

**CROWAN PARISH COUNCIL  
MINUTES OF FULL PARISH COUNCIL MEETING  
HELD IN CROWAN PARISH ROOM  
ON THURSDAY 13<sup>th</sup> FEBRUARY 2020 AT 8:20pm**

	Members of the public and press are invited to attend this meeting of the Council. Minutes of Council Meetings are available to view on <a href="http://www.crowan-pc.gov.uk">www.crowan-pc.gov.uk</a> ; on the Praze and Leedstown Notice Board; on Nancegollan and Townshend Village Hall Notice Boards	
<b>PRESENT</b>	<b>Cllr Parnell (Chairman), Cllr Tunnicliffe (Vice Chairman), Cllr Henwood, Cllr Miss Allen, Cllr Jenkin, Cllr McLeod, Cllr Roberts, Cllr D. Smith, Cllr Tripp, Cllr R. Smith, Cllr Lay, In attendance - Mrs G Lidgett (Clerk)</b>	
<b>APOLOGIES</b>	<b>Cllr Christophers</b>	
<b>LORDS PRAYER</b>		
<b>CHAIRMANS WELCOME</b>	<b>Cllr Parnell welcomed all to the meeting</b>	
<b>PUBLIC FORUM</b>	(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).	
<b>AGENDA REFERENCE</b>	<b>DESCRIPTION</b>	<b>ACTION</b>
<b>2019-20/209</b>	<b>MEMBERS DECLARATIONS</b> a. Pecuniary/Registerable Declarations of Interests – none b. Non-Registerable Interests – none c. Declaration of Gifts - none	
<b>2019-20/210</b>	<b>APPROVAL OF MINUTES</b>  1. To approve and sign Minutes of Full Parish Council Meeting which took place on 9 <sup>th</sup> January 2020 – Approved 2. To approve and sign Minutes of the Amenities and Highways Committee Meeting which took place on 22 <sup>nd</sup> January 2020 – Approved	
<b>2019-20/211</b>	1. To receive the Cornwall Councillor’s Report – There had not been a lot of Crowan based issues recently. Outstanding highways issues had been chased and it was hoped these would soon be addressed. Regarding the fallen tree which delayed the meeting – it had not been removed because the electricity and BT lines were tangled in the tree. The CC budget is going through. Increased cuts and reductions in services are expected. Govt is allowing 2 pc for Health and 1.5 pc general rise on Council Tax. There has been a huge drop in Govt funding in recent times. Implementation of Townshend traffic calming scheme is imminent. Some delays are likely due to other highways issues like flooding being prioritised.	Cllr Jenkin

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	<p>2. To receive the Cornwall Councillor's overview of the Cornwall Design Guide – Cllr Parnell asked for an overview and key points. Cllr Loveday explained that all planning needs to take the design guide into consideration. Key point - development should be in character. The design guide is a policy document which is out for consultation and is an opportunity for Councillors to read and influence the final version. Discussion ensued about the purpose of the document and the detail involved. The CC officers should be using the document and it will be helpful to the PC as a reference when discussing Planning issues. It was mentioned that it would be helpful to have the key points précised rather than searching through the full document.</p>	Cllr Jenkin
2019-20/212	<b>OPEN ISSUES AND ACTIONS FROM PREVIOUS MEETINGS</b>	
	<p>1. To resolve if CPC are happy to accept a grant to cover all costs associated with installing the required meter at Praze WC</p> <p>All in agreement that a grant is not acceptable, and CC should provide full underwriting costs as they had previously indicated. Clerk to reply to that effect.</p>	Clerk
	<p>2. To discuss the position regarding the Boundary of Treasure Park and identify and mark on a plan where Crowan PC thinks the position of the boundary fencing lies with a view to discussion with a surveyor from Cornwall Council</p> <p>It was decided that the concern is for the whole fence around 1-2 St James Place. Cllr Henwood had discovered that despite the current occupiers of the neighbouring property saying they erected the fence, having spoken to previous occupant since the last PC meeting this was not so.</p> <p>Clerk to write to CC and request that they send a surveyor to meet with Members of the PC at the site to resolve this issue.</p>	Clerk
	<p>3. Land at Nancegollan – No response had been received and Cllr Jenkin reported a For Sale sign was in place at the site.</p>	
	<p>4. Crowan Primary School communication – update from Cllr Parnell – Cllr Parnell had a constructive meeting with the Head Teacher and had now arranged for the newsletter to be sent to the PC.</p>	
2019-20/213	<b>POLICIES AND PROCEDURES (All areas of Council Business)</b>	
	Clerk reported that the Financial Regulations would need to be reviewed at some point in the future.	

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2019-20/214	<b>COMMUNICATIONS</b> (Website/Noticeboards/Local Press/Social Media/Cornwall Council)	
	<p><b>1. To discuss the progress of Communications working party</b></p> <p>Cllr Parnell explained that this is a key area and it is a big topic. Discussion had been taking place regarding Web and press, and attendance of VH meeting. Cllr Lay had looked at examples of other PC websites with a view of possibly changing providers. Costs comparisons are to be sourced and this is in early stages.</p> <p>Cllr Smith reported that the Chronicle editors are ceasing publication in August and suggested it would be good if PC could take over the publishing. The Chronicle usually covers its own costs and has wide local distribution. Village Hall provision of Newsletters had been assessed and comment was made that Leedstown and Nancegollan VH could be encouraged to collaborate more and The Chronicle could be used to amalgamate all the newsletters in one place. Cllr Jenkin mentioned that the distribution base would be a problem as it was currently done by Church volunteers. Cllr Parnell commented that this in the research stage and no decisions have yet been made. Discussion centred around what the PC's role should be as regards a big publication. Cllr Allen felt we should have a bit more input into the current publication. Cllr Tunnicliffe mentioned that the PC had previously struggled to get input into the Chronicle at times. Cllr Parnell noted that it provided a local directory. Cllr Smith mentioned that not all residents have electronic access and might prefer paper.</p>	Cllr Parnell/Cllr Lay
	<p><b>2. To discuss the implications of the Advice Notice regarding Content Web Accessibility Guidelines received by the Clerk from our web provider.</b></p> <p>The Clerk explained that regulations around accessibility need to be taken into account when loading content onto the website. Cllr Lay explained that with the review of the website provider, The PC has the opportunity to take the compliance into consideration at the same time.</p>	
2019-20/215	<b>ADMINISTRATION AND FINANCE (Including Meetings, Banking, Reporting, Invoicing, Audit, Budget, Contracts, HR and GDPR)</b>	
	<p><b>1. To discuss the Action Plan for 2020 and establish areas of interest to be taken up by Councillors and a PROW working party</b></p>	Cllr Parnell

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	<p>Cllr Parnell noted that everyone had seen the Action Plan.</p> <p>It was noted that the Greens reports could be read by the Clerk and then referred to Cllrs Tunnicliffe and Henwood to review any issues.</p> <p>Defibrillators – the kiosk will need to be cleaned and maintained and costs taken into consideration</p> <p>RE: PROW – Cllr Lay had initiated a working party who have agreed to research the viability of re-establishing Local Maintenance Plan. (Members of working party are proposed to be Cllr Lay, Cllr Henwood, Cllr Tunnicliffe and Cllr Roberts) Cllr Henwood proposed acceptance of the working party Cllr Tunnicliffe seconded Motion carried unanimously</p> <p>Traffic Issues were discussed, and it was noted that volunteers would be required for Speed watch.</p> <p>It was noted that things discussed at Council should be specific. The role is to provide and support services to the community.</p> <p>Cllr Jenkin proposed deferring this matter until another meeting. Cllr Parnell felt that too much time is taken over resolving issues.</p>	
	<p>2. To discuss and agree the wording for the bi-annual Community Award</p> <p>Deferred until next meeting due to lack of time.</p>	
	<p>3. To approve the monthly accounts</p> <p>Total February income £90 Total February expenditure £4624.61 Approved</p> <p>Cllr Parnell noted that problems had been experienced with the Bank which he hoped had been resolved as he will be away for two months.</p> <p>Comment was made that the signs at Leedstown were not right and payment should be deferred until this had been resolved.</p>	

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	Clerk to send email of photographs received from Phoenix signs to Cllr Henwood.	Clerk/Cllr Henwood
<b>2019-20/216</b>	<b>NEW BUSINESS</b>	
	<p>1. To discuss implications of Cornwall Council Climate Change Development Planning - It was agreed that Cllr Jenkin, Cllr R. Smith and Cllr Roberts would form a working party to take this forward.</p>	Cllrs Jenkin/R. Smith and Roberts
	<p>2. To discuss communications received regarding charitable appeals - handouts</p> <p>- Tanya's Courage Trust It was proposed that the Clerk write back informing the Trust that the PC normally only support charities within the parish.</p> <p>- Cruse Bereavement Care Cornwall - This charity works within the Parish and the PC had donated in the past</p> <p>Cllr Jenkin Proposed a donation of £50 Cllr Henwood Seconded Motion carried unanimously</p> <p>Clerk to arrange donation for authorisation at March PC Meeting</p>	Clerk        Clerk
<b>2019-20/217</b>	<p><b>DIARY DATES</b></p> <p>1. Next Full Parish Council Meeting – 12<sup>th</sup> March 2020 at Crowan Parish Rooms at 7pm</p> <p>2. Code of Conduct Training dates: - 12 March 2020 – 10am-12.00pm – Council Chamber, New County Hall, Truro 16 March 2020 - 10:00am-12:00pm - Town Hall, Saltash 18 March 2020 – 1.30pm-3.30pm – Council Offices, Dolcoath Avenue, Camborne. (Clerk to add a booking for Cllr Henwood onto the course)</p> <p>3. Cllr Parnell (Chairman) will be on leave from 14th February to 8<sup>th</sup> April 2020</p> <p>4. Liskeard cluster climate change workshop Saturday 29 February 9.30am for 10am start till 1pm Eliot House Hotel, Liskeard</p>	Clerk
<b>2019-20/218</b>	<p><b>SUGGESTIONS OF ITEMS FOR FUTURE AGENDAS</b></p> <p>1. Potholes outside the Parish Rooms.</p>	
<b>2019-20/219</b>	<b>MEETING CLOSED @ 21:45</b>	

Signed:

Date: