dwelling house and the barns. The owner had confirmed he maintains the grass (although not manicured) and hoped to encourage local wild life. During her site visit there was no domestic paraphernalia in situ and there was no evidence of any domestic use, which would lead her to believe there had been a change of use of land to domestic garden. Case closed.
Minute AC03f/2018 refers (PROW 207/117/1, Crowan to Reservoir).
- xii. EN17/02435, Land S of Tennessee, Townshend – alleged change of use of land for siting of residential caravans for migrant workers who do work on the holding. Case officer: Mandy Smith reported a site visit had been carried out and a letter is to be sent to owner.
- xiii. EN17/02436, The Old Farmhouse, Dry Road, Praze – alleged change of use of land for the stationing of a caravan being used for residential purposes. Case officer: Mandy Smith reported site visit carried out, letter to be sent out to owner.
- xiv. EN18/00234, Great Drym Farm, Drym Lane, Praze – alleged construction of a new access. New case.
- xv. EN18/00307, 50b Fore Street, Praze – alleged erection of two-storey extension. The extension to which this complaint relates has permission under planning application W2/PA07/02037/F. The development was started in time and these works are for the completion of the dwelling. There is no breach of planning control. Case closed.
- xvi. EN18/00452, Cornwall Farmers Ltd., 4 School Road, Praze – alleged change of use of site to breakers yard. New case.
- xvii. Entrance to Binnerton Manor Leedstown – a caravan had been placed on the highway (with a bund around it). The shed on the site has been extended. It is not clear if the caravan is being lived in, but there is no agriculture work undertaken on the site. The building and caravan in

Clerk

	<p>question is at the end of a long narrow meadow which starts at the entrance to Binnerton manor and runs adjacent to the road towards Leedstown and at this end are a shed and caravan.</p> <p>Members were concerned at the length of time it takes CC to deal with Enforcement Cases and the Clerk was instructed to write a letter of complaint to the Head of Planning.</p>	Clerk
60/2018	<p><u>Environmental / Amenity Matters –</u></p> <p>a. <i>Leedstown Water Pressure</i> – Minute 25a/2018 refers. In view of the work underway in Leedstown, no action had been taken i.r.o. this issue. Deferred to the May meeting.</p> <p>b. <i>Nancegollan Green</i> – Minute 43c/2018 refers. Cllrs. Henwood and Webb had made a site visit to consider a request for some form of parking bay along the side of The Green, with suitable edging material to keep vehicles off the grassed area and / or repairs to the Green. Cllr. Webb is obtaining quotations for a fence to protect the seating area and to lay plastic membrane to protect The Green. Deferred to the Amenities Committee.</p> <p>c. <i>Bus Shelter</i> – Minute 52/2018. Fernbank had commenced work to replace the damaged panels on the Praze bus shelter. Once this has been completed, Mr Turner to be asked to clean it.</p> <p>The Clerk to contact Fernbank as it is believed they may have second-hand advertising boards that can be attached to the side of the shelter.</p> <p>d. <i>Townshend War Memorial</i> – Minute 26c/2018 refers. Members were invited to comment on Historic England’s report (previously emailed).</p> <p>e. <i>Waste Bin Contract</i> – in order to resolve issues with the bin contract, Ms Shari Williams, Biffa had requested additional information, which had been provided. The Clerk advised she had requested the bins are emptied urgently and it was believed this had now been done.</p> <p>The Clerk to order a bin for Nancegollan. Mr Turner to be asked to fit. This additional bin to then be added to the list for emptying.</p> <p>The Clerk to ask Mr Daddow, CC 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>f. <i>Community Right to Bid</i> – Cllr. Jenkin said the Leedstown Village Store is up for sale – both the shop and residential element. Members RESOLVED to make a ‘Community Right to Bid’ application i.r.o. Leedstown Village Store. Delegated authority was given to a Working Party, comprising Cllrs. Jenkin, Parnell, Henwood and Smith. Cllr. Parnell said a list of community assets forms part of the NP. This will be checked to see if any further Right to Bid applications should be made.</p> <p>g. <i>Parish Rooms, Crowan</i> – Minute 43e/2018. The Clerk had instructed PFS Helston Ltd. to carry out the repair work.</p> <p>h. <i>Crowan Notice Board</i> – Cllr. McLeod reported the door of the notice board had hit Mrs Prior on the head, when she was putting up notices. It was RESOLVED to purchase a new board for Crowan.</p>	<p>Cllr Henwood</p> <p>Cllr. Webb</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Working Party</p> <p>NP Committee</p> <p>Clerk</p>
61/2018	<p><u>Administrative Matters –</u></p> <p>a. <i>Facebook</i> – as resident had suggested that the Parish Council should have a presence on Facebook and after due consideration it was RESOLVED not to progress with this proposal.</p>	Clerk
62/2018	<p><u>Financial Matters –</u></p> <p>a. <i>Accounts for Payment</i> – schedule 2018/19-01 to a value of £4,971.99 was APPROVED for payment.</p> <p>The bank reconciliation was made available for inspection.</p> <p>The Clerk to query when the pitch had been cut with IRS.</p>	Clerk

	EXPENSES	Price	VAT	Total	
	Staff costs – including tax and NI	1,258.36		1,258.36	
	Street furniture	660.00	24.00	684.00	
	Parish Rooms, Crowan	783.36		783.36	
	Play Areas	784.55	120.91	905.46	
	Praze WCs	1,009.26	193.20	1,202.46	
	Neighbourhood Plan	56.87		56.87	
	Grant - South Kerrier Heritage Trust	20.00		20.00	
	Administration	57.90	3.58	61.48	
				£4,971.99	
	b. <i>Cornwall Association of Local Councils</i> – Members declined to re-join CALC at a cost of £659.74+VAT.				Clerk
63/2018	<u>Parish Organisations</u> – a. <i>Leedstown Village Hall</i> – existing committee were re-elected. Old photographs would be welcome for the exhibition in September. b. <i>Praze Playing Field</i> – a representative from the PC is needed for the Playing Field Committee. Cllr. Tunncliffe will attend the next meeting.				Cllr. Tunncliffe
64/2018	<u>Correspondence</u> – not mentioned elsewhere on the agenda. a. <i>Praze WCs</i> – thank you card from Ms Jane Allen.				
65/2018	<u>Diary Dates</u> – a. <i>Council Meetings</i> : i. <u>Annual Council Meeting</u> – 10 th May 2018. ii. <u>Full Council Meeting</u> – 10 th May 2018. iii. <u>Parish Meeting</u> – 10 th May 2018. iv. <u>Amenities Committee (AC) Meeting</u> – 23 rd May 2018. It was RESOLVED to invite Ms Louise West, Community Broadband Account Manager to attend the Amenities & Highways meeting. v. <u>NP Steering Group</u> – 1 st May 2018, 7pm. b. <i>Cornwall Community Land Trust</i> – half-day seminar. Friday 20 th April 2018, 9.30am – 2pm. Truro City Hall. Details previously circulated via email. c. <i>Clerk's Leave</i> – 28 th April – 7 th May 2018.				Clerk
66/2018	<u>Information Only / Items for Future Agendas</u> – none.				
67/2018	<u>Closed Session</u> – in view of the special/confidential nature of the business about to be transacted, it was RESOLVED that it is advisable in the public interest that the press and public be temporarily excluded and they were instructed to withdraw.				
68/2018	<u>Tender Process</u> – consideration of the following contracts was deferred: • <u>Contract 1b: Nancegollan pitch rolling</u> – • <u>Contract 3: Hedge Cutting</u> –				Clerk
69/2018	<u>Traffic Regulation Order</u> – Minute AC26b/2018 refers. Members considered the detailed costs provided by CC and previously circulated via email. Members were dismayed at the design costs, which they felt to be extortionate. The Clerk to bring this to the attention of Ms Maxine Hardy, CC.				Clerk
70/2018	<u>Crowan Stories</u> – Minute 43b/2018 refers. There was some confusion whether the quote of £1,300 includes the payment of £850 already made. The Clerk to clarify. If the assumption is correct the Clerk was authorised to accept the quote.				
71/2018	<u>Howe Down Fingerpost</u> – a quotation had been received from Iron Bros. to replace the missing double-sided, cast iron fingerpost, (to read: B3280 LEEDSTOWN 1 ¼. Finished in black and white) at £540+VAT, excl. fitting.				

	Members felt they had spent enough money on refurbishing the posts, which are Highways' responsibility. The Clerk to ask that they pay the costs to replace the Howe Down post. The Clerk to also contact Mr Peter Tatlow, Cormac and point out the fingerposts have not yet been erected and to request they comply with their undertaking to protect appropriate fingerposts with bollards.	Clerk Clerk
72/2018	<u>Meeting Closed</u> – 21.43pm.	

Signature: (Cllr. Smith)
Chairman

Date: 10th May 2017