

**CROWAN PARISH COUNCIL  
MINUTES OF FULL PARISH COUNCIL MEETING  
HELD IN CROWAN PARISH ROOM  
ON THURSDAY 12<sup>th</sup> DECEMBER 2019 AT 7:00PM**

<b>PRESENT</b>	Cllr Parnell (Chairman) Cllr Miss Allen, Cllr Christophers, Cllr Henwood, Cllr Jenkin, Cllr Muriel, Cllr Roberts, Cllr D. Smith, Cllr Tripp, Cllr Lay, Cllr McLeod (Arrived at 21:20 after sending apologies)	
<b>APOLOGIES</b>	Cllr Tunnicliffe, Cllr R. Smith	
<b>LORD'S PRAYER</b>		
<b>CHAIRMANS WELCOME</b>	The Chairman welcomed all to the meeting.	
<b>PUBLIC FORUM &amp; CORNWALL COUNCILLORS REPORT</b>	<p>(Members of the Public are invited to speak for a maximum of 3 minutes on any subject covered by the agenda and should give their name and subject to the Clerk before the meeting commences. Councillors will not comment on agenda items in Public Forum however the Public are welcome to stay and listen when the given subject is discussed. Any items brought to Council but not on the agenda will be considered for future meetings on written application to The Clerk. Total time allocated to Public Forum will not exceed 45 minutes in accordance with Standing Orders).</p> <p>No Members of the Public wished to speak.</p> <p><b>Parish and Cornwall Councillor Loveday Jenkin reported:</b></p> <p>There has been a CC Officer meeting regarding Trethannas Lane Byeway in Praze A specification is being drawn up to allow vehicular access.</p> <p>In order to maintain the budget, CC will need to make further cuts due to lack of funding by Central Govt. Comments were made about increased Council Tax. Cuts are likely to have a serious impact on services. Consultations are taking place around boundary changes and governance. It was noted that local voices are not necessarily being heard. This means there will be an expectation for Parish Councils to provide more input. It was mentioned that there is often money wasted by unnecessary consultations rather than directing money to services. More demands are likely to fall on the Parish for the delivery of services but without any additional funding. Some hard choices may need to be made. There is an expectation by CC for use of the voluntary sector for things like social care, however Children Services have now improved and are deemed outstanding. Adult Social care is beginning to improve, but still has a long way to go.</p> <p>Cllr Muriel raised problem of CC policy which has resulted in an issue around allowing bereaved relatives to claim ashes of loved ones following cremation. Cllr reported that this is under review by CC. Cllr Jenkin suggested that Cllr Muriel write to the relevant CC Officer about the issue over the storage of ashes which is creating pressure</p>	Cllr Muriel

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	on NHS and unnecessary distress to families.	
<b>AGENDA REFERENCE</b>	<b>DESCRIPTION</b>	<b>ACTION</b>
183/2019	<p><b>MEMBERS DECLARATIONS</b></p> <p>a. Pecuniary/Registerable Declarations of Interests – None</p> <p>b. Non-Registerable Interests – None</p> <p>c. Declaration of Gifts – Cllr Muriel had been given a small gift of produce by a resident which was duly declared.</p>	
184/2019	<p><b>APPROVAL OF MINUTES</b></p> <ul style="list-style-type: none"> <li>• Minutes of Full Parish Council Meeting held on 14<sup>th</sup> November 2019 – Acceptance proposed by Cllr Christophers Seconded by Cllr Muriel Minutes Approved and Adopted</li> <li>• Minutes of Amenities and Highways Committee Meeting held on 23<sup>rd</sup> October 2019 (deferred from meeting on 14<sup>th</sup> November as not all Councillors had seen the draft)</li> </ul> <p>NB – It was noted by Cllr Jenkin that the Nancegollan Village Hall Committee do actually manage the upkeep of the Cemetery.</p> <p>Acceptance proposed by Cllr Henwood Seconded by Cllr Roberts Minutes Approved and Adopted</p> <ul style="list-style-type: none"> <li>• Minutes of Planning Committee Meeting held on 21<sup>st</sup> November 2019</li> </ul> <p>Acceptance proposed by Cllr Jenkin Seconded by Cllr D. Smith Minutes Approved and Adopted</p>	
185/2019	<p><b>PLANNING - Cornwall Council Planning Decisions (information only): -</b></p> <p>None received since Planning Meeting on 21<sup>st</sup> November</p>	
186/2019	<p><b>PLANNING - New Planning Applications not covered by Planning Committee Meeting on 21<sup>st</sup> November 2019: -</b></p> <ol style="list-style-type: none"> <li>1. PA19/00028/NDP – Designation request from Camborne Town Council for undertaking a Neighbourhood Development Plan for the Parish of Camborne</li> </ol>	

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	<p>It was noted that this is the designation request and any comments would be raised during the consultation process.</p> <p><b>2. PA19/08128 (Amended after previous Objection) – 12 Carwynnen Close, Praze, TR14 0JY – Two Storey Side Extension</b></p> <p>There was discussion around what has actually changed on the amended plan as it was not actually clear.</p> <p>Cllr Henwood Proposed that the Parish Council maintain the original objection because the plans presented are inaccurate, inadequate, inconsistent and incorrect. The location plan appears to be incorrect and incomplete with regard to the proposed property and the neighbouring property. Seconded by Cllr Parnell (At this point Cllr D. Smith declared a non registerable interest and abstained from voting) Motion passed</p> <p><b>3. Additional Planning Application Amendment PA19/07197 Cargenwen Reservoir, Camborne – Car Park Entrance to be widened</b></p> <p>Discussion revealed that lights are on in the water treatment building at night. The Clerk was requested to ask why the lights are on and who is using the building at night.</p> <p>The plan to widen the entrance does not appear to be sufficient at only 60cm proposed on one side of the existing entrance. It was suggested that an additional 150 cm in total would be more appropriate to allow for the safe turning swing of vehicles entering.</p> <p>Cllr Henwood proposed rejection Cllr Jenkin Seconded Motion carried unanimously</p>	Clerk
187/2019	<b>OPEN ISSUES AND ACTIONS FROM PREVIOUS MEETINGS</b>	
	<b>1. Treasure Park – update regarding ownership of post and</b>	

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	<p>rail fence and decision required regarding transfer.</p> <p>Cllr Henwood reported that the deed is unclear as to the boundary and that the fence stays are unsafe. The Parish Council await sight of a copy of the Cornwall Council deeds to Treasure Park to check the boundary which the Clerk had requested from them. Cllr Parnell brought up that there may be fees to pay which would need to be taken into account.</p> <p><b>2. Praze WC/Community Room – update</b></p> <p>The Clerk reported that CC have agreed to extend the deadline.</p> <p><b>3. Land at Nancegollan – update required re: Action/Minute 173/2019 item 2 - Cllr Henwood to contact Borlese Solicitors to discuss possibility of problems relating accessibility, contamination etc</b></p> <p>Cllr Henwood reported that the extent of the land is unclear on the plan supplied and measurements should be sought. i.e. Clarification of depth of the site is required. A vehicular access of similar size to a farm gate will need to be put in. It was also noted that although the Vendor's fees had already been approved, further approval was required for the Parish Council's solicitors fees:-</p> <p><b>Borlase &amp; Co's fees including VAT £650 Local Authority search £269.39 South West Water search £208.58 Environmental Search £120.00 Land Registry Search £3.00 Land Registry Registration fee £20.00 Total £1270.97</b></p> <p><b>Cllr Jenkin proposed to accept costs of fees and searches Cllr D. Smith Seconded Motion carried unanimously</b></p> <p><b>4. Flooding issues in Leedstown – Action/Minute 173/2019 Item 5 – all issues were reported to Highways by the Clerk &amp;</b></p>	<p>Cllr Henwood/Clerk</p>
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	<p>Cllr Henwood. Cllr Jenkin had also reported these. Cllr Tripp mentioned that Binnerton Road's new surface is higher than the gullies and the camber of the road means that one side of the road in Leedstown is prone to flooding. It was noted that although Cormac had intimated that the work had been done, flooding is still apparent. Cllr Jenkin to escalate the problem to CC. Clerk to forward the reference numbers reported on the system to Cllr Jenkin. It was noted that the surface needs to be reinstated to previous levels.</p>	Cllr Jenkin/Clerk						
188/2019	<b>POLICIES AND PROCEDURES (All areas of Council Business)</b>							
	<p>1. <b>Planning Procedure for review and implementation</b> There was discussion around how the procedure is implemented and explanation around the reasons for requiring it. Following discussion it was agreed that the default position for the 5 day protocol should be changed to Option 3 maintain the objection in event of non response from emails. Clerk to amend the procedure.</p>	Clerk						
189/2019	<b>COMMUNICATIONS (Website/Noticeboards/Local Press/Social Media/Cornwall Council)</b>							
	<p>1. <b>Update from Clerk regarding research into other Parish Council's websites</b></p> <p>There was discussion around the appearance of other websites and their ease of use. It might be appropriate to use a custom-made system for Parish Councils. Clerk to research further and approach other Parish Clerks to enquire how their sites work and their views.</p> <p>Cllr Jenkin suggested that the Communications Group should be reconstituted. Cllr Muriel mentioned that good websites constitute photographs and slideshows and Cllr Lay suggested that local volunteers could potentially be invited to submit such content. Cllr Parnell suggested that there should be a theme and a newsletter to keep people informed. Cllr Jenkin suggested that Cllr Lay could potentially lead on this project.</p>	Clerk  Cllr Lay/Comms work party						
190/2019	<b>ADMINISTRATION AND FINANCE (Including Meetings, Banking, Reporting, Invoicing, Audit, Budget, Contracts, HR and GDPR)</b>							
	<p>1. <b>Approval of monthly payment of accounts</b></p> <p>Approved:</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Date</th> <th style="text-align: left;">Description</th> <th style="text-align: right;">Total</th> </tr> </thead> <tbody> <tr> <td>12/12/2019</td> <td>Toddler Swing</td> <td style="text-align: right;">£1,901.46</td> </tr> </tbody> </table>	Date	Description	Total	12/12/2019	Toddler Swing	£1,901.46	
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	<p>12/12/2019 Water Bill Praze WC £132.07</p> <p>12/12/2019 R. Smith - Planning Training £15.00</p> <p>12/12/2019 Bin Emptying £31.30</p> <p>12/12/2019 Bin Emptying £31.27</p> <p>12/12/2019 Bin Emptying £31.27</p> <p>12/12/2019 Deposit for repair - Tyre Swing Leedstown £252.50</p> <p>12/12/2019 Donation towards Christmas lights in Nancegollan £200.00</p> <p>12/12/2019 Lisa Prout - Photography £25.00</p> <p>12/12/2019 Website £45.60</p> <p>12/12/2019 Praze - Cleaning £408.10</p> <p>12/12/2019 HMRC £316.64</p> <p>12/12/2019 Mrs Prior - Caretaking £20.80</p> <p>12/12/2019 Mrs Prior - Expenses £15.36</p> <p>12/12/2019 Mrs G Lidgett - Salary £1,032.87</p> <p>12/12/2019 Play Inspections - Praze Nancegollan &amp; Leedstown £36.00</p> <p>12/12/2019 Play Inspections - Praze Nancegollan &amp; Leedstown £36.00</p> <p>12/12/2019 Play Inspections - Praze Nancegollan &amp; Leedstown £36.00</p> <p>12/12/2019 CJ Parnell - Expenses £69.70</p> <p>12/12/2019 Water Bill - Crowan Parish Room £58.55</p> <p>12/12/2019 Mrs G Lidgett - Expenses £20.70</p> <p>12/12/2019 Mrs G Lidgett - Expenses £77.76</p> <p>12/12/2019 A. Tunnicliffe - Expenses £125.00</p> <p>12/12/2019 Grasscutting £144.00</p> <p>12/12/2019 Grasscutting £204.00</p> <p>12/12/2019 Grasscutting £329.40</p> <p style="text-align: center;"><b>Total £5,596.35</b></p> <p><b>2. 2020-21 Budget and Precept to be reviewed including Local Maintenance Plan</b></p> <p><b>Following lengthy discussion and line by line scrutiny of the budget it was decided that:-</b></p> <p><b>Clerk to look up Royal Mail RSVP contract in last years accounts and cancel the contract if necessary as it was only required for the NDP</b></p> <p><b>Election costs will need to be taken into consideration for May 2021.</b></p> <p><b>Leedstown play equipment £32000 to be left in the budget</b></p> <p><b>The Clerk to write to CC to refuse the LMP offer</b></p> <p><b>The budget line for Football Pitches income to be increased</b></p>	
		Cllr Henwood
		Clerk

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	<p>to £1000 and Cllr Henwood would investigate whether The Mariners have submitted their payment to the old contact address.</p> <p>Cllr Muriel Proposed to request Cornwall Council for a precept of £44000 which is the same as last year. Cllr Jenkin Seconded Motion carried unanimously.</p> <p>3. Cornwall Council’s Waste Collection and Cleansing Contract and Historically Devolved Sites – Leedstown Playing Field. Decision required regarding extended contract. Waste collection proposal to be accepted as no difference in costs from last year.</p> <p>Cllr McLeod arrived at 21:20 after a prior appointment.</p>	<p>Clerk</p> <p>Cllr Henwood</p> <p>Clerk</p>
191/2019	NEW BUSINESS	
	<p>1. Helston and South Kerrier CNP – Townshend Traffic Calming Consultation Views on the scheme required:-</p> <p>There was lengthy discussion regarding the planned scheme. Cllr Henwood noted that no yellow lines are included in the plan and this could cause issues with large vehicles. Cllr Jenkin explained that no lining was included in this consultation but if the scheme was not approved tonight and the budget spent in this financial year it would be lost. Expressions of interest for traffic regulation order are to be submitted online. Cllr Jenkin reported that residents of Townshend were happy with the proposal following the consultation meeting on 18<sup>th</sup> November. Cllr Jenkin also stated that any adjustments could be made at a later date. Speed bumps are not allowed because the road is a priority route. Cllr Miss Allen raised a query about how the boundary of the village was designated and how it would affect Planning. Both Cllr Jenkin and Cllr Henwood assured Cllr Allen this would not affect Planning as the NDP had been agreed. Cllr Allen also commented that she hoped this would be the first stage of addressing the various traffic related problems in Townshend. Concerns were raised regarding signs obscuring vision at junctions, the road becoming a “rat run” and pinch points caused by build outs. Cllr Jenkin explained that the scheme only deals with speeding through the village and that Highways had been out to measure the impact. Cllr Parnell commented that if the residents are happy with the</p>	

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	<p>scheme, the Parish Council should support their decision. Cllrs Henwood and Tripp asked for it to be Minuted that they felt this scheme would cause more problems than it solves.</p> <p>Cllr Parnell proposed that the Parish Council accept that as residents are happy with the scheme, and in spite of the reservations of some members, the Parish Council will accept the scheme as it stands.</p> <p>Seconded by Cllr Roberts 7 members voted for the proposal Cllrs Henwood and Tripp voted against and asked for this to be noted 2 members abstained</p> <p>Motion carried Clerk to submit views of Parish Council to CNP</p> <p>2. Parking issues in Leedstown – email complaint from resident.</p> <p>Cllr Henwood confirmed that he had advised the resident to complain directly to the police about this matter.</p>	Clerk
192/2019	<b>DIARY DATES</b>	
	<ol style="list-style-type: none"> <li>1. Full Parish Council Meeting – 9<sup>th</sup> January at 7pm – Crowan Parish Rooms, Crowan</li> <li>2. Amenities and Highways Committee Meeting – 22<sup>nd</sup> January at 7pm – Crowan Parish Rooms, Crowan</li> <li>3. First Aid Course, Nancegollan Village Hall – 17<sup>th</sup> and 20<sup>th</sup> January from 7pm to 9 pm</li> <li>4. Cornwall Council Budget Consultation Event - Tuesday 14 January from 6.30pm-8pm in the Council Chamber, County Hall, Treyew Road, Truro, TR1 3AY.</li> <li>5. Community Network Panel Meeting - Wednesday 5 February 2020 at 6pm Isaac House, Tyacke Road, Helston, TR13 8RR</li> <li>6. Cornwall Council Strategic Planning Committee, Thursday, 19th December, 2019, 10.00 am</li> </ol>	
	<b>MEETING CLOSED@22:20</b>	



Signature: \_\_\_\_\_

Date: 9<sup>th</sup> January 2020