

CROWAN PARISH COUNCIL

MINUTES OF THE A&E COMMITTEE HELD IN THE PARISH ROOM

CROWAN ON THURSDAY 29 JUNE 2023 AT 7.15 P.M.



PRESENT	Councillors J. Thould, L. Jenkin, C. Merton and C. West
WELCOME	Councillor Thould welcomed Councillors and the Clerk.
23-06/01A	APOLOGIES Councillors K Allen, S Mock and D. Smith.
23-06/02A	MEMBERS' DECLARATIONS None made.
23-06/03A	PUBLIC FORUM None.
23-06/04A	PREVIOUS MINUTES The minutes of the meeting of 4 May 2023 had previously been agreed as a true and accurate record by the full council. In relation to the Fordh Trevenwen development, a resident of Nancegollan had written to the Clerk and council Chair asking for bars to be installed to prevent children running pell-mell onto Chapel Terrace. The committee asked the Clerk to refer the matter to Coastline and to advise the resident.
23-06/06A	CLERK'S UPDATE REPORT The Clerk reported that. • CIL Round 3 Expression of Interest feasibility study for funds to put towards cost of Nancegollan highways improvements had been submitted • Various minor works around the parish had been agreed with a contractor • The baby change unit and floor paint for the toilet had been acquired and a dirty waste collection initiated • Contact had been made with the resident about placing a noticeboard on her wall • Works on the Praze office would commence on July 4th • Quotes sought for the removal of the dying ash tree on The Plan • Simon Wood has agreed to update council on Speedwatch and Leedstown Village Hall • The council's solicitor had been given documents relating to Praze Institute The Clerk read out emails • regarding the Helston Solar Farm Project • from the contractor responsible for annual play equipment inspections in which assurances about the quality of future reports were given and the last invoice withdrawn • from the contractor responsible for monthly play equipment inspections which stated that high level inspections of parish council equipment were not require
23-06/06A	LEVELLING UP FUND The Clerk reminded the committee that funds are available from the LUF with Expressions of Interest being sought by Cornwall Council. He suggested that the Fund represented an opportunity for the council to part-fund a project in the parish and that, if pursued, a suitable project and working group or other mechanism should be agreed to progress it for agreement at the September council meeting. It was agreed that the matter should be dealt with at the Council meeting on 13 July 2023. <i>The Clerk will write to all councillors asking for schemes and add the matter to the July meeting agenda.</i>
23-06/07A	PRAZE INSTITUTE The committee heard that progress had now been made, with the trustee and management committee agreeing that John Dunstan would represent their legal interests. This is an important development as the council's lawyer had advised he could not continue unless the Institute was legally represented. The Clerk advised that on the council's behalf he had: • Slightly amended and approved a letter from the council solicitor to John Dunstan in which he asks six questions to clarify and move the matter on; • Signed and returned the Engagement Letter authorising Randle Thomas to act on the council's behalf.

	<i>The Clerk will update councillors on progress periodically.</i>
23-06/08A	PRAZE PLAYING FIELD Councillor Jenkin reported that the matter is now in the hands of the council's lawyer, who is awaiting the signed copy of the Deed of Appointment and Retirement of Trustees, which is to be signed by some or all of the present trustees. It is known that two will definitely step down, and the third is likely to remain a trustee. The working group was assured by John Dunstan that he will expedite matters. <i>The Clerk will update councillors on progress periodically.</i>
23-06/09A	GRASS CUTTING Councillor Burton-Davey was absent and so did not speak to this matter. The committee agreed that it was important that Standing Orders should be followed and that no councillor should discuss the delivery of a council service with the contractor providing it unless duly authorised.
23-06/10A	PLAY EQUIPMENT MONTHLY AND ANNUAL INSPECTION REPORTS There was discussion about the need for work identified in the Inspection Reports to be carried out promptly. The Clerk asked for clarification from the committee on the extent and when he should initiate repairs to play equipment and was assured he had the committee's report to commission work within his financial remit and according to his interpretation of the play inspection reports. The Clerk will initiate the small works highlighted in the most recent report and continue to do so with future reports, bringing non-urgent matters beyond his authorisation limit to the next council meeting for authorisation.
23-06/11A	PRAZE PLAYING FIELD The working group reported that the matter is now with the council's solicitor, who has been asked to prepare a Deed of Retirement and Appointment.
23-06/12A	JUBILEE PARK, SCHEME OF WORK, MANAGEMENT PLAN AND CONSULTATION There was no report from the Working Group, which Councillor West agreed to join to replace Simon Wood. There was a discussion about the deployment of a gate to prevent vehicular and allow pedestrian access and a scheme agreed. <i>The Clerk will engage a contractor to carry out the work as agreed by the committee.</i>
23-06/13A	ENVIRONMENT The committee heard that the stile in Crowan reported to Cornwall Highways had had the rotten timbers removed but is unsteady when stepped on. Councillors considered the structure acceptable in the short-term, but want it reinstated to its original sturdiness. <i>The Clerk will write to Cornwall Highways to request that the stile is rebuilt.</i>
23-06/14A	EXCLUSION OF THE PRESS AND PUBLIC There being no further business, a motion to exclude the press and public was not put to a vote.
23-06/12A	DATE OF NEXT MEETING To be decided.

The Chair closed the meeting at 20.36.