

**CROWAN PARISH COUNCIL**  
**NOTICE AND AGENDA OF ANNUAL PARISH COUNCIL AND FULL**  
**PARISH COUNCIL MEETING TO BE HELD AT CROWAN PARISH**  
**ROOMS ON 19<sup>th</sup> MAY 2022 AT 7.15**



13<sup>th</sup> May 2022

TO: All Members of Crowan Parish Council

Dear Councillor

You are hereby summoned to attend the Annual Council Meeting of the Parish Council to be held **on Thursday 19<sup>th</sup> May 2022 at 1915 hours at Crowan Parish Rooms** for the purpose of transacting the business listed on the attached agenda.

Please note that this meeting follows the Annual Parish Meeting which will be held **at 1900 hours in the same venue on the same day**, which all councillors are invited to attend.

Please note that the start time of the Annual Council Meeting may be delayed if the Annual Parish Meeting overruns.

Yours faithfully.

Peter Curnow  
Parish Clerk

Email: [clerk@crowan-pc.gov.uk](mailto:clerk@crowan-pc.gov.uk)

Tel: 07713138374

Members of the public and press are invited to attend this meeting of the Council. Please note that attendance may be limited due to Covid restrictions. Minutes of Council Meetings are available to view on [www.crowan-pc.gov.uk](http://www.crowan-pc.gov.uk) and on the Prazz, Leedstown, Crowan and Nancegollan notice boards and Townshend Village Hall Notice Board.

(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 – members of the public are welcome to stay for some or all of the meeting. Any items brought to Council but not on the agenda may 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).

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NOTE THAT THE START OF THIS MEETING MAY BE DELAYED IF THE PARISH MEETING THAT PRECEDES IT OVERRUNS

## AGENDA

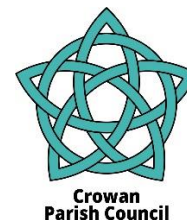
CHAIRMAN'S WELCOME:	
REF.	DESCRIPTION
22-04/01	<b>ELECTION OF THE CHAIR OF CROWAN PARISH COUNCIL</b> <i>To be followed by the signing of the Declaration of Acceptance</i>
22-04/02	<b>ELECTION OF THE VICE-CHAIR OF CROWAN PARISH COUNCIL</b>
22-04/03	<b>APOLOGIES FOR ABSENCE</b>
22-04/04	<b>MEMBERS' DECLARATIONS</b> a. Pecuniary/Registerable Interests    b. Non-Registerable Interests    c. Gifts
22-04/05	<b>PUBLIC FORUM</b>
22-04/06	<b>CORNWALL COUNCILLOR'S REPORT</b> To receive a report (verbal) from Cornwall Councillor Jenkin.
22-04/07	<b>PREVIOUS MINUTES</b> To approve the minutes of the Council meeting held on 14 April 2022.
22-04/08	<b>CLERK'S UPDATE REPORT</b>
22-04/09	<b>PLANNING - APPLICATIONS</b> To agree responses to Cornwall Council regarding planning applications received since the last meeting. Applications received after publication of this agenda may also be considered.
a.	<b>PA22/02945</b> Land Adj. Bolitho Vean Black Rock Erection of a agricultural building and creation of new access track (Councillors Mock & Parnell)
b.	<b>PA22/02372</b> Land At Pleasant View Polcrebo Downs Nancegollan. Excavation of a nature pond on site 35 metres x 25 metres x 1 metre (Councillors Smith & Mock)
c.	<b>PA22/02800</b> Land Off Carsize Lane Leedstown. Outline planning permission with all matters reserved for affordable led housing development - 2 affordable and 1 open market dwellings. Resubmission of PA21/11737 (Councillors Berryman & Allen)
d.	<b>PA22/02945</b> Land Adj. Bolitho Vean Black Rock Erection of a agricultural building and creation of new access track (Councillors Roberts & Jenkin)
e.	<b>PA22/03230</b> Willow Cottage Access Road To Vyvyans Terrace Nancegollan. Construction of two bedroom detached annexe plus single storey extension to existing dwelling to create additional bedroom with en-suite and demolition of existing porch and construction of flat roof conservatory (Councillors Mock and Roberts)
f.	<b>PA22/03064</b> Ferndown Praze. Erection of garage/storage building for steam engine and other collectables (Councillors Smith and Jenkin)
g.	<b>PA22/03664</b> Dixcarte Crowan Praze. Proposed conversion of redundant building to single dwelling (resubmission of PA21/10396).(Councillors Roberts & Jenkin)
h.	<b>PA22/03482</b> Noonvares House Noonvares Lane Townshend. Listed Building Consent for a revised application with minor amendments for the Conversion and extension of redundant barns into two residential units; Conversion of outbuilding to the south-east of Noonvares Farmhouse to ancillary office space; and Extension of Noonvares Farmhouse to the east, including the demolition of C20 lean-to and outbuilding (Planning approval PA20/09625 and Listed Building Consent PA21/08864). (Councillors Roberts & Mock)
i.	<b>PA22/01625</b> Land South Of Bolitho Barton Black Rock. Part retrospective: Construction of open sided agricultural field shelter (Councillors Berryman & Allen)

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	j. <b>PA22/04008</b> Proposal Permission in principle for proposed residential development. Land South Of Little Trefewha Praze (Councillors Parnell and Thould)
	<b>PLANNING - DECISIONS</b> To note decisions made by Cornwall Council regarding applications previously considered by the council.
	i. <b>PA22/00736 APPROVED</b> Ferndown Praze An Beeble. Alterations to existing dwelling to create annexe.
	ii. <b>PA22/02857 PRIOR APPROVAL NOT REQUIRED (AF/TEL/DEM).</b> Land At Higher Bolitho Black Rock. Prior Notification for agricultural storage building Parish
	iii. <b>PA22/01411 APPROVED</b> Clowance Wood Farm Clowance Wood Praze. Installation of a swimming pool.
	iv. <b>PA22/01372 APPROVED</b> Hallegan Manor Barn Hallegan TR14 9LT Proposal To change Artist Studio into a self-contained holiday let
	v. <b>PA22/00085 APPROVED</b> Land Adj To Barmichael Horsedowns TR14 0NL. Outline with all matters reserved: Residential dwelling.
	vi. <b>PA21/11319 APPROVED</b> Redundant Barns At Former Poultry Farm Crowan. Proposed conversion of two redundant barns into two detached dwellings
	vii. <b>PA22/02122 APPROVED</b> The Swallows Clowance Wood Farm Clowance. Extension to form accommodation for assisted living.
22-04/10	<b>BANK SIGNATORIES</b> To approve the bank signatories.
22-04/11	<b>APPOINTMENTS TO EXTERNAL BODIES</b> To review and agree councillor representation on external organisations.
22-04/12	<b>INTERNAL AUDIT REPORT FOR THE YEAR ENDED 31 MARCH 2022</b> To note and to agree any resulting actions.
22-04/13	<b>ANNUAL GOVERNANCE STATEMENT 2021/2022</b> To approve the report for signing by the Chairman.
22-04/14	<b>ACCOUNTING STATEMENTS 2021/2022</b> To approve the Statements for signing by the Chairman
22-04/15	<b>ANNUAL RETURN FOR THE YEAR ENDED 31 MARCH 2022</b> To agree the Annual Governance and Accountability Return form for the clerk to submit to the external auditors (PKF Littlejohn).
22-04/16	<b>STANDING ORDERS</b> To approve the Standing Orders for 2022/3.
22-04/17	<b>FINANCIAL REGULATIONS</b> To approve the Financial Regulations for 2022/3.
22-04/18	<b>ADMINISTRATION AND FINANCE (Including Meetings, Banking, Reporting, Invoicing, Audit, Budget, Contracts, HR and GDPR)</b> 1. To approve the Payments Schedule for April 2022 2. To note the monthly accounts
22-04/19	<b>QUEEN'S PLATINIUM JUBILEE</b> To hear an update and decide on any proposals from councillors Berryman, Roberts and Allen on how the parish council will mark the anniversary of the Queen's coronation.
22-04/20	<b>COMMUNITY INFRASTRUCTURE LEVY</b> To decide on a proposal regarding the CIL (Councillor McLeod).
22-04/21	<b>PROJECTOR</b> To agree the purchase of a projector for council meetings (Councillor Mock).

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22-04/22	<b>THE NAMING OF COUNCIL-OWNED AMENITIES AND FACILITIES</b> To agree how the council will in future decide on if and how its properties will be named (Councillor Jenkin)
22-04/23	<b>NOTICEBOARDS POLICY AND REVIEW</b> To consider actions to ensure that council documents are properly publicised on noticeboards in the parish (Councillor Jenkin)
22-04/24	<b>EXTERNAL ORGANISATIONS</b> Updates from councillor representatives on external organisations.
22-04/25	<b>ITEMS FOR FUTURE MEETINGS</b>
22-04/26	<b>EXCLUSION OF THE PRESS AND PUBLIC</b> If necessary, to resolve that in accordance with s.1(2) of the Public Bodies (Admission to Meetings) Act 1960, the Press and Public be excluded from the meeting during the consideration of the following business owing to the confidential nature of that business.
<b>DIARY DATES:</b>	
	Full Council – 9 <sup>th</sup> June 2022 at the Parish Rooms, Crowan. Amenities and Environment Committee – 29 <sup>th</sup> May 2022.

**Payments Schedule and Income Received During April 2022**

To be circulated before or tabled at the meeting.