

CROWAN PARISH COUNCIL

MINUTES OF THE A&E COMMITTEE HELD IN THE PARISH ROOM CROWAN ON WEDNESDAY 26 OCTOBER 2022 AT 7.15 P.M.



PRESENT	Councillors L Jenkin, K. Allen, C Parnell, C Merton and S Mock.
WELCOME	Councillor Parnell chaired the meeting and welcomed Councillors and the Clerk.
22-10/01A	APOLOGIES Councillors Wood, Roberts and Smith.
22-10/02A	MEMBERS' DECLARATIONS None made.
22-10/03A	PUBLIC FORUM None.
22-10/04A	PREVIOUS MINUTES The minutes of the meeting of 28 th July 2022 had previously been agreed as a true and accurate record by the full council.
22-10/05A	CLERK'S UPDATE - The fingers from the fingerpost - but not the post - of the sign missing from Nancegollan have been found at Iron Brothers in Wadebridge. Cormac has no record of having removed the fingers and/or post to Iron Brothers. Iron Brothers has quoted £700 plus VAT to repaint the fingers and make a new post and cast a new finial. The committee decided to refer the matter to the next council meeting. - A contractor has been secured to put up the replacement pole at the start of the Jubilee Walk linking Praze and Crowan; and to mend/rehang the door to the Praze telephone box housing the defibrillator. - The tree will be delivered this month to the home of Councillor Wood, who was thanked by the committee for this. Councillors Mock and Jenkin to consider arrangements for its planting. - The Clerk reported that his fruitless attempts to acquire a management plan from Cormac led him to believe that no such plan existed. This was corroborated by Councillor Jenkin. Discussion followed about whether a management plan was necessary and how the council would agree broad outlines for a plan that a contractor would turn into specific actions.
22-10/06A	COUNCIL ACTION PLAN The revised Action Plan had been previously circulated. The committee agreed the need to monitor the council's estate and ensure it is fit for purpose. Councillor Parnell agreed to add the bus shelters and litter bins to the Action Plan, and monitoring of facilities in the parish owned and maintained by Cornwall Council (bus shelters, signs etc.).
22-10/07A	A2 – PLAY and SPORTS FACILITIES - Councillor Mock said the latest reports had no significant issues. Councillor Jenkin said that she will meet Coastline and Cornwall Council staff at Nancegollan in her Cornwall Councillor role and would ask the company about contributing to the cost of the replacement of the village's play equipment. The lack of play facilities in Townshend – where there is no publicly-owned space – was noted. It was AGREED THAT council should be asked to create a £20,000 earmarked reserve for the replacement of the Nancegollan play equipment. - The committee discussed various issues relating to the benches owned by the council in the parish. Councillor Merton (Praze Plan), Councillor Jenkin (Tom Christopher Playing Field) and Councillor Parnell (Nancegollan playing field) will inspect council benches and advise the Clerk of any need for maintenance. - Correspondence and conversations with Cornwall Council Planning Department had not clarified whether planning permission should be sought for the proposed storage container. Other options including the Village Hall Committee sharing the extant, underused container with the football club, and siting a small shed/container on one of the forthcoming parking spaces adjacent to the new development, were discussed. Councillor Parnell to talk to the Village Hall committee and the Clerk to discuss sharing the container with Praze FC. - The Clerk reported excellent relations with the three teams using the pitches at Leedstown and Nancegollan. Payments are up to date. Both Leedstown FC and Praze FC are cutting areas of the pitches as they say the current frequency of cutting is not sufficient during the football season.

	The Clerk will seek written confirmation that the people using the mowers are properly qualified and insured to carry out this work. e) The contract for the new play equipment has been formally awarded to Wicksteed. Company representatives are to meet with the Clerk and the Chair on 8th November at midday to agree timescales. Wicksteed has contacted the Clerk regarding likely delays in sourcing equipment. The Clerk has yet to seek a contractor to remove the current equipment. f) On behalf of the council, councillors Parnell and Jenkin and the Clerk are to meet the management trustees and cricket club representatives to agree next steps in securing the future of Praze playing field. The present management trustees want the parish council to take over that role and to be custodian trustees. The cricket club will need to sign a formal lease for use of the ground. Legal support will be required and will have to be financed. The Clerk will seek indicative figures from its usual solicitor for carrying out the work. g) The meeting discussed monthly and annual play equipment inspections and agreed council should formally agree to tender for both services with new contracts commencing in April 2023.
22-10/08A	A-3 PROW DEVELOPMENT a) Councillor Burton-Davey was absent and will be asked to circulate a report via the Clerk. b) The Clerk said he and Councillor Burton-Davey had not located the discs for the Nancegollan circular walk. The search will continue. c) No issues with PROW signage has been reported.
22-10/09A	A-4 COUNCIL FACILITIES and OPEN SPACES PROTECTION a) As noted above, no Management Plan existed for Jubilee Park before its transfer to the parish council. Issues including ensuring vehicular access is managed, public consultation on the park, ensuring trees are safe etc. were discussed. The Clerk will see whether a relevant tree survey exists and seek the cost for one if not. Commissioning the installation of a field gate will be discussed at the next council meeting. b) The £5,000 has not been received. The Clerk will send Cornwall Council an invoice. c) The Clerk reported that the repair to the Praze telephone kiosk is underway. d) The state of the Praze WC was raised in relation to the absence of proper waste disposal facilities and a baby-changing unit and the poor state of the floor. The Clerk reminded councillors that he had raised these matters several months ago and the council had declined at that time to act. The Clerk will research the cost of rectifying these items and bring a report to a future committee meeting.
22-10/10A	A-5 SUSTAINABILITY and ENVIRONMENTAL a) Councillor Burton-Davey will be asked to report at the next meeting.
22-10/11A	A-6 COMMUNITY MATTERS a) Reports on the trials of the 20mph schemes are to be published in January 2023. No such trials are taking place in the parish. b) Councillor Parnell introduced the Defibrillator Protocol to the committee. The Clerk said the system would work better if councillors took responsibility but the committee agreed that he should stay at the centre of the procedure. After discussion, the committee agreed to recommend to the council that the Protocol be adopted as council policy. The Clerk will approach former councillor Berryman and then a representative of the Townshend Village Hall Committee if a volunteer would maintain the AED in the village as required by the protocol. c) Council will engage with the Praze Institute to explore the possibility of the council becoming guardian trustees of the building. The Clerk will contact the council's usual solicitors for a cost for carrying out the work. d) No issues requiring the council's attention has been reported. e) The committee discussed this matter in some detail and agreed that the Leedstown noticeboard should be replaced and relocated away from the private property in which it currently sits. The Clerk will seek costs for a replacement noticeboard and Councillor Parnell will discuss locating the sign on the property of a local resident which is adjacent to the pavement. The committee agreed that the best spot for a community noticeboard in Praze is outside the shop, rather than on the Plan – Councillor Parnell will discuss this with the shop's owners and continue discussions with the Nancegollan Village Hall Committee about a community noticeboard in that village. f) The Clerk reported that the Praze Christmas Lights Committee had approached him for permission from the council to put lights on The Plan and have the cost of powering them met from council funds. The committee proposes reduced hours of illumination in recognition of the current economic difficulties. The Clerk will circulate the correspondence to councillors, correspond with

	Townshend and Nancegollan village hall committee and put the matter to the next council meeting.
22-10/12A	SHARED PROSPERITY PLAN It was agreed that the parish council is not ready to bid for funds this financial year.
22-10/13A	COMMUNITY NETWORK AREAS Cornwall Council is consulting on proposals to reduce the number of CNAs to reduce administrative costs. A meeting on 2 nd November will decide on various options, some of which seem to be more beneficial to the parish council than others. The committee agreed that the council's CNA representatives should be authorised to consider the matter at the meeting and vote in what they believe to be the parish council's best interest.
22-10/14A	ITEMS FOR FUTURE MEETINGS • Review of the Neighbourhood Development Plan.
22-10/15A	COMMITTEE CHAIR AND VICE-CHAIR Councillor Parnell advised that he was only informally appointed as Vice-Chair of the committee to support the previous Chair who has since left the council. He does not wish to continue in the role. The election of a Chair and Vice-Chair for the committee will be decided at the next council meeting.
22-10/16A	EXCLUSION OF THE PRESS AND PUBLIC The committee RESOLVED 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.
22-10/17A	GRASS-CUTTING The Clerk tabled a report on the finances of the grass-cutting contract. After discussion, it was agreed that the Clerk should develop a revised contract to be put to tender with a new contract being in place from April 2023. The Clerk was asked to engage a contractor to carry out hedge cutting on parish council property.
22-10/12A	DATE OF NEXT MEETING To be decided at the council meeting on November 10 th .

The Chair closed the meeting at 22.41.