

Crowan Parish Council

MINUTES OF THE AMENITIES AND HIGHWAYS MEETING HELD IN THE COMMUNITY ROOM, PRAZE ON WEDNESDAY, 29th MAY 2019 @ 7.30pm

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. Parnell (Meeting Chair) Cllr. Henwood Cllr. Smith	Cllr. Miss Allen Cllr. McLeod Cllr. Ms Tunnicliffe	Cllr. Christophers Cllr. Roberts
Ref. No.	Agenda Item	Action	
AC31/2019	<p><u>Election of Chair</u> – Cllr Parnell explained that as no Chair for the Amenities and Highways Committee was elected at the annual Parish Council meeting, this should take place this evening.</p> <p>Cllr Tunnicliffe stated that she was prepared to stand provided that she had the backing of the other committee members, this was accepted and it was RESOLVED to elect Cllr. Tunnicliffe to the post for 2019/20. Proposed by Cllr Roberts and seconded by Cllr Parnell.</p> <p>It was agreed that Cllr Parnell would remain in the Chair for this meeting as he is more familiar with the majority of topics to be covered.</p>		
	<p><u>Chairman's Welcome and Public Forum</u> – the Chairman opened the meeting and welcomed those present.</p> <p>Ms Helen Scott-Daniels, Highways Technician, Cormac met with Members i.r.o. the South Kerrier TROs for Praze and Leedstown to provide the feedback from the CC Consultation, and then gain the preferred plan to meet the PC's views. There was a lengthy discussion and examination of the property boundaries, pavement and road along School Road which resulted to some minor changes being preferred by Members; also there was a slight change by extending the lines' length on Praze Road.</p>	Cormac	
AC32/2019	<p><u>Members' Declarations</u> –</p> <ul style="list-style-type: none"> 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. 		
AC33/2019	<p><u>Apologies for Absence</u> – the Clerk & Cllrs. Dr. Jenkin (PC/CC). Cllrs. Muriel and Tripp were not present.</p>		
AC34/2019	<p><u>PROW Issues</u> – the Clerk had requested an update from Countryside Access (items a-d) and Planning Enforcement (items a-c), with a warning that a formal notice will be served on Cornwall Council for failing in their duty of care if these matters remain unaddressed:</p> <p>Ms Jessica Martyn, CC Planning reported the points raised had been reviewed and she advised that none of these issues would fall within the remit of the Planning Enforcement Team.</p> <ul style="list-style-type: none"> a. <i>PROW/207/75/3, 4 and 2, Bold Gate to Best Gate Lodge</i> – Mr Hamish Gordon advised that CC Enforcement, on his request, visited both these Rights of Way and had decided that no further action is required. If Members wish to discuss this further they are asked to contact: countrysideaccess@cornwall.gov.uk. Cllr. Parnell to check current status. 	Cllr. Parnell	

	<p>b. <i>PROW/207/76/1</i> – covered by comments relating to <i>PROW/207/75/3</i>. Cllr. Parnell to check current status.</p> <p>c. <i>PROW 207/116/1, Crowan to Reservoir (past Glebe Farm)</i> – Planning Enforcement EN17/02432 relates. Mr Gordon had spoken with CC and since his initial visit last year and subsequent visit by CC Access Team to initiate the legal diversion of this footpath, there appears to have been no further action by the landowner. He had, therefore, drafted a letter requesting action by the landowner which he is presently waiting to have verified by CC. Once sent, timescales will be given to either initiate the process or for the matter to be passed onto Enforcement. The Clerk to seek a progress report for the next Amenities and Highways Meeting.</p> <p>d. <i>PROW 207/111</i> – path is blocked. Mr Gordon advised he had surveyed this path recently and it is clear and open for use. Cllr. Parnell to check current status</p> <p>There are a couple of stiles that require attention (presently they would be classed as ‘inconvenient’) and as such Cormac will send a letter to the landowner(s) to rectify as it is their responsibility.</p> <p>These matters need to be fully resolved as going on too long.</p>	<p>Cllr. Parnell</p> <p>Clerk</p> <p>Cllr. Parnell</p>
AC35/2019	<p><u>Fingerposts</u> – Minute EX08/2018 refers. Cllr. Henwood to speak with Mr Peters regarding item c. When this is dealt with, items a and b can be progressed.</p> <p>a. <i>Fingerpost Refurbishment</i> – re-erection of the repaired fingerposts, including the Nancegollan sign that had been overlooked by Cormac. Cllr. Henwood to check and report back.</p> <p>b. <i>Fingerpost at Howe Down</i> – a replacement arm to be attached to the existing post would cost £540+VAT. Members had confirmed they believe this is Highways’ responsibility. The Clerk had approached Highways regarding this and reminded them of Mr Tatlow’s promise to protect the fingerposts with bollards. The Clerk to seek a progress report for the next Amenities and Highways Meeting.</p> <p>c. <i>Townshend Fingerpost</i> – this post had been placed on the road but it had been agreed previously that it would go in the garden. Cllr. Henwood had been unsuccessful in speaking to the property owner, whose permission is required. The Clerk to email Mr Rob Parsons for his permission. He will also speak to Mr Peters to progress and report back.</p> <p>d. <i>Leedstown Fingerpost</i> – confirmed this had been erected and is satisfactory.</p>	<p>Cllr Henwood</p> <p>Cllr Henwood</p> <p>Clerk</p> <p>Cllr Henwood</p> <p>Clerk</p>
AC36/2019	<p><u>Nancegollan Playing Field and Green</u> –</p> <p>a. <i>Nancegollan Playing Field</i> – Cllrs. Henwood and Parnell had met on site with the contractor regarding the large strip around the boundary that had been left uncut. Mr Ian Stovell had agreed to cut to the edges as clarified by Cllr. Henwood.</p> <p>b. <i>Waste Bin</i> – Cllr. Henwood to advise the Clerk when Mr Turner had fitted the bin, so that she could ask Biffa to add the bin to the list for emptying.</p> <p>c. <i>Any Other Issues</i> –</p>	<p>Cllr Henwood / Clerk</p>
AC37/2019	<p><u>Leedstown Playing Field</u> –</p> <p>a. <i>New Play Equipment</i> – Members to receive an update, to include possible alternative funding suppliers. This project is currently on-hold as general condition of equipment is covered separately. Deferred to next meeting as Cllr. Smith has had experience and should advise.</p> <p>Cllrs. Henwood and Parnell had removed the rope from site on 22nd May.</p> <p>b. <i>Any Other Issues</i> – it was RESOLVED to grant permission to Louise of Elemental Fitness Cornwall to use the playing field for exercise classes</p>	<p>Cllr. Parnell</p>

	<p>with small groups, (no more than around 10 people), once or twice a week through the summer months.</p> <p>Members felt this an excellent use of the site but needs to ensure there is no conflict with junior football training or other booked activities and that the use of the car park must be cleared with the village hall committee. A nominal charge should apply if she is running the classes on a chargeable basis. Liaison with the Clerk required on the schedule of events.</p> <p>She is fully insured and a member of REPS - the Register of Exercise Professionals. I will use minimal hand-carried equipment, (e.g. exercise mats, small weights), and not cause any noise disruption).</p>	Clerk
AC38/2019	<p><u>The Plan / Play Area, Praze</u> –</p> <p>a. <i>Praze WCs</i> – Minute EX08a/2018 refers. Mr Mike Beckett, CC Head of Natural Environment advised he had chased this again with property colleagues. They are still waiting on Western Power to change the connection into the building. He is pursuing this. The Clerk to seek a progress report for the next Amenities and Highways Meeting.</p> <p>NOTE – Mr Beckett had indicated he would be happy to meet and discuss the matter if this helps to move matters forward.</p> <p>b. <i>Business Smart Meters</i> – Members RESOLVED to accept an offer from EDF Energy to install a free smart meter for the Christmas Lights supply on The Plan. The Clerk to progress.</p> <p>c. <i>Picnic Tables and Chairs</i> – Cllrs. Parnell and Henwood had met with Mr Andy Turner on 22nd May 2019 and requested that the broken or damaged seating should be attended to a.s.a.p., particularly with the increase of summer visitors and the Praze Fair.</p> <p>(For comments on Play Maintenance Schedule see below.)</p>	Clerk Clerk
AC39/2019	<p><u>H&S Issues, All Play Areas</u> – the Annual RoSPA report for the three playing fields had been circulated to Members via email; also the monthly H&S inspections from Greens Ltd. for April.</p> <p>Members considered the latest reports and a report from Cllrs. Henwood and Parnell recommending action to complete any repairs, etc. for the three playing fields (copy filed with the Minutes).</p> <p>There are separate schedules of work for the three locations. Clerk needs to plan these with Mr Turner with indicative costs wherever possible.</p> <p>Historically some maintenance had been done replacing rotten upright supports with metal into concrete by a reasonable local firm at Leedstown. This type of work needs to be carried out at Nancegollan and Leedstown by South West Play and prices will be investigated for future maintenance.</p> <p>Noted a grant of £550 had been secured by Cllr. Parnell from CC's Local Devolution Fund to help cover the cost of play equipment repairs.</p> <p>Noted Greens Grounds and Trees are now qualified to carry out play equipment repairs.</p>	Clerk Cllr Parnell
AC40/2019	<p><u>Parish Rooms</u> –</p> <p>a. <i>Chairs</i> – a number of chairs had been repaired by Cllr. Parnell.</p> <p>b. <i>Open Studio Letting</i> – the Parish Rooms had been let at an agreed rate of £100 for a Craft Fair.</p> <p>A deep clean had been arranged by Cllr. Roberts very successful</p>	
AC41/2019	<p><u>Praze Community Room</u> –</p> <p>a. <i>Sign</i> – it was RESOLVED that there should be a sign on the door "Community Room" with the Clerk's contact details.</p>	Clerk

	b. <i>Electrics</i> – PAT Test on heater done but still a beeping sound from the alarm system needs attention.	Clerk								
AC42/2019	<p><u>Highways Matters</u> – Minute EX15a/2018 refers.</p> <p>a. <i>Road from Crenver Corner to Horsedowns Chapel</i> – Mr Mike Peters, Cormac advised work had been carried out. Cllr. Henwood to check as deep gulley clearance was needed.</p> <p>b. <i>Nancegollan</i> – Mr Peters, confirmed the electrics and light units should have been removed when the 30mph signs coming of the village towards Praze were move. He had now asked the operations team to get that organised. Members to check and report back.</p> <p>c. <i>Crowan Sign</i> – the signs had been installed earlier in May and then modified: beside the railway bridge on the road from Clowance to the village.</p> <p>d. <i>Drym Rd Nancegollan</i> – the bollard had been knocked over and Cormac had previously agreed to replace, it is urgently required. The Clerk to remind Cormac.</p>	<p>Cllr Henwood</p> <p>Members</p> <p>Clerk</p>								
AC43/2019	<u>Date of Next Meeting</u> – 17 th July 2019, 7.15pm, Praze Community Room and thereafter on third Wednesday of every other month.	Clerk								
AC44/2019	<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.									
AC45/2019	<p><u>Defibrillator</u> – Cllr. Parnell reported contact had been made with RRMC. It was RESOLVED to order two CU Medical IPAD SP1 Semi-Automatic Defibrillator, AIVIA 210 Outdoor AED Alarmed Wall Cabinet with Temperature Control & Information Plaque:</p> <table> <tr> <td>Price per package (excluding VAT) -</td> <td>£1,306.00</td> </tr> <tr> <td>Postage & Package -</td> <td>FREE</td> </tr> <tr> <td>VAT @ 20% -</td> <td>£261.20</td> </tr> <tr> <td><u>Total -</u></td> <td><u>£1,567.20</u></td> </tr> </table> <p>The order is placed on the understanding that it meets BT's criteria for storing defibrillators in 'phone kiosks. A cheque for £3,134.40 was duly signed to cover the cost.</p> <p>The Clerk to confirm that BT continues to supply power for lighting etc. in kiosks as this will be required for operation of the Aivia cabinet. Cllr. Parnell to then release the order and cheque to RRMC.</p>	Price per package (excluding VAT) -	£1,306.00	Postage & Package -	FREE	VAT @ 20% -	£261.20	<u>Total -</u>	<u>£1,567.20</u>	<p>Cllr. Parnell</p> <p>Clerk / Cllr. Parnell</p>
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AC46/2019	<u>PROW Programme of Circular Walks</u> – Minute 27/2019 refers. The Clerk had provided a copy of the digital mock-up and draft content to Cllr. Parnell. He reported this is work in progress.	Cllr. Parnell								
AC47/2019	<u>Invoicing Praze Football Club</u> – an invoice had been sent to the Club for use of the Nancegollan facilities. To date payment had not been received. Members feared this will remain unpaid. The Clerk to press for at least an immediate part payment. Cllr. Henwood explained that if there is a debt against a team then they cannot be included in a new year league but fears a team name change so resolution needed ASAP.	Clerk								
AC48/2019	<u>Praze Playing Field</u> – Cllrs. Parnell and Henwood gave the members an update on the progress of the newly formed Management Committee and the experience of attempting to work with the new Cricket Club committee. Next Management meeting planned for 10 th June 2019 and hope that a Cricket Club representative is present to become part of the team.									

Signature: (Cllr. Parnell, Chairman)