

**CROWAN PARISH COUNCIL
MINUTES OF THE AMENITIES AND HIGHWAYS MEETING
HELD REMOTELY VIA ZOOM
ON THURSDAY 15TH OCTOBER 2020 @ 7.00PM**

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 and on the Praze, Leedstown & Nancegollan Notice Boards and Townshend Village Hall Notice Board (unless social distancing measures are in place).

PRESENT: Cllr Parnell (Chairman), Cllr Tunnicliffe (Vice Chairman), Cllr Allen, Cllr Jenkin, Cllr McLeod, Cllr R. Smith, Mrs G Lidgett (In attendance)

APOLOGIES: Cllr D. Smith, Cllr Lay, Cllr Henwood

ABSENT: Cllr Roberts

CHAIRMANS WELCOME:

Cllr Tunnicliffe welcomed all to the meeting

AGENDA REFERENCE	DESCRIPTION	ACTION
10/20/AC1	<p>MEMBERS DECLARATIONS</p> <p>a. Pecuniary/Registerable Declarations of Interests – None</p> <p>b. Non-Registerable Interests – None</p> <p>c. Declaration of Gifts - None</p>	
10/20/AC2	<p>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).</p> <p>There was no member of the public present</p>	
COMMUNITY ENGAGEMENT (VILLAGE HALLS, PLAYING FIELDS, LOCAL SCHOOLS, ASSETS & AMENITIES)		
10/20/AC3	<p>Defibrillators</p> <p>To receive an update from Cllr Tunnicliffe regarding progress of installation, signage, “What 3 words” etc</p> <p>Cllrs Parnell and Tunnicliffe confirmed that the internal signs and defibrillators are now in place at Leedstown, Nancegollan and Praze and can be utilised. A notice had been placed in Leedstown at the old location, referencing the new location. It was agreed that information about the defibrillators should be communicated to the Community via the notice boards, PC Website, and the new Facebook information page. Questions were raised about whether the information to be displayed on Facebook should always have full Council approval. It was agreed that official notices should be approved but that general information was not subject to prior approval. The Clerk had forwarded a draft Social Media Policy for adaptation by the PC to the Chairman, which would be brought to the next Full Parish Council Meeting for approval. Cllr Tunnicliffe confirmed that the ambulance service was being informed that the defibrillators had been installed. It was felt that the “What 3 Words” app was not appropriate for locating the defibrillators as the necessary information was already supplied in the kiosks. A monthly schedule for checking and maintaining the defibrillators would need to be put in place.</p>	

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	<p>Members considered a request from a family member of a former Councillor to privately fundraise for a defibrillator in Crowan Village. This idea was warmly welcomed by Members who agreed that if funds were raised and donated to the Parish Council in memory of former Cllr Butcher, the defibrillator could be sited outside the Parish Rooms and the Parish would be happy to contribute towards the installation, maintenance and upkeep in the longer term to provide a welcome amenity to the local community.</p> <p>It was proposed by Cllr Tunncliffe that the Parish Council should agree to support this and that once the donation is received the PC will agree to help with installation and maintenance of the defibrillator.</p> <p>Proposed Cllr Tunncliffe. Seconded Cllr Parnell. Motion Carried unanimously</p> <p>ACTION: Cllr McLeod agreed to communicate with the family to take this matter forward</p> <p>The Clerk had received a communication regarding reimbursement of £116 for a battery purchased by the Leedstown Village Hall Committee for the Leedstown defibrillator and indicated that this had been previously agreed several months earlier. Members confirmed that this was the case and Cllr Jenkin proposed to approve.</p> <p>Proposed Cllr Jenkin. Seconded Cllr Parnell. Motion carried unanimously.</p> <p>ACTION: Clerk to arrange re-imbusement of £116</p>	<p>Cllr McLeod</p> <p>Clerk</p>
10/20/AC4	<p>PLAYGROUND INSPECTIONS To review the Greens monthly play inspections at Leedstown, Praze and Nancegollan</p> <p>The Playground inspections were reviewed, and it was noted that the new Covid-19 sign at Leedstown had been cracked and may need to be better secured.</p> <p>ACTION: Clerk to arrange for either Phoenix Signs or Mr Turner to fix the sign more securely</p> <p>Cllr Parnell confirmed that an update about large new sign boards had been received from Cllr Henwood along with an indication of costs for large sign boards with additional secure A4 snap frames to display non-permanent information. There was discussion around what would need to be included on the sign boards and whether a branded design was necessary. The proposal is for 5 signs in total. It was agreed that it was important to get the design sorted out and a</p>	<p>Clerk</p>

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	<p>firm proposal brought to Full Council for approval but to support the purchase in principle.</p> <p>ACTION: Clerk to contact Cllrs Henwood and Lay with a view to bringing back a proposal for what information should be included, how it should be displayed and the full cost including the design.</p> <p>The Clerk confirmed that SW Play had been instructed to complete the repairs at Nancegollan</p> <p>The minor damage to the bench at Leedstown was felt not to be urgent and was not posing any danger so will be monitored</p>	Clerk
10/20/AC5	<p>NANCEGOLLAN PLAYING FIELD To receive an update from the Playground working party regarding the fly-tipping problem at Nancegollan</p> <p>Cllr Parnell queried whether the No Tipping sign was in place. The Clerk thought that it had but Cllr Parnell said it did not seem to be there. The Clerk would look at the records and report back.</p> <p>Cllr Parnell suggested that when the hedge is next trimmed, the issue be re-assessed as it is mostly grass cuttings being dumped and they mulch down which makes it a difficult issue to resolve.</p> <p>ACTION: Cllr Henwood to assess when hedges next trimmed – Clerk to contact Cllr Henwood and check regarding the sign</p>	Cllr Henwood/ Clerk
10/20/AC6	<p>NANCEGOLLAN SHOWER BLOCK 1. To resolve what can be done to repair the broken electricity meter cabinet and whether a smart meter should be installed</p> <p>Cllr Parnell confirmed that he had secured the cabinet. It was noted that smart meters are dependent on good mobile signal. Cllr Parnell agreed to visit Nancegollan to check the mobile signal and then confirm with the Clerk about installation of a smart meter.</p> <p>Proposed Cllr Parnell. Seconded Cllr Tunnicliffe. Motion carried unanimously.</p> <p>ACTION: Cllr Parnell to check the mobile signal and confirm with Clerk whether to contact electricity supplier to instal a smart meter</p> <p>2. To consider whether a regular cleaning contract is required</p> <p>Following discussion, it was noted that a regular clean would not be covered by the income received from hire of the facilities and that the Football Clubs should take responsibility for the general cleaning when using the facilities. It was agreed that a deep clean would be</p>	Cllr Parnell/ Clerk

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	<p>appropriate and that legionella testing should be carried out on the hot water facilities and this could be achieved within a budget of £150 and delegated to Cllr Parnell and the Clerk. Cllr Parnell suggested that the showers could be taped off and the shower heads removed to avoid illicit use of the showers while Covid-19 restrictions are in place. This would then allow the toilets to be re-opened for use by the football clubs.</p> <p>ACTION: Cllr Parnell and the Clerk to arrange a deep clean and legionella testing, tape off the showers and remove the shower heads and ensure the hand-washing signs are in place. Once this has been done, Clerk to write to the football clubs to advise that they can use the toilets only, (not the showers) provided they make their own risk assessment and put the necessary hygiene and Covid-19 regulations in place.</p>	Cllr Parnell/ Clerk
10/20/AC7	<p>LEEDSTOWN PLAYING FIELD To receive an update from Cllr Henwood regarding the dip reported on the pitch area at Leedstown playing field</p> <p>Cllr Henwood was not present; however, Cllr Jenkin had visited the site and could confirm that there was a considerable dip in the pitch area which could potentially be mining subsidence. It was noted that there had previously been a report commissioned from SW Mining Co. The solution might require a lot of groundwork.</p> <p>ACTION: Clerk to try to locate the previous survey report to see if it holds any information and report back</p>	Clerk
10/20/AC8	<p>ODD JOBS For information: Mr Turner has now completed the following odd jobs: Repaired the step at Nancegollan Shower block Repaired the path at Nancegollan (Tree Root) Painted the Townshend Defibrillator kiosk Replaced the basketball net at Nancegollan Cleaned and painted the basketball pole and fixings and replaced net</p>	
10/20/AC9	<p>ASSET REGISTER To review and update the asset register</p> <p>It was agreed that the asset register appeared confusing and would need to be assessed and re-evaluated for insurance purposes. Cllrs Parnell and McLeod agreed to look at the inventory and assets and apply individual replacement values to all property for insurance purposes.</p> <p>ACTION: Cllrs Parnell and Cllr McLeod to review PC property, re-evaluate assets and report back to full PC</p>	Cllrs Parnell/McL eod
10/20/AC10	PRAZE WC	

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	<p>1. To receive an update regarding any progress in securing a cleaning contractor</p> <p>Cllr Parnell updated that he had now located a local lady who was willing to undertake the contract within budget provided the PC took responsibility for Legionella assessment which only needs to be done annually. Cllr Parnell had already purchased a Legionella testing kit and taken samples in Praze which had been sent off for analysis. The results would be available within two weeks. Legionella testing would be under £200 in total for Praze, Nancegollan and Crowan Parish Rooms. Cllr Parnell and the Clerk would negotiate the contract on the return from holiday of the potential contractor and report back regarding both the contract and legionella at the next Full PC Meeting.</p> <p>2. To receive an update regarding installation of the electricity meter</p> <p>The Clerk confirmed that Cormac had begun the internal electrical work required to instal the new meter. Western Power now had to lay the cabling after which Cormac would return to complete the connection.</p> <p>3. To consider if PAT testing is required prior to re-opening</p> <p>It was noted that PAT testing should be undertaken annually.</p> <p>ACTION: Clerk to check the date of last PAT testing and arrange for HRH Electrical to commence work as appropriate.</p>	Clerk
10/20/AC11	<p>TREASURE PARK</p> <p>To resolve whether to proceed with the transfer following communication from Cornwall Council confirming that they have received documentary evidence that the perimeter fence is a private boundary and responsibility, liability and the right to alter the fabric of the fence is the landowners.</p> <p>Cllr Parnell reported. It was felt that as the neighbours have responsibility for the fence on their boundary, this was a good solution to the problem as the PC would have no responsibility for the neighbouring plots. There would be responsibility for grass cutting and maintenance of fencing on the other boundaries. It was noted that the overgrowth in the car park and the large stone blocks in that area would need to be removed and that this should form part of the negotiation with Cornwall Council. Cllr Parnell felt that he and Cllr Henwood should re-visit the site before going forward. Cllr Jenkin proposed that Cllrs Parnell and Henwood with their knowledge of the site, should take this forward to the next stage of negotiation with Cornwall Council.</p>	

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	<p>Proposed by Cllr Jenkin. Seconded by Cllr McLeod. Motion carried unanimously.</p> <p>ACTION: Cllrs Parnell and Henwood to negotiate with Cornwall Council and report back to PC in due course.</p>	Cllrs Parnell/ Henwood
LOCALITY (HERITAGE, ENVIRONMENT, CLIMATE CHANGE & PROW)		
10/20/AC12	<p>CLIMATE CHANGE To receive an update from the Climate Change working party</p> <p>Cllr Jenkin and Cllr Parnell gave a brief update regarding the Hayle Community presentation and how PCs can audit activities regarding their carbon footprint. There is a consultation being conducted about this. It was noted that this is more relevant to urban areas.</p> <p>Cllr Parnell had received a communication from the Sustainable Trust regarding natural farming which he had passed to Cllr Roberts.</p> <p>Cllr Jenkin noted that the Wildlife Trust has an initiative and may be working with local schools to promote tree-planting activities and if so, the PC could potentially try to find space for these to be planted out. Cllr Jenkin mentioned that with the ash dieback problem, the PC would need to look at it's own trees and it may be possible to replace them with new ones or identify areas of land managed by the PC where planting would be suitable.</p>	Cllrs Jenkin/R. Smith and Roberts
10/20/AC13	<p>PROW To receive an update from the PROW working party</p> <p>Cllr Lay had left a message with the Clerk to say that whilst there was nothing new to add since the Full PC meeting the previous week except that she was encouraging people to check the local footpaths as part of the process and is working with CC and partners such as the Ramblers to make the LMP a success</p>	Cllrs, Jenkin/ Lay
10/20/AC14	<p>ASH DIEBACK To discuss potential CIL funding for replacing lost ash trees to ash dieback</p> <p>Cllr Jenkin noted that it would probably be too late to produce a viable proposition for the current round as the closing date is the 19th October. Cllr Jenkin explained how ash dieback is affecting trees in the area and on PC managed land. She recommended that a tree surgeon be consulted to assess which ones may need to be removed or cut back for all the PC land, potentially in conjunction with the cricket club in Praze. It was agreed that the Clerk contacts a tree surgeon to see when this could be achieved and ask for an indication of cost.</p> <p>ACTION: Clerk to contact tree surgeon and report back</p>	Clerk
10/20/AC15	DYING TREES AT NANCEGOLLAN	

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	<p>To consider a complaint from a resident regarding dying trees at Nancegollan Playing Field which are close to telephone cables and whether they can be taken down</p> <p>It was noted that this issue could be resolved in conjunction with the above solution (AC14) regarding the ash dieback.</p> <p>ACTION: Clerk to write back to resident and advise as above</p>	Clerk
HIGHWAYS (COMPLAINTS, SIGNAGE, SPEEDING)		
10/20/AC16	<p>SPEEDING MEASURES - LEEDSTOWN</p> <p>1. To receive an update from Cllr R. Smith</p> <p>Cllr Smith updated that residents had the provision of "Slow Down" signs in Leedstown as part of a solution to the speeding problem</p> <p>2. To approve the cost of 30mph signs for residents to display</p> <p>Discussion centred around the legality of putting up signs in the village which the PC could not been seen to encourage. Cllr Smith felt that the Village Hall Committee may be able to come up with some other solutions. Cllr Smith agreed to contact Leedstown Village Hall Committee to see what can be achieved.</p>	Cllr R. Smith
10/20/AC17	<p>FINGERPOSTS AT NANCEGOLLAN AND HOWE DOWN</p> <p>To receive an update from the Clerk</p> <p>The Clerk had received a communication from Cormac advising that the specialist fabricators who refurbish the signs have not yet responded. The Clerk would monitor and report at next meeting</p>	Clerk
DIARY DATES		
	<p>1. Next Full Parish Council meeting to be held remotely via Zoom on Thursday 12th November 2020 at 7pm (including Planning)</p> <p>2. Next Amenities and Highways Committee Meeting – to be held remotely via Zoom on Thursday 3rd December 2020 at 7pm</p>	
10/20/AC18	<p>To resolve that in view of the confidential nature of the business about to be transacted it is advisable that the press and public be excluded and are instructed to withdraw during the discussion of the following matters</p> <p>RESOLVED</p>	
10/20/AC19	Meeting Closed @ 21:06	

Signed



Date 12th November 2020

CPC/A&H/2020-10-15/Minutes/Final