

**CROWAN PARISH COUNCIL  
MINUTES OF FULL PARISH COUNCIL MEETING  
HELD REMOTELY BY ZOOM  
ON THURSDAY 14<sup>th</sup> JANUARY 2021 AT 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 Jenkin, Cllr McLeod, Cllr Roberts, Cllr D. Smith, Cllr R. Smith, Cllr Lay, Mrs G. Lidgett (In attendance)**

**APOLOGIES: Cllr Tunnicliffe**

**CHAIRMANS WELCOME:**

Cllr Parnell welcomed all to the meeting and invited each of the Parish Councillor to introduce themselves to those present.

(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).

<b>AGENDA REFERENCE</b>	<b>DESCRIPTION</b>	<b>ACTION</b>
21-01/01	<p><b>PUBLIC FORUM</b></p> <p>Ms Isabel Brumwell (Planning agent) spoke about PA20/11113 and invited questions from Members – no questions were raised.</p> <p>Mr Steve Berryman spoke about PA20/09965 and outlined the reasons for the application and expansion of this local business.</p> <p>Mr Geoff Henwood raised concerns about the over-zealous cutting of stiles by CC resulting in sheep escaping over the hedge and getting entangled in barbed wire which he had to cut them from. He also stated that two stiles have been cut which are not part of the network. Mr Henwood felt that he should be compensated for the time spent rounding up his livestock and the fencing he will now need to provide. Mr Henwood also felt that an amendment should be made to the draft Minutes of the Full Parish Council Meeting which took place on 12<sup>th</sup> December 2020 at which he was present in his then capacity of Parish Councillor. (For the record – Mr Henwood resigned immediately after that meeting). He had forwarded his proposal by email to the Clerk just ahead of the current meeting.</p>	
21-01/02	<p><b>CASUAL VACANCIES</b></p> <p>1. Following the resignation of Cllr Henwood, there are now 4 vacancies for Parish Councillors, 3 in Leedstown Ward and 1 in Praze Ward.</p> <p>2. Introduction of potential candidates interested in becoming a co-opted Member of the Parish Council.</p> <p>Cllr Parnell introduced two potential new candidates for the Parish Council, Ms Victoria Burton-Davey and Mrs Claudia Berryman and invited them to say a little bit about themselves and their interest in joining the PC.</p>	

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	<p>Ms Burton-Davey's main interests relate to PRoW and environment and Green Plan issues and she had been a farmer's wife for many years in Yorkshire and Essex. She is now a visual artist and media consultant.</p> <p>Mrs Berryman and her husband live in Godolphin and own the village shop in Townshend so spend a lot of their time in the Parish. She meets a lot of the community through her work and wants to become more involved. Her Grandfather had been Chairman of County Hall and she would like some involvement in planning.</p>	
21-01/03	<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> (Cllr Lay confirmed to the Clerk that there was no potential conflict of interest about PA20/11141 although she knew the applicant slightly there was no close association)</p> <p><b>c. Declaration of Gifts - None</b></p>	
21-01/04	<p><b>APPROVAL OF MINUTES</b></p> <p>To approve, adopt and sign the Minutes of: -</p> <p>1. The Amenities and Highways Committee Meeting – 3<sup>rd</sup> December 2020</p> <p>Queries were raised by Cllr McLeod regarding progress of items on the Minutes regarding the repair of Crowan Noticeboard and Defibrillator installation now the donation from the Butcher family had been received. Cllr Parnell confirmed that he was speaking to the supplier and had discussed the installation with HRH Electrical.</p> <p>The Minutes were approved and adopted. Proposed and seconded by Cllrs McLeod and Jenkin Carried unanimously.</p> <p>2. The Full Parish Council Meeting – 12<sup>th</sup> December 2020</p> <p>Cllr Allen raised a query regarding the eligibility of an amendment proposed by ex-Cllr Mr Geoff Henwood to item 2020-12/the Minutes. Cllr Allen felt that the Minutes did not reflect all that had occurred. The Clerk and the Chairman confirmed that the Minutes should state the Decisions and Actions of the PC and did not need be verbatim. Cllr McLeod read the item from the Minutes that clearly stated the Motion and Decision made.</p> <p>Cllr Jenkin proposed to accept the Minutes as a true and accurate record. Cllr McLeod seconded Those in favour: - Cllrs Parnell, Roberts, Jenkin, McLeod and Lay</p>	

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	<p>Abstentions: - Cllrs D. Smith and R. Smith Objections: - Cllr Allen</p> <p>The Minutes were approved and adopted.</p>	
21-01/05	<p><b>PROW PROGRESS IN CROWAN AREA –</b></p> <p><b>1. Update</b> Guests: Linda Holloway Senior Enforcement Officer - Countryside Access Team, Donald Martin, Cornwall Council, Countryside Team Leader - Natural Environment</p> <p><b>(For the record, this item was brought forward to the beginning of the meeting in Public Forum due to prior commitments of the guest speakers)</b></p> <p>Apologies were received from Donald Martin who was unable to attend this meeting.</p> <p>Colin Bayes, Senior Countryside Officer Public Rights of Way was in attendance to give an update on the CC Contractor's PRow cutting progress and Linda Holloway reported on PRow enforcement issues (main points summarised below)</p> <ul style="list-style-type: none"> <li>• Clearance work is 50% complete.</li> <li>• Staff problems due to COVID-19 had slowed things down.</li> <li>• Question raised regarding overzealous cutting of stiles (raised earlier in Public Session) Linda Holloway asked if there was any evidence of who had cleared them. Cllr Jenkin had no more information to give and it was decided to deal with this outside the meeting. Colin Bayes noted that he would need much more information with annotated maps to investigate.</li> <li>• Linda Holloway explained her role over the last few months had been mainly dealing with COVID-19-related issues e.g., paths blocked by landowners, one such was at Clowance Estate where enforcement action was taken, and police attended.</li> <li>• Incidents reported involving altercations between landowners and PRow users, cattle, including life changing injuries.</li> <li>• Pilot project in Cornwall working with volunteers from the Ramblers and British Horse Society. 3 paths in Crowan had been identified but volunteers had been stood down due to COVID-19</li> <li>• LMP should enhance PC and local community's ability to work with Countryside Officers and advice can be offered.</li> </ul>	

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	<ul style="list-style-type: none"> <li>• Colin Bayes said material on paths to be investigated but often other factors involved. This would be flagged up with the Contractor.</li> <li>• Working with Landowners to identify where there are problems with flora and faunae (poisonous plants, protected plants etc)</li> <li>• Cllr Lay reported that there have been many positive comments from residents since the paths have been cleared providing access.</li> <li>• Signage – initial signage for resident S. Muriel was in hand. Colin Bayes apologised for the delay in providing this. Further signage is required and there is a separate budget (Enhanced LMP) – once the priority signage has been established and proposed, the PC can apply for access to that budget. Member of public Geoff Henwood made a point that the CC have an obligation to provide signage on paths citing their website as the source of his information.</li> <li>• Enforcement issues at Clowance would not carry potential financial implication to PC.</li> <li>• Linda Holloway agreed to send information to the Clerk regarding the Ramblers Environment Action Clearance Team (REACT) and how volunteers can help.</li> </ul> <p><b>2. For information:</b> Thanks were received regarding the prompt removal of cuttings from Crowan Cemetery which was reported to the Cornwall Council PRow contractor. It was noted that the debris had not been left by them, but they removed it anyway.</p>	
21-01/06	<p><b>CORNWALL COUNCILLOR’S REPORT</b></p> <p>To receive the monthly Cornwall Councillor’s Report</p> <p>Councillors had been forwarded the written report. Cllr Jenkin added that the CC Community Chest and Coastline funds had not been used up and suggested that if a bid could be put in place for Leedstown Play Equipment highlighting that this would support the local community. This would need to be achieved by mid-February. Cllrs Lay and Parnell agreed to liaise with Cllr Jenkin to move this forward.</p> <p>Cllr Roberts raised an issue with the distance for residents to travel to Redruth to be given the Covid-19 vaccinations. Cllr Jenkin was aware of the problem and confirmed that the NHS were organising this and it could be because Redruth had the correct storage facilities for the Pfizer vaccine which appears to be what is currently available. Other vaccines may follow. Cllr Jenkin confirmed that there is a lack of equity in Cornwall whereby some people had received both doses of the vaccine, whilst others had not received</p>	Cllr L. Jenkin

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	<p>any. The problems could be with availability of the vaccine or staff to administer it. Some residents were not getting the vaccine due to travel difficulties. Cllr Jenkin's understanding was that when an invitation is received to attend, any transport issues can be highlighted at the time of making the appointment.</p> <p>Cllr R. Smith raised a concern that a queue at a local business which was not following the COVID-19 social distancing regulations. It was suggested that a quiet word with the business owner regarding compliance should be made.</p>	
21-01/07	<p><b>PLANNING APPLICATIONS REFERRED TO WEST SUB-AREA COMMITTEE</b></p> <p>1. 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. <b>AWAITING DECISION</b></p> <p>2. 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>3. PA19/10122 - Land adjacent to 1 St James Place Praze Road, Leedstown - Erection of two dwelling houses <b>AWAITING DECISION</b></p> <p><b>NOTED</b></p>	
21-01/08	<p><b>PLANNING APPEALS</b></p> <p>1. PA19/05305 - Ros an Brea – Leedstown- Retrospective change of use of paddock to garden – <b>APPEAL ALLOWED</b></p> <p><b>NOTED</b></p>	
21-01/09	<p><b>CORNWALL COUNCIL PLANNING DECISIONS</b></p> <p>1. PA20/05139 - Higher Cargenwen Farm, Black Rock - Certificate of lawfulness for existing use of mobile home/caravan <b>WITHDRAWN</b></p> <p>2. PA20/08856 - Carn Meor Farm The Carn Black Rock TR14 9NG - Proposed conversion of agricultural building to form 2 No. dwellings. <b>WITHDRAWN</b></p> <p>3. PA20/08732 - Mordarth Pell, Black Rock, Camborne - Change of use of land to form an enlargement of the domestic curtilage. <b>APPROVED</b></p>	

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	<p>4. PA20/10080 - The Flower Farm, Plot 4 Road from Bosence Road to Pauls Green Townshend TR27 6AQ - Nonmaterial 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 <b>NOT ACCEPTABLE AS AMENDMENT</b></p> <p>5. 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. <b>APPROVED WITH CONDITIONS</b></p> <p>6. PA20/05372 - Garfields Rescue, Dowha Fields, Troon, Camborne - Retrospective application for a caravan to live in, summer house to housework equipment and 2 sheds. <b>REFUSED</b></p> <p>7. PA20/09442 - Land adjacent to Fayrefield, Trenerth Road, Leedstown - Application for permission in principle for up to 3 dwellings <b>GRANTED</b></p> <p>NOTED</p>	
21-01/10	<p><b>NEW PLANNING APPLICATIONS</b></p> <p>1. PA20/09965 - Land to North-East of Little Kirthen Farm Shop, Townshend, St Erth - Erection of agricultural farm building for retail (A1) and Café (A3) use with associated parking and drainage works.</p> <p>Cllrs Jenkin &amp; Allen reported. Cllr Jenkin proposed No Objection. Cllr R. Smith seconded Motion carried unanimously.</p> <p>2. PA20/10234 - Namur, Nancegollan, Helston TR13 0AH - Replacement porch extension, kitchen extension and external alterations</p> <p>Cllrs Parnell and McLeod reported Cllr Parnell proposed No Objection. Cllr McLeod seconded Motion carried unanimously.</p> <p>3. PA20/10173 - The Oaks, Old Railroad, Crowan - Single Storey extension and small dormer extension to detached bungalow.</p>	

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	<p>Cllrs Parnell and McLeod reported Cllr Parnell proposed No Objection. Cllr McLeod seconded Motion carried unanimously.</p> <p>4. PA20/10907 - Land adj to 1 St James Place, Praze Road, Leedstown - Outline planning permission with some matters reserved for affordable led housing scheme for four dwellings.</p> <p>Cllr R. Smith reported. There was discussion about the merits of providing affordable local housing, but concerns were raised regarding the suitability of the site for development, particularly as it is outside the NDP development boundary and located on ex-mining land. Cllr R. Smith proposed No Objection but there was no seconder.</p> <p>It was proposed to Object citing that this site is significantly outside the NDP development boundary and concerns regarding the danger of building residential homes on potentially contaminated ex-mining land with a large residual void beneath the current hardstanding. The PC also took note of the World Heritage Site Officer's comments.</p> <p>Cllr Lay proposed Objection. Cllr Jenkin seconded Motion carried 7 votes to 1.</p> <p>5. PA20/11113 - Land North of Moorfield House, Moorfield, Praze An Beeble - Outline planning application to construct one dwelling with access reserved.</p> <p>Cllrs D. Smith &amp; Roberts reported. It was noted that this application was outside the NDP development boundary, there is poor access, and it is an inappropriate location. A previous similar application for the site was refused.</p> <p>Cllr D. Smith proposed Objection citing the above Cllr Roberts seconded Motion carried unanimously.</p> <p>6. PA20/11141 - Cardinham Farm Praze An Beeble - One bedroom annexe in a derelict barn adjacent to main house</p> <p>Cllrs D. Smith and Lay reported Cllr D. Smith proposed No Objection. Cllr Lay seconded Motion carried unanimously.</p>	
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	<p>7. PA20/11340 – Trelabnas Farm, Nancegollan – Proposed erection of new dwelling in place of approved barn conversion following removal of unstable walling.</p> <p>Cllrs McLeod and Parnell reported Cllr Parnell proposed No Objection. Cllr McLeod seconded Motion carried unanimously</p>	
21-01/11	<p><b>OPEN ISSUES AND ACTIONS FROM PREVIOUS MEETINGS</b></p> <p>1. <b>For information:</b> Nancegollan VH Committee have written to thank the Parish Council for the grant towards the electricity costs for the Christmas lights. Leedstown Lights Committee did not take up the offer of a grant.</p> <p>NOTED</p>	
21-01/12	<p><b>POLICIES AND PROCEDURES (All areas of Council Business)</b></p> <p>None</p>	
21/01/13	<p><b>COMMUNICATIONS (Website/Noticeboards/Local Press/Social Media/Cornwall Council)</b></p> <p>Cllr McLeod noted that we had received a further complaint from a resident regarding the status of the telephone box in Crowan. The Clerk confirmed that the telephone box had become a listed building and would put this item on the agenda for the next Amenities and Highways Committee meeting. Cllr McLeod felt that there is very little the PC can do about this matter as it is the property of BT.</p> <p><b>ACTION: The Clerk will contact BT to see if some maintenance can be done.</b></p>	Clerk
21-01/14	<p><b>ADMINISTRATION AND FINANCE (Including Meetings, Banking, Reporting, Invoicing, Audit, Budget, Contracts, HR and GDPR)</b></p> <p>1. To approve renewal of annual SLCC subscription (£166) It was resolved to approve the SLCC subscription.</p> <p>2. To approve monthly accounts It was resolved to approve the monthly accounts.</p> <p>Receipts £1306.75                  Payments £2220.41</p> <p>3. To approve the cost of Crowan defibrillator installation (£200) It was resolved to approve the cost of the installation.</p> <p>4. To consider moving PC bank accounts to Unity Trust Bank</p>	



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	<p>Cllr Parnell felt that Barclays have become impossible to deal with and serious consideration should be given to making a change. Unity Trust Bank had been recommended to the Clerk by the St Mewan Clerk who in turn had been recommended by a CALC financial adviser. Cllr Jenkin and others felt that Lloyds might be a better choice. In her experience, once an account has been set up with them, it works well with dual signatories, whilst acknowledging the initial setting up can be quite a difficult process. Following discussion, it was resolved to defer this matter until the Clerk can research further information to compare.</p> <p>5. To review the documents for the LMP Tender</p> <p>Cllr Lay thanked the Clerk for the additional work she had done to help get the LMP underway.</p> <p>Cllr Allen raised the following queries regarding the draft tender.</p> <ol style="list-style-type: none"> <li>1. The Byways were not mentioned at item 2. Cllr Jenkin explained that the surface of the byways does not require cutting only the edges.</li> <li>2. At item 4, whereabouts knotweed may be located within the Parish. Cllrs Jenkin and Lay explained that it is the Contractor's responsibility to report the existence of knotweed to CC and the contract will state that.</li> <li>3. At item 6, concerns that the dates stated for cutting would interfere with nesting birds.</li> <li>4. At item 8, concerns regarding evidence of the correct tickets for each item of equipment to be used. Cllr Lay explained that is why the PC must employ the correct type of contractor who has this type of cover.</li> </ol> <p>The Clerk brought on screen the risk assessment document which gives details of each party's responsibilities and this was discussed.</p> <p>Timescales were discussed and it was noted that the tender should be well underway by mid-March bearing in mind the upcoming local elections.</p> <p>Proposed to accept the tender documents in principle to be finalised by the Clerk based on the comments made at this meeting.</p> <p>Proposed by Cllr Jenkin Seconded by Cllr Lay Motion passed by 6 votes with 1 abstention.</p>	
		Clerk

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	<p><b>ACTION: Clerk to check with CC regarding the legal cutting dates and other points</b></p> <p><b>ACTION: Clerk to advertise for expressions of interest in the PRow/LMP tender on Parish noticeboards, website, and Facebook page and to seek advice from Donald Martin at CC.</b></p>	Clerk
20-01/15	<p><b>NEW BUSINESS:</b></p> <p><b>1. Treasure Park</b></p> <p>a. <b>For information:</b> The funding letter regarding proposed works for Treasure Park has been signed and returned to CC.</p> <p>b. To discuss a complaint received regarding unauthorised works to car park area.</p> <p>Cllr Jenkin updated the PC on the current situation and what CC had done to secure the site. She felt there should be a working party to decide how the area should be managed and for what purpose. It was noted that although the car park had now been blocked off again, there was vehicular access to the site which may need to be secured. Pedestrian access would also be required. A car park area may not be required now as the original purpose for this was for the Mission church alongside. Cllr Jenkin felt that residents may be interested in becoming involved.</p> <p><b>ACTION: Cllr Jenkin to speak to residents to see if there is interest in becoming involved.</b></p>	Cllr Jenkin
<b>DIARY DATES:</b>		
20-01/16	<p>1. Next Full Parish Council Meeting - 11<sup>th</sup> February 2021 at 7pm remotely via Zoom</p> <p>2. Next Amenities and Highways Meeting - 18<sup>th</sup> February 2021 at 7pm remotely via Zoom</p>	
20-01/17	<b>MEETING CLOSED@ 21:28</b>	

