

**CROWAN PARISH COUNCIL
MINUTES OF FULL PARISH COUNCIL MEETING
HELD REMOTELY BY ZOOM
ON THURSDAY 12TH NOVEMBER 7 PM**

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 Henwood; Cllr Jenkin; Cllr McLeod; Cllr D. Smith; Cllr R. Smith; Cllr Lay; Mrs G Lidgett (In attendance)		
APOLOGIES: Cllr Tunnicliffe; Cllr Roberts		
CHAIRMANS WELCOME: Cllr Parnell welcomed all to the meeting and explained proceedings to Members of the Public Mr and Mrs Martin		
(Members of the Public are invited to speak in Public Forum 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).		
AGENDA REFERENCE	DESCRIPTION	ACTION
20-11/01	PUBLIC FORUM Mr Larry Martin made a short representation about PA20/08660 (item 20-11/07 4. On the agenda) stating that having taken advice from the planning officer, following a previously declined application, they had now submitted a new application for a reduced size porch/conservatory which they hoped would be found more favourable.	
20-11/02	MEMBERS DECLARATIONS a. Pecuniary/Registerable Declarations of Interests – None b. Non-Registerable Interests – Cllr Jenkin registered an interest as the Parish Council’s representative on the Nancegollan Village Hall Committee about item 20-11/27 on the agenda c. Declaration of Gifts – None Cllr Henwood joined the meeting at 19:05 (No interests to declare)	
APPROVAL OF MINUTES		
20-11/03	To approve, adopt and sign the Minutes of: - 1. Planning Committee Meeting of 8 th October 2020 Cllr Jenkin proposed to approve. Cllr McLeod seconded. Motion carried unanimously 2. Full Parish Council Meeting of 8 th October 2020 Cllr D. Smith proposed to approve. Cllr Jenkin seconded. Motion carried unanimously 3. Amenities and Highways Committee Meeting of 15th October 2020 Cllr Jenkin proposed to approve. Cllr McLeod seconded. Motion carried unanimously	
CORNWALL COUNCILLOR’S REPORT		
20-11/04	To receive the monthly Cornwall Councillor’s report The clerk had forwarded Cllr Jenkin’s written report to Members ahead of the meeting. Cllr Jenkin explained it was mainly about how vulnerable people could be assisted during the Covid-19	Cllr Jenkin

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	Lockdown giving information that can be passed on to members of the public. (A copy of the report to be filed with the Minutes)	
PLANNING MATTERS		
20-11/05	<p>PLANNING APPLICATIONS REFERRED TO WEST SUB-AREA COMMITTEE</p> <p>1. PA19/10122 – Land adj to 1 St James Place, Praze Road, Leedstown – Erection of two dwelling houses</p> <p>AWAITING DECISION – Update received 14/10/2020 - It was resolved to approve application ref. PA19/10122 (subject to completion of a Section 106 Planning Obligation to secure Affordable Housing on-site) under the emergency planning committee procedure on 29th June 2020. Work is currently being undertaken to complete the legal agreement and a decision will not be issued until this is completed, signed, and sealed by the relevant parties.</p> <p>Queries were raised about how the CC Planning Dept had come to their decision under emergency measures which Cllr Jenkin explained. Cllr Henwood asked if Minutes of West Sub Area Emergency Meetings were available.</p> <p>ACTION: Clerk to try to find a copy of the Minutes on the CC website.</p> <p>2. PA20/01986 – Belmont, Binnerton Road, Leedstown – Demolition of existing grade c mundic, semi-detached house, make good existing party wall, add structural strength and cladding to finish. Construct new 4-bedroom detached house. AWAITING DECISION Noted</p> <p>3. PA20/05154 Carne Vean Farm, Black Rock – Construction of a timber framed garage NOW DECIDED – APPROVED (SEE ITEM 20-11/06 5. BELOW)</p> <p>4. PA20/00397 – Dixcarte, Crowan, Praze TR14 9NB – Certificate of lawful use for the existing storage and distribution of daffodil bulbs, including research and development and general storage of other buildings on the site by others. NOW GRANTED</p> <p>Cllr Lay joined the meeting at 19:16</p>	Clerk
20-11/06	<p>CORNWALL COUNCIL PLANNING DECISIONS</p> <p>1. PA20/06540 - Cardinham Farm, Sunrise Barn, Hallegan - Conversion of barns to form two dwellings and installation of septic tank without compliance with condition 2 in respect of PA02/00528/F dated 26.01.04</p>	

**CROWAN PARISH COUNCIL
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	<p>APPROVED (Statutory/one condition only)</p> <p>2. PA20/00380 - Land South of Clowance House Clowance Estate Praze An Beeble Camborne Cornwall TR14 OPT - Retrospective planning for the construction of a tree house holiday accommodation unit which has been built in replacement of a previously existing tree house at Clowance Estate REFUSED</p> <p>3. PA20/04385 -Trevoole Farm, Trevoole TR14 ORN -Retention of barn for use as an ancillary building, garage, and storage in association with horticultural use APPROVED WITH CONDITIONS</p> <p>4. PA20/05502 - Land adj Woodpecker Lodge, Clowance, Praze-An-Beeble, TR14 OPT - Erection of a single dwelling PA20/05503 - Land adj Woodpecker Lodge, Clowance, Praze-An-Beeble, TR14 OPT - Listed Building Consent for Erection of a single dwelling BOTH WITHDRAWN</p> <p>5. PA20/05154 - Carne Vean Farm, The Barn The Carn Black Rock TR14 9NG - Construction of a timber framed garage APPROVED WITH CONDITIONS</p> <p>6. PA20/06118 - 60 Trethannas Gardens Praze An Beeble Camborne Cornwall England TR14 0LJ - Proposed First Floor Extension above Existing Garage APPROVED WITH CONDITIONS</p> <p>7. PA20/07232 Kencliffe Fraddam Road Leedstown TR27 6EW - Retention and completion of extension to existing dwelling, and alterations to garage to provide (home) office and gym APPROVED WITH CONDITIONS</p>	
20-11/07	<p>NEW PLANNING APPLICATIONS</p> <p>1. PA20/08143 - Land adjacent to 1 St James Place, Praze Road, Leedstown - Outline application with some matters reserved for construction of two affordable dwellings and two open market dwellings and associated works.</p> <p>Cllr R. Smith reported. It was noted that this is a very untidy brownfield site on the edge of the village outside of the NDP boundary, previously identified for industrial use under the NDP. The proposal was for 4 homes, two of which to be affordable. It was also noted that there is an identified need for affordable housing in Crowan Parish.</p>	

**CROWAN PARISH COUNCIL
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ON THURSDAY 12TH NOVEMBER 7 PM**

	<p>It was proposed to object to the application as it stands because the site is outside the village boundary (see NDP) and would be development in the open countryside, however, they would be prepared to support development of this untidy brownfield site if the applicant could provide 100% affordable housing, retain the green space and trees on site and erect new fences to the right of the second property and at the East end of the site at the boundary with Treasure Park.</p> <p>Proposed by Cllr Henwood. Seconded by Cllr R. Smith Motion carried unanimously</p> <p>2. PA20/08466 Land and buildings at Gew Farm, Praze An Beeble TR14 0PW - Erection of new dwelling, change of use of land to residential and associated works and demolition of existing barn.</p> <p>Following a lengthy discussion about the footprint and suitability of the barn for conversion it was felt that the application should have been made under Q class regulations but as it stands it constitutes open development in the countryside.</p> <p>It was proposed to Object by Cllr Henwood. Seconded by Cllr Jenkin. Motion carried with 1 abstention.</p> <p>3. PA20/08596 Sillaton House, Chapel Road, Leedstown TR27 6BA - Proposed rear extension and alterations, replacing conservatory Cllr Lay reported. It was noted that the current sunroom was to be extended slightly further out and up at the rear which was not impeding others. Slate was to be used to replace asbestos. Whilst forming a larger footprint it was in proportion.</p> <p>No Objection proposed by Cllr Henwood. Seconded by Cllr Jenkin. Motion carried unanimously.</p> <p>4. PA20/08660 - 3 Trennerth Cottages, Hayle Road, Leedstown TR27 6DG - To construct a new porch to the front of the existing property</p> <p>Cllr R. Smith and Cllr Henwood reported and felt that there was no issue with this proposal.</p> <p>Cllr Henwood proposed No Objection. Cllr R. Smith seconded. Motion carried unanimously</p> <p>5. PA20/08732 – Mordarth Pell, Black Rock, Camborne – Change of use of land to form an enlargement of domestic curtilage</p> <p>Cllr McLeod reported and felt that the proposed area was not excessive and could see no problems taking it into domestic</p>	
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ON THURSDAY 12TH NOVEMBER 7 PM**

	<p>curtilage. Following a lengthy discussion around whether it was in keeping and whether it encroached on the access land it was proposed not to object.</p> <p>Proposed No Objection by Cllr Henwood. Seconded by Cllr McLeod. Motion carried unanimously.</p> <p>6. PA20/08856 - Carn Meor Farm, The Carn, Black Rock, TR14 9NG - Proposed conversion of agricultural building to form 2 dwellings</p> <p>Cllr D. Smith and Cllr Parnell reported. They could find no reason to object to the proposed conversion, which was felt to be an intelligent re-working of the site.</p> <p>No Objection proposed by Cllr D. Smith. Seconded by Cllr Parnell Motion carried unanimously.</p> <p>7. PA20/08878 – Pengelly Farm, An Vownder Goth, Nancegollan, TR13 0BD – Proposed conversion and renovation of redundant farm buildings to form holiday letting units with amenity areas and parking plus extension to the main cow shed (Hydrangae House)</p> <p>Members confirmed having received a prior communication from the applicant making written representation about his proposal. Cllr Henwood reported. It was felt that the application fell within the Neighbourhood Development Plan and Members could see no issues.</p> <p>Cllr Henwood proposed No Objection. Cllr Jenkin seconded. Motion carried unanimously.</p> <p>8. PA20/08581 - The Flower Barn, Little Drym, Drym Lane, Praze An Beeble - Application for proposed new packing facility and associated works.</p> <p>The Clerk read out a comment which Cllr Roberts had submitted in his absence. Cllr Henwood reported having attended the property with Cllr Roberts. It was noted that cars accessing the site would not be visible to oncoming traffic.</p> <p>It was proposed to accept the proposal with a recommendation that the access is moved to the lower boundary to give visibility to oncoming traffic.</p> <p>Proposed by Cllr Henwood. Seconded by Cllr Jenkin. Motion carried unanimously</p>	
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	<p>9. PA20/05372 – Garfields Rescue, Dowha Fields, Troon, Camborne - Retrospective application for a caravan to live in, summer house to housework equipment and 2 sheds</p> <p>Cllrs Parnell and D. Smith reported. It was noted that it was development in the open countryside. The site is visible from the road. A previous application had been refused. There was no evidence of any business or animal rescue at the site. It is clearly a residential site.</p> <p>Proposed Objection by Cllr D. Smith. Seconded by Cllr Henwood. Motion carried unanimously</p> <p>10. PA20/08979 - 39 Trethannas Gardens Praze An Beeble - Full planning application for the proposed demolition of garage, erection of two storey extension for garage, dining room with two bedrooms and bathroom</p> <p>Cllrs Parnell and Lay reported. The proposal is to expand the existing footprint after demolishing the current garage to make the property 4 bedrooms rather than 2. It does not appear to impose on any surrounding properties. Other properties in the area had been expanded in a similar way. There appears to be ample parking space retained.</p> <p>No Objection proposed by Cllr Lay. Seconded by Cllr Parnell. Motion carried unanimously.</p>	
20-11/08	<p>CORNWALL COUNCIL WEST SUB AREA PLANNING COMMITTEE DATES</p> <p>1. Monday, 16th November 2020 10.00 am 2. Monday, 14th December 2020 10.00 am</p> <p>Noted</p>	
20-11/09	<p>GOVERNMENT CONSULTATION ON CHANGES TO THE PLANNING SYSTEM</p> <p>For information: The Chairman has sent a letter to all Cornish MP's in response to this consultation.</p> <p>Noted</p>	
OPEN ISSUES AND ACTIONS FROM PREVIOUS MEETINGS		
20-11/10	<p>PRAZE WC</p> <p>1. To receive an update regarding the Praze WC cleaning contract</p>	

**CROWAN PARISH COUNCIL
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	<p>2. For information: The Covid-19 toilet and social distancing signs are now in place and the Legionella testing has been completed and is clear.</p> <p>Cllr Parnell confirmed that he and the Clerk had now arranged for a contract to with a new supplier. Approval of the contract moved to closed session.</p> <p>It was resolved that in the absence of any Members of the Public the PC move to closed session at 20:47</p> <p>Main meeting was resumed at 20:50</p>	
20-11/11	<p>DISPLAY BOARDS FOR PLAYING FIELDS To receive an update on progress on the design and content for new display boards</p> <p>Cllrs Henwood and Lay asked for this to be deferred until the next Amenities and Highways Committee Meeting as they had not yet conferred on design.</p>	Deferred to 3 rd December 2020
20-11/12	<p>NANCEGOLLAN PLAY EQUIPMENT To receive an update on progress of approved repairs</p> <p>Cllr Parnell confirmed that the repairs had been completed at Nancegollan and the invoice received. The Clerk reported that the contractor had to cut the chain to gain access as there was no key on site. There was discussion about the whereabouts and access of the keys. The matter would be further discussed at the next A&H Meeting</p> <p>ACTION: Cllr Parnell agreed to inspect the works and confirm back to the clerk ahead of sending the payment.</p>	Cllr Parnell
20-11/13	<p>NANCEGOLLAN SHOWER BLOCK 1. To resolve if Nancegollan toilet and/or changing facilities can be re-opened safely (Standing item re Covid-19)</p> <p>2. For information: The Covid-19 toilet sign and QR code are now in place</p> <p>It was agreed that due to the new lockdown measures the toilet/changing facilities should remain closed.</p>	
20-11/14	<p>CROWAN PARISH ROOMS 1. To resolve whether it is safe to re-open Crowan Parish Rooms and for the Caretaker to resume cleaning duties (Standing item re Covid-19)</p> <p>2. For information: The Covid-19 toilet sign is now in place</p>	

**CROWAN PARISH COUNCIL
MINUTES OF FULL PARISH COUNCIL MEETING
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ON THURSDAY 12TH NOVEMBER 7 PM**

	It was agreed that due to the new lockdown measures the Parish Rooms should remain closed.	
20-11/15	<p>CASUAL VACANCIES For information: - There are now 3 vacancies for Parish Councillors in Crowan Parish which are being advertised for co-option on the website, notice boards and Facebook page. 1 in Praze Ward and 2 in Leedstown Ward. There have been no expressions of interest to date.</p> <p>Cllr Lay confirmed that there had been some interest shown by a resident whose details she had forwarded to the Chairman. Cllr Parnell asked Members to think of ways to encourage residents to apply.</p>	
20-11/16	<p>COMMUNITY AWARD No further update</p> <p>It was decided that the nomination documents should be advertised on the new Crowan Facebook page and that some thought be given to procuring the award.</p> <p>ACTION: Clerk to publish the documents on Facebook</p>	Clerk
20-11/17	<p>WHS SIGN FOR BINNER DOWNS MINE For information: Acknowledgement letter was received by the Clerk thanking the PC for the grant towards the sign.</p> <p>Cllr Jenkin had not yet received any update regarding the design.</p>	
20-11/18	<p>PROW LOCAL MAINTENANCE PARTNERSHIP To receive an update on progress regarding the hard cuts, scheduling, and information for tender</p> <p>Cllr Lay confirmed that a meeting had taken place and that the contractor had been provided with the maps and cutting specification. There was a delay due H & S regarding the additional staff required but work was due to begin as soon as the issue had been resolved. Cllr Henwood asked that Cormac be reminded to instruct the contractor to stick with the defined lines on the map as on a previous occasion this had not been the case. Cllr Lay confirmed that there is another meeting planned with Cormac on 25th November 2020.</p>	
20-11/19	<p>HELSTON BRANCH RAILWAY For information: The Clerk has written to Derek Thomas MP for details of who to send the approved grant to</p> <p>Cllr Jenkin advised that the person to contact regarding the donation is David Turnbull of CIC.</p> <p>ACTION: Clerk to contact Mr Turnbull to arrange for the grant to be paid</p>	
20-11/20	TREASURE PARK	

**CROWAN PARISH COUNCIL
MINUTES OF FULL PARISH COUNCIL MEETING
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ON THURSDAY 12TH NOVEMBER 7 PM**

	<p>To receive an update on progress</p> <p>For information: On instruction from the Chairman the Clerk has written to CC confirming satisfaction that the boundary issue has been resolved and raising the following outstanding issues:</p> <ol style="list-style-type: none"> 1. The Car Park at the front of the site is very overgrown and there are large concrete slabs blocking entry. This will require clearance. 2. The whole site has a lot of overhanging trees with extremely low branches which will need to be cut, particularly adjacent to the bye-way 3. The PC will also need to undertake substantial extra grass cutting which will need to be budgeted and arranged. <p>Noted</p> <p>It was also noted that the fence had been well repaired.</p>	
POLICIES AND PROCEDURES (All areas of Council Business)		
20-11/21	<p>To adopt and approve a new Social Media Policy</p> <p>It was proposed by Cllr Jenkin to agree to the proposed new Social Media Policy subject to an additional clause stating Members should abide by the Code of Conduct when posting comments. Seconded by Cllr Henwood Motion carried unanimously</p>	
COMMUNICATIONS (Website/Noticeboards/Local Press/Social Media/Cornwall Council)		
20-11/22	<p>SOCIAL MEDIA</p> <p>To receive an update from Cllr Lay regarding progress on the new Facebook page</p> <p>Cllr Lay confirmed that the new Facebook page was open and that she, Cllr Jenkin, and the Clerk were set up as administrators. The site is set up so that the Parish Council can post comments which can be shared, but only administrators can post directly.</p> <p>Cllr Henwood proposed to accept the current administrators and set up as it stands Cllr McLeod seconded Motion carried unanimously</p>	
ADMINISTRATION AND FINANCE (Including Meetings, Banking, Reporting, Invoicing, Audit, Budget, Contracts, HR and GDPR)		
20-11/23	<p>To review/amend the budget and spending to date for FY2020-21</p> <p>Members discussed the previous, current and projected budget and it was felt that as there had been a slight overspend in the past, and the precept had not been increased for some time, it would be prudent to budget with increase of 6% overall. This</p>	

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MINUTES OF FULL PARISH COUNCIL MEETING
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	<p>would help to cover the additional costs likely to be incurred with the new LMP contract, acquisition of Treasure Park, potential new play equipment for Leedstown and other additional spending as well as increased operating costs in the new financial year.</p> <p>ACTION: The Clerk to prepare the 2021-22 budget with an increase of 6% overall for approval at the next full PC meeting</p>	Clerk
20-11/24	<p>To consider spending plans for FY2021-22</p> <p>It was noted that additional spending would be incurred as noted in item 20-11/23 above</p> <p>Following a query about out of pocket expenses, it was noted that Councillors cannot claim for items such as printer cartridges although travel costs on PC business could be claimed provided approved by Full Council.</p> <p>Cllr McLeod had updated and revalued the assets and it was noted that an increase in the 2021-22 insurance premium might ensue as a result and would need to be taken into consideration. Cllr Parnell had also reviewed the document and concurred.</p>	
20-11/25	<p>For information: The Clerk has arranged to undertake remote budget training with CALC at a cost of £30 which was approved by the Chairman in accordance with PC financial regulations.</p> <p>The Clerk also confirmed that she had arranged further training in the New Year for Year-end Accounts and Audit – the cost was £30 and approved by the Chairman</p>	
20-11/26	<p>To approve the monthly accounts</p> <p>Receipts £430 Payments £3,137.52</p> <p>Proposed to approve by Cllr Parnell Seconded by Cllr Lay</p> <p>Motion carried with 1 abstention</p>	
20-11/27	<p>To consider a request from Nancegollan VH Committee for a grant of £300 towards the electricity costs for the Christmas Lights at Nancegollan</p> <p>Following a short discussion it was felt that a grant of £150 would be more appropriate and that as a goodwill gesture a grant of a further £150 towards electricity costs should also be offered to Leedstown due to the current situation with Covid-19. The PC contribute towards the costs at Praze already.</p> <p>Above proposed by Cllr Henwood Seconded by Cllr Jenkin Motion carried unanimously</p>	All

**CROWAN PARISH COUNCIL
MINUTES OF FULL PARISH COUNCIL MEETING
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NEW BUSINESS:		
20-11/28	<p>CORNWALL COUNCIL'S WASTE COLLECTION AND CONTRACT FOR 2021/22 ON DEVOLVED SITES (LEEDSTOWN)</p> <p>To consider whether CC to continue to deliver waste and cleansing services on devolved land or for the PC to undertake this themselves.</p> <p>Following a short discussion about how the contract worked, it was confirmed that Cornwall Council operate the overall contract with Biffa and that the PC contribute to the cost on devolved land managed by them. It was proposed to continue with this arrangement for 2021-22</p> <p>Proposed by Cllr Henwood Secoded by Cllr Jenkin Motion carried unanimously</p>	All
20-11/29	<p>COMPLAINT RECEIVED - DESTRUCTION OF WILDLIFE HAVEN AT LEEDSTOWN</p> <p>To consider complaint from resident regarding 'hard standing' on the grass island at Polglase Farm, Leedstown</p> <p>There was an involved discussion about whether this was a civil dispute. Some animosity had been experienced over the digging up of the triangular grass island that appeared to be part of land belonging to Polglase Farm and this seemed to be the perception of residents. There is a dispute over ownership of the area. The matter had been referred to Highways who had confirmed that the resident concerned had no authority to put hardstanding on the area and did not have a authority to do works within 1.5 metres of the carriageway. The Parish Council is upset that the area has been damaged and would write to Highways to see what could be done to return it to its former state.</p> <p>ACTION: Clerk to write to Mr A. Hoskin, Mr M. Daddow and Mr R. Spencer at Cormac/Highways to see if the area steward can replace the soil as the current situation causes serious risk to vehicles trying to access Polglase Farm with bins having to be left on the verge.</p>	Clerk
CORRESPONDENCE:		
20-11/30	<ol style="list-style-type: none"> 1. Notification of deposit of Breage NDP Pre-submission Edition 2. Cornwall AONB Management Plan Survey 3. Southampton University - Covid-19 preventative behaviour and symptoms study 4. CALC – Hoax Email Scam 5. The Rural Bulletin Oct 2020 6. CALC - Planning for The Future - Government Consultation on Changes to The Planning System 7. Cornish Buildings Projects – Newsletter 1 	

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	<ul style="list-style-type: none"> 8. CC re: Business Regulatory Webinars 9. NALC Chief Executive's Bulletin – Health and Wellbeing Week 10. Email update from resident re: Crowan telephone box demolition 11. CC - Covid 19 Information Packs 12. The Rural Bulletin 13. Parish Online Newsletter 14. CC - Local Council Planning Conferences 2020 - Invitation to event on 26 November 	
DIARY DATES:		
20-11/31	<ul style="list-style-type: none"> 1. Budget Training Day (Clerk) 19th November 2020 2. Next Full Parish Council meeting to be held remotely by Zoom on 10th December 2020 at 7pm 3. Next Amenities and Highways Committee meeting to be held remotely by Zoom on 3rd December 2020 at 7pm 4. Next Community Network Panel Meeting – 27th January 2021 – 6pm-8pm remotely via Teams 5. CC Local Planning Conference 2020 – 26th November 2020 at 4:30pm 6. CC Budget Consultation Event Thursday 19 November 7.30pm to 9pm 	
20-11/32	MEETING CLOSED@ 22:10	

Signed 

Date 10th December 2020

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