

**CROWAN PARISH COUNCIL
MINUTES OF THE AMENITIES AND HIGHWAYS MEETING
TO BE HELD REMOTELY VIA ZOOM
ON THURSDAY 18th FEBRUARY 2021 AT 7PM**

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).		
(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).		
PRESENT: Cllr Parnell, Cllr Allen, Cllr Lay, Cllr Jenkin, Cllr D Smith, Cllr R Smith, Cllr McLeod, Cllr Berryman, Cllr Roberts and members of the public.		
APOLOGIES: Cllr Tunncliffe		
CHAIRMAN'S WELCOME: The Chairman opened the meeting and welcomed the Cllrs and public attendees		
AGENDA REFERENCE	DESCRIPTION	ACTION
PUBLIC FORUM		
02/21/AC1	<p>Clair Mann spoke at some length about the problems with continued obstruction around the lane near Treasure Park entrance at Leedstown and about the old car park area. She suggested the car park be brought back into the park and perhaps for an entrepreneur to open a coffee 'shack'.</p> <p>Cllr Allen asked if Clair Mann had any 'conflicts of interest'. The Chairman insisted that members of the public are at liberty to express their views freely.</p> <p>Cllr Jenkin underlined that members of the public are free to speak in the Public Forum and that if there is a formal consultation then such concerns may be valid.</p> <p>Simon Wood suggested that old car park adjacent to Treasure Park be used as a picnic area. Also that Treasure Park be used as a wildlife area.</p> <p>Cllr Lay asked Simon Wood to confirm that his suggestion was for only pedestrian access be allowed for Treasure Park and the old car park which he did.</p> <p>Another member of the public only identified as Mark T was unable to speak due to technical difficulties. Apologies were given to him and it was suggested he write to the Acting Clerk.</p>	
02/21/AC2	<p>MEMBERS DECLARATIONS</p> <p>a. Pecuniary/Registerable Declarations of Interests –</p> <p>b. Non-Registerable Interests –</p> <p>c. Declaration of Gifts –</p> <p>Note from Cllr Jenkin: she sits on Nancegollan and Townshend Village Hall committees on behalf of CPC</p>	No other declaration of interest for a, b, or c

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COMMUNITY ENGAGEMENT (VILLAGE HALLS, PLAYING FIELDS, LOCAL SCHOOLS, ASSETS & AMENITIES)		
02/21/AC3	<p>PRAZE Plan & WC</p> <p>a) Meter installation - Clerk wrote to CC on 7th January 2021 requesting update: no further progress</p> <p>b) WC Transfer – n more progress</p> <p>c) Plan – Improvements: Cllr Parnell brought up repeated complaints about access to Praze playing field. Cllr D Smith highlighted that Leedstown and Nancegollan should be prioritised for any funding secured by CPC. It was mooted that we have a list of works for all areas. Cllr Lay expressed a wish to progress improvement of play area in Leedstown with money already allocated for that purpose. Cllr Jenkin agreed that we need to create a long list of works. Cllr Parnell highlighted that there is a lack of provision for teenagers which needs addressing.</p>	<p>Action A-Clerk, CP, DS: look for old information</p> <p>JL, CB: seek new tenders for Leedstown play equipment</p>
02/21/AC4	<p>GREENS PLAY INSPECTION REPORTS</p> <p>Cllr Parnell advised that as the issues are for small repair works for Leedstown and Nancegollan and that some were already approved by CPC and booked for when the weather improved, so he would try and get the additions quoted for CPC approval.</p>	
02/21/AC5	<p>ROSPA-Play Safety – Inspections: Cllr Jenkin confirmed it was not done last year due to Covid. Need to book inspection voted on.</p>	<p>Proposed: CP</p> <p>Seconded: LJ</p> <p>Voted: all in favour</p> <p>Action A-Clerk: book inspection</p>
02/21/AC6	<p>PRAZE PLAYING FIELD –</p> <p>Covid Regulations MUGA: Cllr Parnell related disparity in signage and that we had improved our signage on CPC playing fields.</p>	
02/21/AC7	<p>NOTICE BOARDS FOR PLAYING FIELDS – Cllr Parnell reported difficulties over signage being defaced/broken. There was discussion around what is needed and how to display in a ‘tamper proof’ way.</p>	
02/21/AC8	<p>VILLAGE HALLS</p> <p>a) Townshend</p> <p>Cllr Allen pointed out that she had asked the previous Clerk to put Village Halls on the Full Council Meeting Agendas but that they had been put on this one. With regards Townshend village hall: she reported that via ‘hearsay’ she had been informed that they had been offered a grant from Cornwall Council which was turned down. Added to this she informed CPC that the Village Hall Committee had raised the cost of hiring Townshend Village Hall to residents/hall users. Cllr Allen stated that CPC should ‘think’ before handing out grants to Townshend Village Hall with this information in mind</p>	

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	<p>Cllr Allen again raised points from the previous meeting about Townshend notice boards not having the minutes/agendas posted in a timely fashion. In reply the Acting Clerk reported that Chris Trevan had given his assurances that the minutes and agendas for meetings would in future go on the noticeboard in time. She also reported (further to questions raised in the Full CPC meeting on 11th Feb 2021) that Mr Trevan had informed her that Townshend noticeboard belonged to the Village Hall Trust not CPC. Cllr Allen repeatedly said that she felt insulted that she was not the person posting notices on the board in Townshend. Cllr Jenkin clarified that CPC had contributed to the boards in Townshend but that the Townshend Village Hall owned them. She proposed that another key be sought and also that Townshend Village Hall may not have been eligible for Government grants because they had no activities taking place during lockdown.</p> <p>After more discussion it was decided to give the situation time to resolve after the progression since the Full CPC Meeting on the 11th February 2021.</p> <ul style="list-style-type: none"> b) Leedstown: c) Nancegollan: Cllr Jenkin gave an update on funding, remedial work and activity preparation. The committee there are being very proactive. d) Praze: Cllr Jenkin mentioned that it may be desirable to put in a bid for support for rural youth workers. Would we like to in Crowan? 	<p>Action LJ & DS: liaise to discuss bid</p>
02/21/AC9	<p>ODD JOBS Awaiting confirmation of completion of additional jobs from Mr Turner and invoice for completed works: Cllr Parnell gave a brief summary</p>	<p>Action CP & A-Clerk: to chase up Mr Turner about job completion</p>
02/21/AC10	<p>DEFIBRILLATOR</p> <ul style="list-style-type: none"> a) Crowan Update: Cllr Parnell informed CPC that delivery is imminent. Cllr McLeod updated CPC about the commemorative plaque, other signage and plaque, and how to house them. b) Checking Procedures: discussion about correct process for regular checks once installed. It was agreed that the checks should be weekly and they are standardised. CPC to ask WPC councillor for advice. 	<p>Action AM: arrange for adequate backing board to be installed.</p> <p>Action A-Clerk: contact Wendron Clerk Colin to ask for number of paramedic councillor on WPC for advice</p>

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02/21/AC11	<p>TELEPHONE KIOSKS</p> <p>a) Crowan - Clerk wrote to BT 18th January 2021 re: repairs/maintenance plan? Cllr Parnell asked if any word from BT yet: none reported.</p> <p>b) Praze - Door damaged in gale needs replacement? Discussion about repair costs. Cllr Jenkin suggested CPPC may be covered by insurance. Cllr McLeod confirmed that the phone boxes are insured for a value of £9000.</p>	<p>Action A-Clerk: to check insurance details CP to get a firm quote to replace the door.</p>
LOCALITY (HERITAGE, ENVIRONMENT, CLIMATE CHANGE & PROW)		
	<p>PROW –</p> <p>a) Comments & Issues: Cllr Lay relayed that there have been several reports of blockages and issues and she told CPC that CC contractor Bob Saunders had said there would need to be a temporary closure on one of them. Cllr Lay reported that she had been also been informant that contractors for cutting PROW did not have to stick to rules and best practice guidelines for cutting times. There was some discussion about the need to adhere to best practice guidelines whenever possible. Cllr Allen questioned the Highways Act being used by the future CPC LMP contractor rather than the Countryside Act best practice rules. Acting Clerk asked to comment on LMP progress: two expressions of interest received, and documents posted out for the LMP tender process. She raised the point that CC contract Bob Saunders had asked that in the interests of parity in the tender process that CPC send the cutting schedule out to all applicants. This was voted on and agreed. Cllr Lay highlighted that A-Clerk going to great lengths to ensure parity within the tender process.</p> <p>b) Walking routes: Cllr Parnell put the development of a set of walking routes to CPC. Cllr Lay mentioned the new Crowan Parish Walking Group on Facebook which is growing and active. She suggested getting the walking routes in downloadable form on the CPC website. Cllr McLeod expressed his disappointment that earlier work may have been overlooked. The Acting Clerk assured Cllr McLeod that his earlier work had not gone to waste and they were to be the starting points for the new set of routes.</p> <p>c) Signage: CC contractor had intimated to Cllr Lay that CPC is in line for funding for signage and repairs to styles etc. Following on from Sandra Muriel’s questions in the last Full CPC meeting Cllr Lay is pushing CC for more signs (particularly finger posts) in the Parish. Cllr Jenkin asked about a path survey for signage. Cllr Lay to pursue monitoring and signage for footpaths. A-Clerk asked for</p>	<p>P: LJ S: JL All in favour</p> <p>Action A-Clerk: send out cutting schedule interested parties</p> <p>Action JL: to chase up CC about signage and monitoring</p>

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	<p>clarification around asking ‘volunteers’ who need to be acting in their personal capacity. Cllr Jenkin said they cannot be called volunteers as they can be seen as acting for the Council. Cllr Parnell went on to ask about compiling a list of landowners whose land contains or is adjacent to PROW. This point raised discussion about GDPR and contacting landowners and consent. Cllr Rogers highlighted the need for positive communication. Cllr Berryman pointed out that lots of land is rented out so it isn’t just landowners who need to be sought out. A-Clerk asked for suggestions of groups to post with such as NFU or young farmers: Cllr Jenkin suggested Cornwall Association of Smallholders. Cllr Berryman suggested large local operators such as Riviera and SEF who rent a lot of ground.</p>	<p>Action A-Clerk: to collate footpath problems and signs and to put out public notices for landowners with PROW to actively join a CPC list</p>
02/21/AC13	<p>WHS SIGN FOR BINNER DOWNS - Update regarding progress (email from Ainsley Cocks at CC): Cllr Jenkin reported that it is progressing but slowly and suggested short term signage might help with immediate problems. Also contact the present management in relation to damage from misuse by motorcyclists.</p>	<p>Action A-Clerk & CP: contact present management at CC</p>
02/21/AC14	<p>TREASURE PARK a) Transfer Progress: waiting b) Potential Usage & Management: Cllr Parnell mentioned Public Forum input. It was suggested that we need a formal consultation for its use. Maintain until that time. c) Car Parking: refer to Public Forum. Cllr Jenkin also highlighted the issues with the gate being unlocked and a pedestrian access in place ASAP.</p>	<p>Action CP: contact present management about gate A-Clerk to get present management regime from CC</p>
02/21/AC15	<p>TREE SURVEY & ASH DIEBACK Co-ordinator required: discussion about how to proceed and what CPC responsible for. Cllr Roberts asked why we can’t just cut down trees with Ash Dieback: Cllr Jenkin and Acting Clerk clarified developing guidance for felling.</p>	<p>Action A-Clerk: book tree survey</p>
02/21/AC16	<p>FLOOD WARDEN To appoint a new Flood Warden: Discussion about the need for more than on Flood Warden from Cllr McLeod and how to advertise for Flood Wardens for the villages. Acting Clerk pointed out that we had had several complaints about flooding and inaction by CC. Cllr Jenkin mentioned that the bank on the Beeble had collapsed again and offered to chase up with CC.</p>	<p>Action LJ: contact CC about Beeble bank collapse</p>

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HIGHWAYS (COMPLAINTS, SIGNAGE, SPEEDING)		
02/21/AC17	FINGERPOSTS Outstanding issues a) Sandra Muriel request in Public Forum FPCM 11/02/2021: discussion earlier plus Cllr Jenkin mentioned delay because of foundry closure.	
02/21/AC18	ROAD CLOSURE Howe Downs: reported on by Acting Clerk.	
02/21/AC19	TRAFFIC CALMING TOWNSHEND Local feedback: Cllr Jenkin says planned work complete and monitoring underway. Cllr Allen asked about overhanging hedge on build out. A lengthy heated discussion ensued relating to documentation/consultation portal/safety. Cllr Jenkin suggested we wait for monitoring report.	
DIARY DATES		
02/21/AC20	1. Next Full Parish Council Meeting to be held remotely via Zoom on Thursday 11 TH March 2021 at 7PM 2. Next Amenities and Highways Meeting – date TBC: It was decided not to schedule the next A & H Meeting due to election dates. Cllr Allen asked for future meetings be scheduled prior to Full CPC meetings going forward. This was broadly agreed.	
	Meeting Closed @	2115 hrs

CLOSED SESSION		
	Meeting Closed @	

