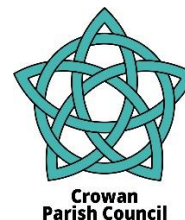


**CROWAN PARISH COUNCIL**  
**NOTICE AND AGENDA OF FULL PARISH COUNCIL MEETING**  
**TO BE HELD AT CROWAN PARISH ROOMS ON 11 MAY 2023 AT 7.15 IN**  
**CROWAN PARISH ROOMS**



4<sup>TH</sup> May 2023

TO: All Members of Crowan Parish Council

Dear Councillor

You are hereby summoned to attend a meeting of the Parish Council to be held **on Thursday 11<sup>th</sup> May 2023 at 1915 hours at Crowan Parish Rooms** for the purpose of transacting the business listed on the attached agenda.

Please note that the meeting will be preceded at 1900 hours by the Annual Parish Meeting to which all councillors and residents of the parish are invited to attend.

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 Praise, 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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## AGENDA

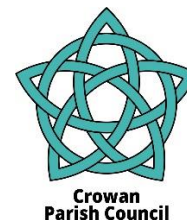
CHAIRMAN'S WELCOME:	
REF.	DESCRIPTION
23-05/01	<b>APOLOGIES</b>
23-05/02	<b>PUBLIC FORUM</b>
23-05/03	<b>MEMBERS' DECLARATIONS</b> a. Pecuniary/Registerable Interests   b. Non-Registerable Interests   c. Gifts
22-05/04	<b>ELECTION OF THE CHAIR OF CROWAN PARISH COUNCIL</b> <i>To be followed by the signing of the Declaration of Acceptance</i>
22-05/05	<b>ELECTION OF THE VICE-CHAIR OF CROWAN PARISH COUNCIL</b>
23-05/06	<b>MEMBER CO-OPTION</b> To consider an application by Claire Mann to join Crowan Parish Council.
23-05/07	<b>PREVIOUS MINUTES</b> To approve the minutes of the Council meeting held on 13 <sup>th</sup> April 2023 and of the meeting of the Amenities and Environment Committee on 4 <sup>th</sup> May 2023.
23-05/08	<b>CORNWALL COUNCILLOR'S REPORT</b> To receive the monthly Cornwall Councillor's Report (verbal) from Councillor Jenkin.
23-05/09	<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>PA23/02728</b> Atlantic View Carvolth Praze Lawful development certificate for existing use of dwelling for in excess of 10 years in breach of the condition on planning permission W/KR/64/18513 (Councillors Smith and Burton-Davey)
	b. <b>PA23/02692</b> Trevoole Barn Trevoole Revised and reduced scheme for Alterations and Extensions to Existing Dwelling (Councillors Mock and Parnell)
	c. <b>PA23/01767</b> Kimberley Praze Road Leedstown Two storey extension and extension of decking externally (Councillors Burton-Davey and Woods)
	d. <b>PA23/02036</b> Tremayne Villa Farm Tremayne Application for a Lawful Development Certificate for an Existing Use of a caravan for ancillary accommodation (Councillors Thould and Smith)
	e. <b>PA23/02489</b> Heatherside Releath Variation of Condition 2 (approved plans) of Application No. PA16/00742 dated 8th April 2016 (Demolition and Replacement of existing house with a new dwelling) (Councillors Parnell and Merton)
	f. <b>PA23/03062</b> Releath Common Farm Black Rock Certificate of lawfulness for existing use of the joining of two buildings to form a single 4 bedroom dwellinghouse (Councillors Jenkin and West)
	g. <b>PA23/02841</b> Vyvyans Terrace Nancegollan Proposed demolition of existing rear extension / out buildings, and erection of new rear single-storey extension (Councillors Mock and Thould)
	h. <b>PA23/03038</b> Sunnysdene Horsedowns Praze Proposed loft conversion and addition of roof lights (Councillors Parnell and Woods)
	i. <b>PA23/02758</b> The Stables Clowance Wood Farm Clowance Wood Proposed extension (Councillors Merton and Mock)
	j. <b>PA23/03023</b> Old Dairy Cottage Praze Road Leedstown Kitchen Extension (Councillors Jenkin and Wood)

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	<p><b>PLANNING - DECISIONS</b>  To note decisions made by Cornwall Council regarding applications previously considered by the council.</p> <p>i. <b>PA22/02772</b> Land North East Of Carsize Cottage Carsize Lane Leedstown Conversion of Existing Barn to Dwelling &amp; Associated Works REFUSED</p> <p>ii. <b>PA22/11070</b> Land And Buildings West Of Cargenwen Farm Cargenwyn Construction of single Coach House with Four Garages Ward REFUSED</p> <p>iii. <b>PA23/00855</b> 2 St James Place Praze Road Leedstown. Listed Building Consent for Demolition of existing outbuilding and constriction of replacement detached triple garage with incidental room above APPROVED</p> <p>iv. <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. WITHDRAWN</p> <p>v. <b>PA20/10907</b> Amenity Area St James Place Praze Road Leedstown Cornwall TR27 6DS Proposal Outline planning permission with some matters reserved for affordable led housing scheme for four dwelling REFUSED</p>
23-05/10	<p><b>BANK SIGNATORIES</b>  To approve the bank signatories (Chair).</p>
23-05/11	<p><b>APPOINTMENTS TO EXTERNAL BODIES</b>  To review and agree councillor representation on external organisations (Chair).</p>
23-05/12	<p><b>STANDING ORDERS</b>  To approve the previously-circulated Standing Orders for 2023/4 (Chair).</p>
23-05/13	<p><b>FINANCIAL REGULATIONS</b>  To approve the (unchanged) Financial Regulations for 2023/4 (Chair).</p>
23-05/14	<p><b>RISK ASSESSMENT</b>  To approve the Risk Assessment (Chair).</p>
23-05/15	<p><b>INTERNAL AUDIT REPORT FOR THE YEAR ENDED 31 MARCH 2023</b>  To note and to agree any resulting actions (Clerk).</p>
23-05/16	<p><b>ANNUAL GOVERNANCE STATEMENT 2022/23.</b>  To approve the report for signing by the Chairman (Clerk)..</p>
23-05/17	<p><b>ACCOUNTING STATEMENTS 2022/3.</b>  To approve the Statements for signing by the Chairman (Clerk)</p>
23-05/18	<p><b>ANNUAL RETURN FOR THE YEAR ENDED 31 MARCH 2023</b>  To agree the Annual Governance and Accountability Return form for the clerk to submit to the external auditors (Clerk).</p>
23-05/19	<p><b>FORMER COUNCILLOR RECOGNITION</b>  To hear a proposal that the service given to the people of Crowan Parish by former parish councillor should be marked by the parish council (Councillor Allen).</p>
23-05/20	<p><b>NANCEGOLLAN DEVELOPMENT</b>  To consider a response to communication received from Coastline Housing regarding the transfer of land to the parish council (Chair).</p>
23-05/21	<p><b>PRAZE PUBLIC TOILETS</b>  To receive a report on the costs of upgrades and decide whether to proceed (Clerk)</p>
23-05/22	<p><b>COMMUNITY INFRASTRUCTURE LEVY ROUND 3</b>  To determine if and how a bid will be made by Crowan Parish Council in 2023 (Clerk).</p>
23-05/23	<p><b>REQUESTS FOR GRANTS</b>  To respond to requests from  Cornwall Air Ambulance to help meet the cost of an Extension Project  Praze Cricket Club to help meet the cost of a Coronation Party held on 7<sup>th</sup> May</p>

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23-05/24	<b>AMENITIES AND ENVIRONMENT COMMITTEE</b> To consider recommendations from the Amenities and Environment Committee meeting held on 4 <sup>th</sup> May 2023 (Councillor Thould).
23-05/25	<b>QUEEN'S PLATINIUM JUBILEE</b> To hear any updates (all councillors).
23-05/26	<b>EXTERNAL ORGANISATIONS</b> To hear updates from councillor representatives on external organisations.
23-05/27	<b>CLERK'S UPDATE AND BRIEF REPORTS FOR THE MEETING</b>
23-05/28	<b>ADMINISTRATION AND FINANCE (Including Meetings, Banking, Reporting, Invoicing, Audit, Budget, Contracts, HR and GDPR)</b> <ul style="list-style-type: none"> <li>To approve the Payments Schedule for February 2023 (to be tabled)</li> <li>To note the April 2023 accounts (to be tabled)</li> </ul>
23-05/29	<b>ITEMS FOR FUTURE MEETINGS</b> Suggestions for items for future meetings (all councillors).
23-05/30	<b>EXCLUSION OF THE PRESS AND PUBLIC</b> 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.
23-05/31	<b>CLERK PENSION CONTRIBUTIONS</b> To review the Employer contribution to the clerk's pension as agreed (22-04/17).
<b>DIARY DATES:</b>	
	Full Council – Thursday 8 <sup>th</sup> June 2023 at 7.15 the Parish Rooms, Crowan. Amenities and Environment Committee – TO BE DECIDED.

Payments Schedule, Accounts and other documents to follow or to be tabled at the meeting.