

Crowan Parish Council

NOTICE AND AGENDA OF THE ANNUAL COUNCIL MEETING TO BE HELD IN THE PARISH ROOMS, CROWAN ON Thursday, 9th MAY 2019 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 and on the Notice Boards at Praze, Crowan, Nancegollan and Townshend Village Hall.

Minute	AGENDA ITEMS	Action
74/2019	<u>Election of Chairman</u> – Cllr. Smith currently in post. NOTE – newly elected Chairman to sign his/her Acceptance of Office form.	
75/2019	<u>Election of Vice Chairman</u> – Cllr. Parnell currently in post. NOTE – newly elected Vice Chairman to sign his/her Acceptance of Office form.	
	<u>Prayers</u> – led by the Chair. Anyone not wishing to participate may leave the room and re-join the meeting later.	
	<u>Chairman's Welcome and Public Forum</u> – members of the public may address the Council prior to the commencement of the Meeting.	
76/2019	<u>Casual Vacancies</u> – Members to consider any applications for co-option to the following vacancies: a. Praze Ward. b. Leedstown Ward.	
77/2019	<u>Apologies for Absence</u> –	
78/2019	<u>Members' Declarations</u> – 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. b. <i>Non-Pecuniary/Disclosable Interests</i> – Members must declare non-pecuniary interests at the start of the meeting or whenever the interest becomes apparent. c. <i>Declaration of Gifts</i> – Members are reminded they must not accept any gift or hospitality with a value in excess of fifty pounds. d. <i>Dispensations</i> – Members to consider granting any written dispensations that have been received.	
79/2019	<u>Committee Membership</u> – appointments to the following committees to be made: a. <i>Chairman of the Amenities and Highways Committee, 2019/20</i> – Cllr. Parnell currently in post. NOTE – all Councillors are members of the Amenities and Highways Committee. b. <i>Staffing Committee</i> – Cllrs. Muriel, Smith and Roberts currently serving. c. <i>Audit Checkers</i> – Cllrs. Smith, Muriel and Parnell currently serving. d. <i>Neighbourhood Plan Steering Group</i> – Cllrs. Henwood, Jenkin, McLeod, Parnell, Roberts and Smith currently serving. NOTE – the Chairman and Vice Chairman are ex officio Members of all Council Committees	

80/2019	<p><u>External Bodies</u> – Council to elect representatives to the following:</p> <ol style="list-style-type: none"> a. <i>Community Network</i> – Cllr. Smith currently in post. b. <i>Leedstown Village Hall</i> – Cllr. Christophers currently in post. c. <i>Nancegollan Village Hall</i> – Cllr. Jenkin currently in post. d. <i>Praze Institute</i> – Cllr. Smith currently in post. e. <i>Praze Playing Field</i> – Cllr. Tunnicliffe currently in post. f. <i>Townshend Village Hall</i> – Cllr. Jenkin currently in post. 	
81/2019	<p><u>Outside Bodies / Reports</u> –</p> <ol style="list-style-type: none"> a. <i>Cornwall Councillor</i> – Members to receive a report. b. <i>Police</i> – any matters to be brought to the attention of the Police. c. <i>Network Panel Meeting</i> – next meeting to be held on 5th June 2019, to be held at Goonhilly. <p><u>Voting Member</u> – the voting member is the Chair of Crowan PC. The Clerk to advise Ms Maxine Hardy, CC following this meeting.</p>	<p>Cllr. Jenkin</p> <p>Clerk</p>
82/2019	<p><u>Internal Auditor</u> – Members to appoint a “competent and independent” Individual as their Internal Auditor for 2019/20. Mr D. Baines currently in post.</p>	
83/2019	<p><u>Minutes of Meetings</u> –</p> <ol style="list-style-type: none"> a. <i>Full Council Meeting</i> – 11th April 2019. 	
84/2019	<p><u>Planning Applications</u> – Members to consider the following, including any planning applications received after the agenda was issued:</p> <ol style="list-style-type: none"> a. <i>PA19/02724, Buscaverran Farm House, Crowan</i> – demolition of existing barn and siting of a timber mobile-home for use as annexe accommodation. b. <i>PA19/03411, Higher Carn, Black Rock</i> – proposed escape window to side (west) elevation. (Please note Cornwall Council have already approved the revised roof, rooflights and finishes under permitted development application no. PA18/002290/PREAPP). 	<p>Plans with Cllr. McLeod</p>
85/2019	<p><u>Other Planning Matters</u> –</p> <ol style="list-style-type: none"> a. <i>Neighbourhood Development Plan</i> – Members to receive a verbal report. b. <i>Planning Applications Approved by CC</i> – information only. <ol style="list-style-type: none"> i. <u>PA19/01777, 47 Trethannas Gardens, Praze an Beeble</u> – first-floor side extension. <i>Members supported this application.</i> ii. <u>PA19/00921, Drym House, Drym Lane, Praze</u> – single storey rear extension, replacement of existing pitched roof to existing single storey extension, replacement roof covering to main house including structural repairs to roof timbers affected by fungal decay and associated external alterations. <i>Members had no objection.</i> c. <i>Withdrawn Planning Applications</i> – information only. <ol style="list-style-type: none"> i. <u>PA19/00304, Binner Cross Farmhouse, Leedstown</u> – erection of two log cabins, one agricultural barn and two poly tunnels. <i>Members objected to this application.</i> d. <i>PA19/01391, Agricultural Building, Carsize Lane, Leedstown</i> – prior approval for proposed change of use of an agricultural building to a dwelling house (Class C3) and for associated operational development. Mr Glen Lowe, CC Planning Committee confirmed this application had been withdrawn and not approved as erroneously reported to the March meeting. Minute 60b[iii]/2019 refers. e. <i>PA17/04129, Pengwedna, Breage</i> – Members to receive a verbal report, following the Public Inquiry will be held on 16th April 2019. 	<p>Cllr. Parnell</p> <p>Information</p> <p>Cllr. Smith</p>

86/2019	<p><u>Environmental / Amenity Matters</u> –</p> <p>a <i>Defibrillator, Praze Telephone Kiosk</i> – Minute 61a/2019 refers. Members to receive an update.</p> <p>NOTE – the Clerk had written to the Praze PO and Townshend Village Hall Association seeking confirmation they would carry out regular checks on the defibrillator.</p> <p>b <i>Climate Change</i> – Members to consider what measure the PC can take to help alleviate climate change. Minute 57c/2019 refers.</p> <p>c <i>High Street Clean-Up</i> – grant of up to £2,000 available. More information from Clean Cornwall Clean.Cornwall@cornwallrcc.org.uk. Closing date for applications is 6th May. <i>Details previously emailed</i></p> <p>d <i>Highways Consultation</i> – proposals to introduce waiting restrictions and speed limits along various streets, includes sites in Leedstown and Praze. Deadline is 10th April 2019. <i>Details previously emailed.</i></p> <p>e <i>Parish Rooms</i> – Members to consider authorising a ‘deep clean’.</p>	Cllr. Parnell
87/2019	<p><u>Administrative Matters</u> –</p> <p>a. <i>Parish Council Newsletter / Report</i> – Minute 62a/2019 refers. Cllr. Roberts to provide a draft for Members’ consideration.</p> <p>b. <i>Parish Council Photograph</i> – Minute 62b/2019 refers. The Clerk had asked Ms Lisa Prout to take the group photograph on 13th June 2019, at 6.45pm.</p> <p>c. <i>Website</i> – Minute 62c/2019 refers. Members to receive a report from the Working Party set up to look at all aspects of the website.</p> <p>NOTE – the Clerk had asked ICT Connect Ltd. for a monthly report of the number of ‘hits’ the website received and for a subpage ‘Future Meetings’ to be created, to hold the agendas.</p> <p>d. <i>Parish Award</i> – Minute 14b/2019 refers. Members had agreed to announce this initiative at the AGM and to set up a system set up to administer it.</p> <p>a. <i>PAT Testing</i> – Minute 63c/2019 refers. Mr Frank Webb had been asked to carry out PAT testing for the Parish Rooms and Praze Meeting Room.</p> <p>b. <i>Periodic Electrical Testing</i> – Minute 63c/2019 refers. Mr Frank Webb had been asked to recommend a contractor.</p> <p>e. <i>Keys</i> – Minute 62d/2019 refers. Members to bring all the keys they hold to the meeting. NOTE – the Chair and Clerk to hold a full set of keys.</p> <p>NOTE – the Clerk had purchased three key safes.</p> <p>f. <i>The Chronicle</i> – deadline for copy is 18th May 2019. Cllr. Smith to provide a report.</p>	<p>Cllr. Roberts</p> <p>Cllrs. Muriel, Tunncliffe, Parnell and Jenkin</p> <p>Cllr. McLeod</p> <p>All Members</p> <p>Cllr. Smith</p>
88/2019	<p><u>Financial Matters</u> –</p> <p>c. <i>Accounts for Payment</i> – schedule 2019/20-02.</p> <p>NOTE – the bank reconciliation to be made available for inspection.</p>	
89/2019	<p><u>Parish Organisations</u> – reports i.r.o. village halls and local school, which require Members’ attention.</p>	
90/2019	<p><u>Correspondence</u> – not mentioned elsewhere on the agenda.</p> <p>a. <i>Cornwall Countryside Access Forum</i> – seeks new members each year to fill a number of vacancies created by the ending of some Forum members’ term of office. <i>Details previously emailed.</i></p> <p>b. <i>One and All News</i> – Royal Cornwall Hospitals Trust newsletter.</p> <p>c. <i>New Village Hall Improvement Fund launched by ACRE</i> – <i>details emailed.</i></p>	

91/2019	<p><u>Diary Dates</u> –</p> <p>a. <i>Council Meetings:</i></p> <p>i. <u>Full Council Meeting</u> – 13th June 2019.</p> <p>ii. <u>Amenities / Highways Meeting</u> – 29th May 2019.</p> <p>b. <i>Vitality of Town Centres</i> – Mr Bill Grimsey, author of “It’s Time to Reshape our Town Centres” is speaking at County Hall on 10th May 2019, 10am. Details previously emailed.</p>	
92/2019	<p><u>Information Only / Items for Future Agendas</u> –</p> <p>a.</p>	
93/2019	<p><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.</p>	
94/2019	<p><u>Land at Nancegollan</u> – Minute 69/2019 refers. Ms Sarah Phillips, Edward Buckland Ltd. advised they are in the process of preparing the relevant plans and terms to be sent to the solicitor for them to proceed with the conveyance.</p> <p>NOTE – the Clerk had advised Ms Sarah Phillips that the quotation from solicitors Randle Thomas LLP to cover the cost of legal fees totaling £850+VAT had been accepted and that Members would seek to secure funding for the formation of the car park through a Section 106 agreement.</p>	
95/2019	<p><u>Treasure Park</u> – Minute 70/2019 refers. Members to consider the advice from Ms Jessica Cornish, solicitor and a proposal from Cllr. Henwood to apply to register the land as a public open space.</p> <p>NOTE – Ms Maxine Hardy, CC advised she had consulted with their Legal Team, and confirmed CC will only pay for the transfer cost of an asset where they are asking the Parish Council to take on the service – e.g. the toilets. CC do not pay legal fees for any of the open space devolution.</p>	Cllrs. Parnell / Henwood
96/2019	<p><u>Enforcement</u> – the Clerk had requested updates on the outstanding enforcement cases.</p>	
97/2019	<p><u>Clerk’s Appraisal</u> – Members to receive an update.</p>	
98/2019	<p><u>Meeting Closed</u> –</p>	

Signature: (Mrs Gillian Thompson)
Parish Clerk

Date: 26th April 2019

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