Crowan Parish Council

MINUTES OF THE FULL COUNCIL MEETING

HELD IN THE PARISH ROOMS, CROWAN

ON THURSDAY, 8th NOVEMBER 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, Nancegollan and Townshend Village Hall.

Present:	Cllr. Smith (Chairman) Cllr. Dr. Jenkin (PC/CC) Cllr. Parnell	Cllr. Christophers Cllr. McLeod Cllr. Roberts	Cllr. Henwood Cllr. Mrs Muriel Cllr. Ms Tunnicliffe
In Attendance:	Mrs Thompson (Clerk)		

Minute	AGENDA ITEMS	Action
	Prayers – led by the Chair, who advised anyone not wishing to participate may leave the room and re-join the meeting later.	
	Chairman's Welcome and Public Forum – the Chairman opened the meeting and welcomed those present. Mr James McGarry spoke regarding his planning application (Minute 170a/2018 refers). They had undertaken work on their new property and now wanted to create stabling for their horses.	
165/2018	Casual Vacancies – there were no applications for co-option to the following vacancies: a. Praze Ward. b. Leedstown Ward.	
166/2018	Members' Declarations – a. *Pecuniary/Registerable Declarations of Interests* – Cllr. Roberts in Minute 170b/2018. b. *Non-Pecuniary/Disclosable Interests* – none. c. *Declaration of Gifts* – Members were reminded they must not accept any gift or hospitality with a value in excess of fifty pounds. d. *Dispensations* – none.	Clerk
167/2018	Outside Bodies / Reports – a. *Cornwall Councillor* – Cllr. Jenkin reported there will be a need to cut CC's Social Adult Care budget. There had been a meeting at the reservoir with SW Lakes Trust. She and Cllr. McLeod had attended. There had been a discussion about parking on the road, by those accessing the site. It is now ONLY being managed as an amenity site and it may be appropriate to include as an 'Open Space' in the Neighbourhood Plan (NP). She is seeking a means of securing the future of Cornish hedges – if something were included in the NP this would protect the hedges. b. *Police* – there were no matters to be brought to the attention of the Police. Cllr. Jenkin said that at the Network Panel Meeting there had been a report that there had been two burglaries in Praze. A full police report is expected. c. *Network Panel Meeting* – Cllrs. Jenkin and Parnell had attended the meeting held on 7th November 2018. Cllr. Parnell reported there had been a presentation on CC's budget. He felt the message was that Cornwall's finances are in better shape than many other counties. Last year the various companies owned by CC made a profit over £6M.	

	Cllr. Parnell said that there were issues regarding the three 'possible' mobile Vehicle Activated Signs (VAS). Various options are being evaluated. Cllr. Henwood said Parish Councils currently had to use Cormac, but he didn't think this was 'proper' and there should be greater choice. A list of queries and the responses from CC's Planning Dept. had been circulated via email. Ms Emma Savage, Cormac had emailed with the finalised scheme, which had been accepted: <u>Praze-an-Beeble:</u> • No waiting at any time double yellow lines – School Road and Praze Road. • Limited waiting bay – School Road. <u>Leedstown:</u> • No waiting at any time – School Road and Hayle Road. New Total Works Cost – £1,763. These new works cost no longer include the following: <u>Praze-An-Beeble</u> • Disabled parking bay – School Road – this will go down but will not be enforceable. • Bus Stop markings. <u>Leedstown</u> • Limited waiting bay – outside post office. • No waiting at any time – School Road – Outside number 4. The Expression of Interests (E of I) form outlining the PC's application to the Network Highways Scheme i.r.o. a speed reduction scheme for Townshend had been submitted to Ms Maxine Hardy, CC. Cllr. Jenkin said that only Crowan and Grade-Ruan had submitted E of I and CC had decided to extend the deadline to encourage other submissions.	
168/2018	<u>Apologies for Absence</u> – Cllrs. Allen and Tripp.	
169/2018	<u>Minutes of Meetings</u> – a. *Full Council Meeting* – 11th October 2018, **AGREED** as a true record. b. *Amenities and Highways Committee Meeting* – 24th October 2018, **AGREED** as a true record.	
170/2018	<u>Planning Applications</u> – Members considered the following: a. *PA18/08299, Buscaverran Farmhouse, Crowan* – construction of a single storey, 9m x 11m American Barn style equine stable block. Interior space to include stabling for 5 horses and an area for equipment storage. Cllr. Christopher reported he and Cllr. Tripp had visited the site and they couldn't see any problems. It was well hidden with good access. **SUPPORT**. b. *PA18/08946, Crenver Farm, Drym Road, Praze* – certificate of lawfulness existing use of land for siting of residential caravans. Cllr. Smith said he had been unable to arrange a site meeting. **OBJECT** on the grounds the continued use of the site has not been proven in fact the site changed in 2016 from one registered enclosed field with a field number to another. The drawing of a red line to encompass the new site and include the old one neither of which had been previously part of the original farm yard should be disregarded. Also the use has changed the siting of the original caravans by the previous farm tenants was for the temporary use of seasonal agricultural staff for their daffodil business. The new caravan constitutes open development within the countryside as it is for full residential use as the resident works full time for another agricultural business and is only a partner in the farm tenancy. Cllr. Roberts took no part in the discussion.	Clerk Clerk

	c. *PA18/09293, Higher Carn, Black Rock* – proposed escape window to side (west) elevation. (Please note CC had already approved the revised roof, rooflights and finishes under permitted development application no. PA18/002290/PREAPP.) Cllr. Muriel had spoken to CC's Planning Dept. and access to the pre-app is denied. Members, therefore, cannot comment because they have insufficient information, however, they do not believe the size of the window meets the requirement for an escape window. They are also unclear why the second bedroom does not need such a window.	Clerk
171/2018	Other Planning Matters – a. *Neighbourhood Development Plan* – Cllr. Parnell said work had been ongoing to deal with points raised by various bodies. A meeting with Ms Sarah Furley had been arranged to run through the final draft of the NP. b. *Planning Applications Approved by CC* – information only. i. PA18/03139, Clowance Wood Farm, Praze – two barn conversions to new 2/3 bedroomed dwellings. The Clerk reported the PC's comments were not recorded on CC's website. Cllr. Parnell said he had negotiated improvements to the design and withdrawn Members' objections in an email to the case officer. c. *Draft Housing Supplementary Planning Document* – consultation period between 19th October and 30th November 2018. Details previously emailed. d. *PA18/07999, Tremayne Villa, Praze* – Members feel the Case Officer is mistaken and the agricultural condition should apply to this application. The Clerk to explain this and request the application is taken to CC's planning committee for decision.	Clerk
172/2018	Environmental / Amenity Matters – a. *Treasure Park* – Minute 136a/2018 refers. Cllr. Parnell had given Ms Maxine Hardy details of Members' issues including Japanese knotweed, mine shafts on the site, an agreement regarding party fences and given her the contact for Borlase & Co., Helston. Noted Ms Jessica Cornish, Partner with Borlase & Co. had been given a copy of the transfer document from CC. She will deal direct with Cllr. Parnell regarding any issues. Noted Ms Claire Ottery, Legal Assistant CC had provided a copy of the Land Registry document and plan of the park. Previously emailed. b. *Defibrillator, Praze Telephone Kiosk* – Minute 154b/2018 refers. Information from Members' preferred option The Community Heartbeat Trust (CHT) had been circulated via email. It was **RESOLVED** to purchase a defibrillator from CHT with a full maintenance contract. The Clerk to advise CHT. BT Engineers had removed the phone from the kiosk in School Road and had stated the kiosk is to be removed. However, this is now in the PC's ownership and it is evident that there is still an issue with the location, which BT seems to believe is in Station Hill. The Clerk to clarify this with BT as a matter of urgency. The Clerk will provide a further copy of the notice advising the kiosk now belongs to the PC and Cllr. Smith will place in the kiosk as a matter of urgency. Noted Mr Ian Tessier, defibrillator trainer, had offered to meet with Members and had provided information on Automated External Defibrillators (AEDs), previously emailed. c. *Access to The Plan* – Minute 154e/2018 refers. Cllr. Smith had met the contractor and it had been agreed to change the last two chains adjacent to the toilet, with a lighter weight chain, fitted with locks. Members felt that to replace one chain would be sufficient. No further action until the position with the yellow lines is known.	Clerk Clerk Clerk / Cllr. Smith Clerk

	d. *Street Naming* – CC had declined the first choice of Trefewha Drive. Members were not happy with the suggestion of Oatfields as the main street name and Oatfields Terrace for the first eight plots as the name of the new development off Fore Street, Praze. It was **AGREED** to advise Ms Jo Harley, Gilbert and Goode to liaise with Cllr. Jenkin i.r.o. a suitable historical name for the development.	Clerk Cllr. Jenkin
173/2018	Administrative Matters – a. *Remembrance Sunday* – 11th November 2018. i. Road Closure Notice – granted. Cllr. Smith to laminate and put up the road closure notices. NOTE – Service to be held in Leedstown Methodist Church at 11.30. The Revd. Harry Chant will conduct the service at Leedstown and Mrs Wendy Smith will conduct the service at the War Memorial. NOTE – Cllr. Smith will arrange for Traffic cones to be placed adjacent to the war memorial two days beforehand to prevent vehicles parking in front during the service. He will confirm that IRS have cleared the leaves from around the WCs. Three volunteers are needed to assist Mr Webb with the road closure. ii. Bugler / Piper – Cllr. Roberts will provide a recording of *The Last Post* to be played at the Remembrance Ceremony. iii. War Memorial – arrangements had been made to clean the memorial and to clear leaves from around the WCs. Minute 147c/2016 refers. Noted the Clerk had authorised Mr Blewett to paint the railings by the War Memorial at an approx. cost of £40-50. b. *WWI Research* – Minute 155a/2018 refers. Mr Dave Brassett had kindly agreed his research could be displayed on the PC's website. ICT Connect Ltd. had created a new webpage to facilitate this. Cllr. Smith will mention this in his report for *The Chronicle*. Hardcopies are on show in Crowan Church and The St Aubyn Arms.	Cllr. Smith Cllr. Smith Cllr. Roberts Cllr. Smith
174/2018	Financial Matters – a. *Accounts for Payment* – schedule 2018/19-07 to a value of £2,913.94 was **APPROVED** for payment. The Clerk had circulated a form from Barclays Bank for Members to complete. The Chairman to sign the completed form. The bank reconciliation was made available for inspection.	

EXPENSES			
Barripper Village Association - play equipment grant	200.00		200.00
Staff costs – including tax and NI	992.52		992.52
Parish Rooms, Crowan	195.26	9.00	204.26
Play Areas	1,110.99	180.69	1,291.68
Praze WCs	100.00		100.00
Administration - incl. audit	106.32	19.16	125.48
			£2,913.94

b. *Grant Requests* – Members **RESOLVED** to make the following grants: i. Cornwall Hospice – £50. ii. Cruse Bereavement Care in Cornwall – £50.	Clerk Clerk
c. *Crantock Planning Funding Appeal* – Minute 153c/2018 refers. Cllr. McLeod queried if it was legal to use the precept to assist another Parish Council. Cllr. Jenkin said as Crowan is not a Quality Status Council it is unable to do so. She also advised Crantock had been denied leave to apply for a Judicial Review. No further action. NOTE – a further communication from the Cluster Group was circulated via email. It was **RESOLVED** to write to Cllr. Egerton saying that Crowan PC fully supports the group's request for a countywide conference.	Clerk

175/2018	Parish Organisations – reports i.r.o. village halls and local school, which require Members' attention. a. *Praze Institute* – there was no progress report from The Institute, i.r.o. legal advice previously obtained from Nicholas Hancox Solicitors Ltd. regarding the question of the PC as a Trustee. Minute 100a/2017 refers. It was explained that the PC whilst they were willing to become Custodian Trustees were unwilling to fund the process. Cllr. Smith will take this back to The Institute Management Committee. In view of the above, Borlase & Co. had not been asked for their advice. b. *Leedstown 60th Anniversary* – a big success.	Cllr. Smith
176/2018	Correspondence – not mentioned elsewhere on the agenda. a. None.	
177/2018	Diary Dates – a. *Council Meetings:* i. Full Council Meeting – 13th December 2018. ii. Amenities / Highways Meeting – 9th January 2019, Parish Rooms.	
178/2018	Information Only / Items for Future Agendas – a. None.	
179/2018	Closed Session – 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.	
180/2018	Enforcement Case – the Clerk to report a possible enforcement issue i.r.o. the development adjacent to Ros an Brea, whereby the domestic curtilage had been extended into an adjoining field and the hedge demolished.	Clerk
181/2018	Meeting Closed – 21.04pm.	

Signature: …… (Cllr. Smith)
Chairman

Date: 12th December 2018