

**CROWAN PARISH COUNCIL
MINUTES OF THE AMENITIES AND HIGHWAYS MEETING
HELD REMOTELY BY ZOOM
ON WEDNESDAY 12TH AUGUST 2020 AT THE RISING OF THE EXTRAORDINARY PARISH
COUNCIL MEETING**

Members of the public and press are invited to remotely attend this meeting of the Council. Please apply to The Clerk for instructions on how to attend. Minutes of Council Meetings are available to view on www.crowan-pc.gov.uk		
PRESENT: Cllr Parnell (Chairman), Cllr Allen, Cllr Jenkin, Cllr McLeod, Cllr Roberts, Cllr D. Smith, Cllr R. Smith, Cllr Lay, Mrs Gillian Lidgett (Parish Clerk – In attendance)		
APOLOGIES: Cllr Tunnicliffe, Cllr Christophers		
ABSENT: Cllr Henwood (Apologies received subsequently).		
CHAIRMANS WELCOME: Cllr Parnell welcomed all to the meeting and invited those Members of the Public in attendance to speak in Public Forum		
(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).		
PUBLIC FORUM:		
08/20/AC01	Resident of Praze, Ms. G. Watson wished to speak about item 08/20/AC07 – Crowan Parish Playgrounds. Ms Watson explained that as a resident of the Parish with young children, she was concerned about the continued closure of the playground areas and commented that communications had been mixed about the reasons for the continued closure of this sorely missed important amenity. Ms Watson also commented that there are members of the community who would volunteer to help in any way they can to facilitate the speedy re-opening of the playgrounds.	
AGENDA REFERENCE	DESCRIPTION	ACTION
08/20/AC02	MEMBERS DECLARATIONS a. Pecuniary/Registerable Declarations of Interests – None b. Non-Registerable Interests – None c. Declaration of Gifts - None	
COMMUNITY ENGAGEMENT (VILLAGE HALLS, PLAYING FIELDS, LOCAL SCHOOLS, ASSETS & AMENITIES)		
08/20/AC03	For information: The Clerk has forwarded several communications received from ACRE (Action with Communities in Rural England) to the Village Halls Committees to aid their decisions in re-opening the Village Halls following the Covid-19 pandemic. No further comment	
08/20/AC04	For information: Risk assessments have been received by The Clerk from Praze FC and Leedstown Junior FC before resuming their training at Nancegollan and	

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	<p>Leedstown playing fields respectively following Government Guidance regarding the risks of Covid-19</p> <p>The Clerk confirmed that the Football Clubs had been informed that they can resume their usual activities in accordance with Govt guidelines.</p>	
08/20/AC05	<p>For information: Risk assessments have been received by The Clerk from Greens in accordance with Government Guidelines regarding Covid-19 -safety of their staff whilst on site at Nancegollan, Leedstown and Praze recreation areas as Contractors to the Parish Council</p> <p>No further comment</p>	
08/20/AC06	<p>For information re RoSPA inspections (Minute 06-20/AC03 of 18th June refers) The Clerk contacted the insurers as instructed and although they are not able to give advice, they commented that most Council's will have an annual RoSPA inspection as well as the routine monthly ones. It was suggested that should the inspection routine change, the PC should ensure that it is documented with reasons given.</p> <p>There was discussion about the cost effectiveness of monthly play inspections in addition to the annual RoSPA inspection. It was noted that specific training is required to conduct effective risk assessments. Comment was made that a lot of money is spent on the inspections which might be put to better use in making the necessary repairs. Given the deterioration of the Nancegollan and Leedstown equipment it was proposed to continue with the current schedule of inspections until the play equipment could be replaced.</p> <p>Proposed by Cllr Jenkin Seconded by Cllr Lay Motion carried unanimously</p>	
08/20/AC07	<p>CROWAN PARISH PLAYGROUNDS</p> <p>1. To receive an update from the Playground Equipment working party regarding potential Action Plan for re-opening and Signboards (See also item 4 below)</p> <p>Cllrs Jenkin and D. Smith reported.</p> <p>A risk assessment had been completed for the Praze play equipment. It was decided that this area could now be re-opened once the relevant temporary signs were</p>	

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	<p>placed and cleaning/disinfecting had been done. Two members of the public who were present kindly volunteered to help with this. It was hoped to re-open the area by Friday morning.</p> <p>Risk assessments were yet to be completed for Nancegollan and Leedstown. It was arranged that Cllrs D. Smith, Jenkin and Lay would make arrangements to complete these over the next few days. It was noted that the Covid-19 guidance regarding enclosed areas such as tunnels would be more applicable to these areas which would need to be taken into account.</p> <p>ACTION: Cllrs D. Smith, Jenkin and Lay to risk assess Leedstown and Nancegollan play equipment</p> <p>2. Leedstown Play Equipment Repairs – Update the Clerk has instructed Greens and Bennetts Tiny Tasks to carry out the repairs approved at the last Parish Council Meeting. Greens expected to make the initial repairs w/c 3rd August. Bennetts had not yet confirmed when the repairs of the rope bridge to be carried out. Messages were left for them to contact the Clerk.</p> <p>The Clerk confirmed that all repairs had now been completed.</p> <p>It was noted that the benches at Leedstown had been vandalised and would need to be repaired or replaced.</p> <p>ACTION: Clerk to seek quotations for both repair and replacement.</p> <p>3. For information: The Clerk has attempted to find a rent-a-fence company to fence off the unsafe Multiplay in Leedstown without any response to date. Greens had agreed to see if they could find one locally.</p> <p>It was noted that now the repairs had been completed it may not be necessary to source a fence, but this would depend on the outcome of the risk assessments.</p> <p>4. For information: Health and Safety Signs Following a report from Cllr Henwood that the previous signs had been vandalised, The Clerk has asked Phoenix Signs to send quotations for Embossed or Engraved signs which are hardier. Phoenix also informed The Clerk that they supply Sign Boards for local schools etc</p>	<p>Cllrs D Smith/Jenkin/Lay</p> <p>Clerk</p>
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	<p>which he would forward details of for future consideration.</p> <p>ACTION: Clerk to order 6 new engraved Covid-19 Awareness H&S signs from Phoenix Signs for the Playground Areas as soon as possible.</p>	Clerk
08/20/AC08	<p>For Information: Odd Jobs – Update The Clerk spoke to Mr Turner on 3rd August and he was hoping to complete the Basketball Net at Nancegollan, paint the Basketball pole at Leedstown and the Phone Box at Townshend within the following 10 days. Mr Turner also confirmed that he had tried to contact Cllr Henwood about the fly-tipping problem at Nancegollan. The area concerned was compacted and overgrown and might need to be dug out if it is to be removed.</p> <p>The Clerk confirmed that she had tried to contact Mr Turner on 11th August and was informed that the basketball nets were ready to be replaced and he would be completing them as soon as possible.</p> <p>The Playground working party agreed to look at the fly-tipping area at Nancegollan when making the risk assessments.</p> <p>ACTION: Cllrs D. Smith and Lay to assess the fly-tipping problem at Nancegollan</p>	Cllrs D. Smith and Lay
08/20/AC09	<p>FACILITIES INSPECTIONS To resolve which Councillors to be responsible for local inspections of PC facilities in their local areas</p> <p>Discussion took place about what assets would need to be regularly inspected. Cllr Parnell volunteered to look at those in the Praze area and Cllr McLeod had already agreed to do so in Crowan. Discussion about who should be responsible for Nancegollan ensued and it was suggested that Cllr Roberts might like to undertake this area. It was also resolved that the asset register would need to be reviewed as areas like The Green and assets such as the bus stops did not appear to be listed.</p> <p>ACTION: Clerk to forward copies of the asset register to Councillors for review and update at next A&H Meeting</p>	Clerk
08/20/AC10	NANCEGOLLAN VILLAGE HALL	

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	<p>To consider a request from the Nancegollan Village Hall Committee to use the playing field and car park to hold outdoor events (due to Covid-19 restrictions and social distancing measures) on 23rd August 2020. Who is responsible for the green outside the village hall? Do they need to book? Is there a charge for use? Who will unlock and lock up? (Clerk does not have a key for the padlock on the gates).</p> <p>The clerk confirmed that a risk assessment for this event had been forwarded. Cllr Parnell advised that Cllr Henwood may have the key for the padlock on the gate.</p> <p>It was proposed to support this event and allow the hardstanding in the car park and The Green to be used. As this will be a community event, no charge would be made.</p> <p>Proposed by Cllr D. Smith Seconded by Cllr Parnell Motion carried unanimously</p> <p>ACTION: Clerk to confirm to the VH Cttee that the event can go ahead.</p> <p>ACTION: Clerk to ask Cllr Henwood if he has the key.</p>	Clerk
08/20/AC11	<p>PRAZE FC To consider a request from Praze FC to construct dugouts at Nancegollan playing field and the use of a power roller drum to enhance the pitch</p> <p>Following a lengthy discussion it was resolved to support and encourage these ideas in principle, however, before agreeing, the Parish Council would wish to see a detailed specification which includes how it will be funded, all risk assessments, Public Liability insurance, maintenance plans etc. The Parish Council would also recommend that Praze FC seek the professional advice of their Football Association, Sports Bodies and Cornwall Council to avoid unforeseen planning or other issues.</p>	
08/20/AC12	<p>DEFIBRILLATORS 1. To resolve what needs to be done to install the defibrillators (Clerk contacted HRH who replied as attached).</p>	

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	<p>The Clerk read out the reply from HRH which indicated how the units could be installed. It was suggested that once the current location of the defibrillators had been established, the Clerk could contact Mr Tessier of Nancegollan Village Hall who had arranged previous Defibrillator Training to see if he would be willing to install and maintain the units if his expenses could be covered.</p> <p>ACTION: Clerk to confirm with Cllr Tunnicliffe where the Units are currently</p> <p>ACTION: Clerk to contact Mr. Tessier re the above</p> <p>2. To resolve what checks need to be put in place for maintenance (See Above)</p> <p>3. To resolve who will be responsible for making the checks (See above)</p> <p>4. For information: The Clerk received an update from Phoenix Signs on 3rd August confirming installation of the defibrillator signs are to go ahead that week.</p>	Clerk
08/20/AC13	TREASURE PARK – No updates received	
08/20/AC14	<p>PRAZE WC</p> <p>1. For information: In spite of the invitation to tender being advertised locally and in the West Briton and online The Clerk has received no interest regarding the cleaning contract to date.</p> <p>Given the lack of interest in the Tender so far, it was noted that a new contract with Cormac might need to be negotiated. The Clerk had extended the closing date until 31st August 2020.</p> <p>It was agreed to defer this matter until the next Full Parish Council Meeting on 10th September.</p> <p>2. For information: The Clerk spoke to Vikki Wilkins of Cornwall Council regarding location of the meter installation and return of the key on 3rd August. Ms Wilkins advised that Western Power would lay the cabling up to the point of entry to the building, but Cormac (as CC contractors) would be making the meter installation and internal electrical work. Ms Wilkins said she would let Cormac know that the PC would like to confirm the location for the meter and the key.</p>	

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LOCALITY (HERITAGE, ENVIRONMENT, CLIMATE CHANGE & PROW)		
08/20/AC15	<p>To discuss information received from Cormac regarding Ash Dieback problem in the local area</p> <p>Cllr Jenkin reported that the problem of Ash Dieback in the area was extremely serious and it was anticipated that eventually it would lead to 100 pc loss of Ash. Cormac were contacting landowners in the area to make them aware of their responsibilities regarding dead trees falling onto highways. The Parish Council should arrange for checks on all Ash trees on land managed by them and an action plan should be formulated. DEFRA guidance is to replace Ash trees with other species of tree due to the severity of this disease.</p> <p>It was suggested that it may be possible to encourage a local Tree Planting Project and Training workshops involving the Community and local schools to raise awareness and potentially replace extensive areas of local woodland with new trees.</p> <p>This item to be placed as a standing item on future agendas</p>	
08/20/AC16	<p>To receive an update regarding the previously arranged meeting with Cormac and negotiations for a revised LMP grant and additional unblocking work</p> <p>ACTION: Cllrs Jenkin and Lay confirmed that they had been in negotiations with Cornwall Council/Cormac and hoped to bring forward a substantive proposal by the next meeting following a planned remote meeting the following week.</p>	Cllrs Jenkin & Lay
HIGHWAYS (COMPLAINTS, SIGNAGE, SPEEDING)		
08/20/AC17	<p>To consider a communication received from a resident regarding the potential for a traffic-calming scheme like that adopted in Townshend for Leedstown.</p> <p>There was a lengthy discussion about how the Townshend residents had taken local action and collated information to build up a substantial evidence base to present to the Community Network Highways Scheme who made the award of costs. It was noted that this was a huge achievement since the fund is limited to £50k across 18 parishes. It was also noted that previous traffic calming measures, such as chicanes had been tried in Leedstown before and led to further problems.</p>	

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	<p>Tractors and Trailers speeding through the village to the bio energy plant have limiters and tracers and some have company telephone number signs so those infringing the speed limit can be reported. Townshend residents had previously placed 30mph signs in their gardens which had had some effect on the problem – this could be easily adopted by Leedstown residents, however placement of these signs on telegraph poles would be illegal. Cllr R. Smith commented that he had previously found little willingness from local residents to volunteer for the Speedwatch Scheme.</p> <p>Cllr Jenkin agreed to word a reply to the complainant</p>	
08/20/AC18	<p>To consider a complaint made by a resident regarding parked cars obstructing the bus route.</p> <p>This matter was discussed at length and comment was made that the yellow lining and parking project had been well publicised, and Notices placed around the village with public consultation sought. The parking spot outside the Chippy had been part of these proposals and was agreed at the time. Parking is limited to 20mins.</p> <p>The problem with the buses seemed to have arisen with the change of provider who have been scheduling double decker buses which aren't suitable to the narrow lanes and find it difficult to turn at the crossroads as they are wider than the smaller buses previously used.</p> <p>In view of the above it was decided that the Clerk should reply with the above information to the resident, write to the bus company to see if smaller vehicles could be deployed and contact the Transport Dept at Cornwall Council to inform them of the problem.</p> <p>ACTION: Clerk to write to all re the above</p>	Clerk
08/20/AC19	<p>For information: FINGERPOSTS at Nancegollan and Howe Down the Clerk telephoned and left a further message for Mr Hoskin on 3rd August requesting an update.</p> <p>Clerk reported that she had telephoned again on 12th August to be told that Mr Hoskin was on leave and another officer would call back. Nothing heard by time of meeting.</p>	
08/20/AC20	Community Speedwatch – No updates received	

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DIARY DATES	
08/20/AC21	<ol style="list-style-type: none">1. Next Planning Committee Meeting – Thursday 10th September 2020 to be held remotely by Zoom at 7pm 2. Next Full Parish Council Meeting – Thursday 10th September 2020 to be held remotely by Zoom at the rising of the Planning Committee Meeting 3. Next Amenities and Highways Meeting – Thursday 15th October 2020 at 7pm – Venue TBC
08/20/AC22	Meeting Closed @ 21:33

Signed..... 

Date 10th September 2020