

**CROWAN PARISH COUNCIL  
MINUTES OF FULL PARISH COUNCIL MEETING  
HELD REMOTELY BY ZOOM  
ON THURSDAY 10<sup>TH</sup> DECEMBER 2020 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](http://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 Allen, Cllr Henwood, Cllr Jenkin, Cllr McLeod, Cllr Roberts, Cllr D. Smith, Cllr Lay, Cllr R. Smith, Mrs G. Lidgett (In attendance)**

**APOLOGIES: Cllr Tunnicliffe**

**CHAIRMAN'S WELCOME:** The Chairman welcomed all to the meeting and commented that it was good to see members of the public wishing to be involved before going on to outline the procedure for the meeting.

(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
<b>20-12/01</b>	<p><b>PUBLIC FORUM</b></p> <p>Member of the public, Sandra Muriel addressed the meeting, raising concerns about how the local Public Rights of Way are being abused. She described how walkers often roam off paths, unaware of the Country Code, gates are left open, animals escape, dogs are left to roam off lead and out of control, scramblers on motorbikes cause danger to pedestrians and equestrians, intruders' trespass on private property, vandalism to landowner's gates and fences. These matters had been reported to the Police whose response had been good with unmarked cars being deployed locally to keep watch, but the problems seem to be escalating and a potential organised rural crime wave appeared to be underway with markers being left for criminal activity, a barn being burnt down, with the potential for both financial loss and animal slaughter which was in evidence from information on social media. The lack of PROW signs was cited as a reason for some of the activities taking place and she noted that although matters had been reported by the Parish Council, there appeared to be no urgency attached to them. Ms Muriel felt that the face of rural crime was changing and informed Members that she had been in touch directly with Cormac who had agreed to urgently supply signage for her to erect on her land and agreed that enforcement should be pursued, with collaboration between all parties including the Police PCSO's and rural crime team. Cllr Henwood asked what response Ms Muriel had received from Cornwall Council and the Parish Council. Ms Muriel confirmed that although Cormac had received emails from both Cllr Jenkin and the Clerk, the officer she spoke to felt no urgency had been attached to them. Cllr Lay confirmed that at meetings the previous week she had raised the matter of signage directly with Cormac/Cornwall Council and that earlier in the day, following an email received from Ms Muriel, she had contacted them again and they had confirmed in writing that the signs would be provided urgently and as soon as possible. Ms Muriel felt that there was no need to conduct a survey of the missing signage as she had spoken</p>	

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	<p>to an officer from Cormac earlier in the year who had told her he was checking all the signs and stiles, taking photographs, and felt that that Cormac already have the information they need to replace the missing signs. Cllr Parnell agreed that the matter of the signs should be pushed forward as a matter of priority. Cllr Jenkin corrected a comment made by Cllr Henwood stating that the survey was not just about signs but collating all information together from previous surveys and identifying where the priorities lie. Cllr Jenkin also confirmed that she had asked the Police to look at crime across the Parish rather than in separate areas which was being dealt with by different teams.</p> <p>Member of the Public Anthony Blumenau was then invited to speak regarding his Planning Application PA20/09073 but he confirmed that he was only present to answer any questions and was there as an observer.</p> <p>Member of the Public Steve Penrose addressed the Council about his planning application. PA20/09283. He explained that he wished to build a bungalow for use of his family in relation to the farm which he considered to be infill. Cllr Jenkin asked whether the proposed development was within a cluster of buildings and Mr Penrose confirmed that it was.</p>	
20-12/02	<p><b>MEMBERS DECLARATIONS</b></p> <p><b>a. Pecuniary/Registerable Declarations of Interests – None</b></p> <p><b>b. Non-Registerable Interests – None</b></p> <p><b>c. Declaration of Gifts - None</b></p>	
<b>APPROVAL OF MINUTES</b>		
20-12/03	<p><b>To approve, adopt and sign the minutes of: -</b></p> <p>1. Full Parish Council Meeting of 12<sup>th</sup> November 2020</p> <p>The Minutes were approved and adopted.</p>	
<b>CORNWALL COUNCILLOR’S REPORT</b>		
20-12/04	<p><b>To receive</b> the monthly Cornwall Councillors report</p> <p>Cllr Jenkin confirmed that she had forwarded the CC Member Briefing to Councillors by way of an update. She had also been busy with COVID-19 and Social Care matters and attended briefings and meetings, the Minute of which can be read on the Cornwall Council Website. Cllrs were invited to as any specific questions they might have. None were forthcoming.</p>	Cllr Jenkin
<b>PLANNING MATTERS</b>		
20-12/05	<p><b>PLANNING APPLICATIONS REFERRED TO WEST SUB-AREA COMMITTEE</b></p>	

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	<p>1. PA20/01986 - Belmont Binnerton Road Leedstown TR27 6BJ - 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. <b>AWAITING DECISION</b></p> <p>2. PA20/06458 - Land North of Woodlands, Praze Road, Praze-An-Beeble - Proposed change of use of land to domestic curtilage <b>AWAITING DECISION</b></p> <p><b>NOTED</b></p>	
20-12/06	<p><b>CORNWALL COUNCIL PLANNING DECISIONS</b></p> <p>1. PA20/00397 – Dixcarte, Crowan, TR14 9NB - Certificate of Lawfulness for Existing Use or Development in respect of the use of 3no buildings for general storage <b>GRANTED</b></p> <p>2. PA20/04769 - Land adjacent to Bosence Road, Townsend TR27 6AF - Construction of Agricultural Timber Barn, Potting Shed, Polytunnels, Water Harvesting Tanks, Relocation of Access, and Associated Works <b>APPROVED WITH CONDITIONS</b></p> <p>3. PA20/07299 - Land and Buildings, Binnerton Manor, Binnerton Road, Leedstown - Conversion and Extension of Existing Agricultural Barn <b>APPROVED WITH CONDITIONS</b></p> <p>4. PA20/07300 - Land and Buildings, Binnerton Manor, Binnerton Road, Leedstown - Listed Building consent re Conversion and Extension of Existing Agricultural Barn <b>APPROVED WITH CONDITIONS</b></p> <p>5. PA20/08596 - Sillaton House, Chapel Road, Leedstown TR27 6BA - Proposed rear extension and alterations, replacing conservatory <b>APPROVED WITH CONDITIONS</b></p> <p>6. PA20/08660 - 3 Trenerth Cottages, Hayle Road, Leedstown TR27 6DG - To construct a new porch to the front of the existing property <b>APPROVED WITH CONDITIONS</b></p> <p>7. 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>	

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	<p><b>APPROVED WITH CONDITIONS</b></p> <p>8. 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><b>APPLICATION WITHDRAWN</b></p> <p><b>ALL NOTED</b></p> <p>At this point, Cllr Henwood queried whether the Planning Committee had been dissolved. The Clerk informed him that since he had resigned as the Committee’s Chairman and no-one else had come forward to take over, it had been decided to include the Planning into the Full Parish Council Meetings and that the Planning Committee had not been dissolved. Cllr Henwood felt that the PC were in breach of standing orders by not dissolving the Committee. The Clerk requested that he make the proposal in writing.</p>	
20-12/07	<p><b>NEW PLANNING APPLICATIONS</b></p> <p>1. PA20/09283 – Agricultural Yard, Moorfield, Praze An Beeble, TR14 OLG – Construction of new two bedroom “sustainable” bungalow</p> <p>There was discussion around whether the application was in breach of the NDP and whether it was development in the open countryside as it was outside of the village boundary. It was not being built on the site of a previous building but could be considered as infill within a hamlet and supports business in the rural economy. Cllr Jenkin confirmed that in this case that appeared to be the case.</p> <p>It was proposed to raise No Objection subject to the following: -</p> <p>The Parish Council would support this application subject to a determination by the County Land Agent as to the sustainability of the business and an agricultural tie to the land being placed on the property. This would then be in line with Crowan NDP policies.</p> <p>Proposed by Cllr Henwood Seconded by Cllr Jenkin Motion carried unanimously</p> <p>2. PA20/09442 - Land adjacent to Fayrefield, Trenerth Road, Leedstown - Application for permission in principle for up to 3 dwellings</p>	

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	<p>Following a short discussion, it was agreed that the Parish Council would have no objection in principle to this application subject to favourable comments from the World Heritage Site Officer based on the report which had been requested. It would be looked at as infill and rounding off and is a suitable site for development.</p> <p>Proposed by Cllr Roberts Seconded by Cllr Henwood Motion carried unanimously</p> <p>3. PA20/09428- Cows Cramp, Clowance Wood, Praze - Extension and refurbishment to improve and modernise domestic dwelling</p> <p>4. PA20/09429 – Cows Cramp, Clowance Wood, Praze - Listed building consent for an extension and refurbishment to improve and modernise domestic dwelling</p> <p>PA20/09428 and PA20/09429 were considered as one item.</p> <p>Based on reports from the Heritage Officer, the Parish Council felt unable to support this application.</p> <p>Proposed by Cllr Parnell Seconded by Cllr Lay Motion carried unanimously</p> <p>5. PA20/09073 - Cargenwen Farm, Cargenwyn, Camborne - Erection of 3 dwellings to replace barn with approval for 5 dwellings</p> <p>Cllr D. Smith reported. It was felt that the application constituted open development in the countryside and was outside the development boundary of the NDP.</p> <p>It was proposed to refuse the application based on the above</p> <p>Proposed by Cllr D. Smith Seconded by Cllr Lay Motion carried unanimously</p> <p>6. PA20/09625 - Noonvares House, Noonvares Lane, Townshend TR27 6AT - Conversion and extension of redundant barns into two residential units. Conversion of outbuilding to the south-east to ancillary office space and extension to Noonvares Farmhouse to the east and demolition of C20 lean-to and outbuilding</p> <p>Cllrs Allen and Jenkin reported that the building was listed and a complex development. They voiced concerns about the glazed link</p>	
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	<p>connection between the barn and the hay shed which appeared to be not in keeping with the other structures. The parking provision is on the application as being on the field behind the proposed structure. The purpose of the application was stated as residential. The access to the site was in poor condition and would need to be improved.</p> <p>It was proposed to object to the application as it stands and concur with the Heritage Officer that further information is required prior to re-submission.</p> <p>Proposed by Cllr Jenkin Seconded by Cllr Lay Motion carried unanimously</p> <p>7. PA20/10080 - The Flower Farm, Plot 4 Road from Bosence Road to Pauls Green Townshend TR27 6AQ – Non-material amendment for hipped ends in lieu of gable ends, roof extension over patio, new dormer window, new garage, internal alterations and amended windows to W2/PA09/01299/F</p> <p>Cllr Henwood reported and proposed that the application be approved subject that the proposed hedge which was within 5m of the adjacent property and causing restricted light should not be put in and frosted glass be used in the thin decorative windows in the living area</p> <p>Proposed by Cllr Henwood Seconded by Cllr R. Smith Motion carried unanimously</p> <p>8. PA20/09937 - Little Meadow, Praze Road, Praze An Beeble - Proposed certificate of lawfulness for existing alterations to garage to form annexe incidental to the main dwelling</p> <p>Following a short discussion, it was agreed to approve the application subject to a condition that the annexe be tied to the property to be kept as an annexe.</p> <p>Proposed by Cllr D. Smith Seconded by Cllr Parnell Motion carried unanimously</p> <p>9. PA20/08369 -The Old Chapel, Praze Road, Leedstown - To convert the existing workshop into five flats</p> <p>Cllr Henwood reported that this application was quite straightforward and provided local affordable housing. Although</p>	
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	<p>amenity space was limited, there were 10 parking spaces (2 per flat)</p> <p>No objection was proposed by Cllr Henwood Seconded by Cllr Roberts Motion carried unanimously</p> <p>10. PA20/09605 - Sunnymead, Road from Bosence Road to Pauls Green, Townshend TR27 6AE - Proposed timber glazed roof structure to replace a dilapidated sunroom to the side of the main house, creating a covered area to serve the main house and annexe to add amenity value.</p> <p>Cllr Jenkin reported that this was a straightforward application whereby the sunroom was to be replaced with an open structure with a glass roof to provide a covered walkway between the annexe and the house.</p> <p>Cllr Jenkin proposed No Objection Cllr Allen seconded Motion carried unanimously</p>	
<b>OPEN ISSUES AND ACTIONS FROM PREVIOUS MEETINGS</b>		
20-12/08	<p><b>Letter from Derek Thomas MP re: Covid-19 Track and Trace</b></p> <p><b>For information:</b> A response has been received from Derek Thomas to the Chairman's letter of concern about the current system. Mr Thomas will present the Parish Council's concerns to the Prime Minister.</p> <p><b>NOTED</b></p>	
20-12/09	<p><b>TREASURE PARK</b></p> <p><b>To resolve</b> whether to accept the devolvement of Treasure Park to the PC with a capital sum of £5000 to undertake the works required</p> <p>Works to include:</p> <ol style="list-style-type: none"> <li>1. Clearance of overgrowth and large concrete slabs blocking entry to the car park</li> <li>2. Tree works to remove extremely low branches</li> <li>3. Additional grass cutting</li> </ol> <p>Cllr Henwood recommended approval stating that there were one or two trees to be removed, the granite blocks could be removed and the vegetation in the car park cleared and weed-killed. The lower limbs of some trees in the main area would need to be removed. Concerns were raised that the car park might be used by</p>	

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	<p>local businesses and it was discussed whether a ticket machine could be installed.</p> <p>Cllr Parnell proposed to accept the capital sum of £5000 from CC o undertake the works required Seconded by Cllr McLeod Motion carried by 8 votes with 1 abstention. (Cllr Jenkin in her position as a Cornwall Councillor)</p> <p><b>ACTION: Clerk to inform CC of this decision</b></p>	Clerk
20-12/10	<p><b>NANCEGOLLAN SHOWER BLOCK</b> <b>To resolve</b> if Nancegollan toilet and/or changing facilities can be re-opened safely (Standing item re Covid-19)</p> <p>Praze FC had asked again whether it was possible to use the toilet facilities on game days. It was noted that there would need to be a deep clean, potential legionella testing, taping off the shower facilities, removal of the shower heads and a risk assessment undertaken before this could happen. Praze FC would then be required to make their own risk assessments, commit to cleaning the facilities used before and after use, make a note of users for potential contact tracing etc.</p> <p><b>ACTION: Cllr Parnell and the Clerk to look at implementing the above and report at next meeting.</b></p>	Cllr Parnell/Clerk
20-12/11	<p><b>CROWAN PARISH ROOMS</b> <b>To resolve</b> 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>It was noted that whilst there has been no demand for the Parish Rooms to re-open it was probably prudent to keep them closed for the time being. Should this change the matter would be re-visited.</p>	
20-12/12	<p><b>COMMUNITY AWARD</b> <b>For information:</b> The Clerk has published the nomination document on the Facebook page</p> <p>NOTED</p>	
20-12/13	<p><b>CASUAL VACANCIES</b> No further updates</p> <p>NOTED</p>	
<b>POLICIES AND PROCEDURES (All areas of Council Business)</b>		
20-12/14	<p><b>For information:</b> The Clerk is checking various published documents – those requiring update will be brought to Full Council at a future meeting.</p>	



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	<p>The Clerk advised that the Terms of Reference for the Amenities and Planning Committees were outdated and would require review and updating for publishing on the website. Cllr Henwood felt that a PRoW Committee may need to be set up in addition to Amenities and Highways, which would require additional Terms of Reference. This guidance was acknowledged by Cllr Parnell.</p>	
<b>COMMUNICATIONS (Website/Noticeboards/Local Press/Social Media/Cornwall Council)</b>		
20-12/15	<p><b>WEBSITE</b> <b>For information:</b> - The Clerk has updated the profile details of those Members who have responded to her email of 9<sup>th</sup> November 2020. (Those who have not responded, it would be helpful if you can confirm that your details should remain unchanged).</p> <p>The Clerk reminded Members to contact her with any changes and to supply a recent photograph if possible.</p>	
<b>ADMINISTRATION AND FINANCE (Including Meetings, Banking, Reporting, Invoicing, Audit, Budget, Contracts, HR and GDPR)</b>		
20-12/16	<p><b>To approve</b> the LMP precept offer for 2021-22 (£5195.18) Cllr Parnell explained that Cllr Henwood had requested an amendment to this motion which he felt was not in context with the proposal. Cllr Henwood felt a prior Minuted and Approved decision from the October Meeting did not stand saying that it reversed a previous Minuted and Approved decision taken on 9<sup>th</sup> September 2020. Cllr Parnell and the Clerk felt that the previous Decisions stand, and that the amendment was not relevant to the current proposal to approve the LMP precept offer.</p> <p>Cllr Jenkin raised a point of order saying there was a clear minute accepted and approved at a following meeting recognised as a true record that the PC would take the offer of the LMP. All that was being asked now was to accept the formal offer. The decision cannot be changed within 6 months. Cllr Henwood quoted Standing Order 7 a &amp; b as his reasons for feeling that the prior decisions made under item 20-10/20 of 8<sup>th</sup> October 2020 and 20-09/23 of 10<sup>th</sup> September should not stand. Cllr Parnell and the Clerk stated that the decision made under 20-10/20 was not a reversal of the original decision but an extension of that decision after receipt of the firm proposal having been brought before the PC and therefore his amendment did not relate to the current point in question.</p> <p>Cllr Lay felt that Cllr Henwood was presenting obstacles to the success of the LMP partnership which Cllr Jenkin and Cllr Lay had worked hard to bring to fruition. She noted that the PRoW paths were looking much better since the hard cuts had commenced but her efforts to ensure that this was being carried out satisfactorily were not being appreciated. Cllr Lay also noted that if there was an</p>	

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	<p>impression of negativity, it would not encourage others to come on board. Cllr Parnell felt that Cllr Henwood was trying to discuss operational matters in a discussion on financial matters.</p> <p>The Clerk ruled as the proper officer that the original decision 20-10/20 of 8<sup>th</sup> October 2020 stands, and the amendment proposed was out of order in this context.</p> <p>Cllr Allen questioned how it could be known without having appointed a contractor, how much would be spent. The Clerk confirmed that the tender process would begin in January. Cllr Lay confirmed that the commitment for 3 years was to secure the hard cuts. Cllr Jenkin explained that the sum is a grant to cover the cutting specification provided and that other PC's add funds to their budget to cover additional costs if they wish to provide additional cuts. CC defines the standard, the PC tenders to the specification for a specific amount of money.</p> <p>Following further heated discussion, Cllr Parnell moved to vote on this item as originally presented without the amendment which was for approval of the grant for 2021-22 period.</p> <p>Cllr Parnell proposed to approve the LMP precept amount of £5195.18 for 2021-22 period</p> <p>The approval of the precept amount was carried with 5 votes and 4 abstentions.</p>	
20-12/17	<p><b>To approve</b> the 2021-22 budget</p> <p>The Clerk had presented the budget with a 6 per cent increase as instructed at the 8<sup>th</sup> October 2020 Full PC Meeting, including a proposed 6 per cent increase in the Annual Precept amount. Cllr Roberts felt that raising the Annual Precept by 6 percent was not acceptable in the current economic climate with the hardships created by Covid-19. It was discussed that any shortfall should be absorbed by using reserves and making savings in some areas of expenditure. Cllr Jenkin noted that the Clerk had been asked to present the budget with this increase and it might be necessary to accept the budget as it stands and perhaps cut expenditure during the financial year. The 6 percent increase in the Precept amounted to £2640.00 which it was felt could be covered by reserves.</p> <p>It was agreed to accept the budget as it stands but to absorb any additional expenditure from reserves.</p> <p>Proposed by Cllr Henwood</p>	

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	<p>Seconded by Cllr D. Smith Motion carried unanimously</p> <p><b>ACTION: Clerk to respond to CC</b></p>	Clerk
20-12/18	<p><b>To set</b> the annual precept for FY2021-22</p> <p>It was agreed not to increase the precept this year and to keep it at the current level of £44,000 with any shortfall being covered by reserves.</p> <p>Proposed by Cllr Roberts Seconded by Cllr McLeod Motion carried unanimously</p> <p><b>ACTION: Clerk to respond to CC with this decision</b></p>	Clerk
20-12/19	<p><b>To approve</b> the monthly accounts</p> <p><b>Total Receipts £220.00      Total Payments £5522.34</b></p> <p>It was proposed to approve the monthly accounts</p> <p>Proposed by Cllr D. Smith Seconded by Cllr Jenkin Motion carried unanimously</p>	
20-12/20	<p><b>For information:</b> Barclays Bank have agreed to uphold the PC's complaints regarding flaws in their service provision and provide a sum of £200 in compensation.</p> <p>NOTED</p>	
<b>NEW BUSINESS:</b>		
20-12/21	<b>None</b>	
<b>DIARY DATES:</b>		
20-12/22	<b>Next Full Parish Council Meeting to take place remotely via Zoom on 14<sup>th</sup> January 2021 at 7pm</b>	
20-12/23	<b>MEETING CLOSED@ 21:53</b>	

Signed 

Date 14<sup>th</sup> January 2021