

**CROWAN PARISH COUNCIL**  
**MINUTES OF FULL PARISH COUNCIL MEETING**  
**HELD AT CROWAN PARISH ROOMS**  
**ON THURSDAY 13 JULY 2023 AT 7.15PM**

<b>PRESENT:</b> Councillors L Jenkin, K Allen, C Merton, D Smith, C Parnell, C Mann, C West and J Thould.	
<b>CHAIRMAN'S WELCOME:</b> The Chair welcomed councillors, the Clerk and three members of the public.	
<b>ITEM</b>	
23-07/01	<b>APOLOGIES</b> Councillor S Mock.
23-07/02	<b>PUBLIC FORUM</b> A resident explained that a planning application submitted by herself and her husband resolved a number of family issues. She said that demolition of the house is essential and that it would fall in in a short number of years unless action is taken. The Chair remarked that one of the applicants is well-known to some councillors as a former parish councillor and advised councillors to disregard any relationship when considering the application. The Clerk confirmed that councillors could make a recommendation in the normal way assuming that they had no interests in the matter.
23-07/03	<b>MEMBERS' DECLARATIONS</b> None.
23-07/04	<b>PREVIOUS MINUTES</b> <b>RESOLVED THAT</b> the minutes of the meeting of the parish council held on 8 June 2023, and those of the meeting of the Amenities and Environment Committee held on 29 June 2023, should be signed by the Chair as true and accurate records.
23-07/05	<b>CORNWALL COUNCILLOR'S REPORT</b> Cornwall Councillor Jenkin reported that she had attended a meeting of the Health and Social Care Overview and Scrutiny Committee which had considered a report on the urgent care centre at West Cornwall Hospital, which was often closed early or overnight due to staffing pressures. This exacerbated problems for people in the parish caused by Helston MIU being sporadically closed when staff are transferred to Camborne-Redruth Community Hospital. Councillor Jenkin also reflected on the rejection of the parish council's bid for funds from the Community Infrastructure Levy for traffic calming at Nancegollan. Council agreed that the proposal should be put forward for funding from community levelling up money where early bids are more likely to be successful. The Clerk will acquire and email to all councillors a petition about WCH circulated to other councils by West Cornwall Healthwatch.
23-07/06	<b>PLANNING – APPLICATIONS</b>
(a)	<b>PA23/02736</b> Conversion of redundant barn to dwelling. Trevoole Farm, Trevoole. The parish council does not believe that this is a building that is suitable for conversion. Council believes that it fails to meet building regulations due to the large amount of glass it contains, and so believes the structure should be classed as a new build in the countryside. It does not conform to the Local Plan nor to the Neighbourhood Development Plan, and so disputes that it is a redundant building suitable for conversion. <b>OBJECTION.</b>
(b)	<b>PA23/04310</b> Demolition of existing dwelling and garage and construction of replacement dwelling and double garage. Little Polglase, School Road, Leedstown. Crowan Parish Council recognises that the extant building is in an extremely parlous state and will collapse at some in the near future. The proposed rebuild replaces the building virtually exactly but will be a much more attractive sight than its predecessor. The design is suitable and appropriate and the site is not overlooked. Demolition is fully-justified. <b>SUPPORTED.</b> The previously-circulated planning decisions made by Cornwall Council were noted. In addition, the Clerk reported that PA23/01767 (extension of rear decking at Kimberley, Praze Road, Leedstown) had been approved.

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23-07/07	<p><b>DEPARTING COUNCILLORS</b></p> <p>Councillor Burton-Davey was absent from the meeting. She will be asked to report to the next meeting.</p>
23-07/08	<p><b>BADGES FOR COUNCILLORS</b></p> <p>Councillor Parnell opined that it would be good for parishioners, the council and individual councillors if members had name badges with photos. Council</p> <p style="text-align: center;"><b>RESOLVED THAT</b> the Clerk should investigate and arrange a photo session in the autumn for headshots to be taken.</p> <p>The Clerk was also asked to have up-to-date councillor contact details on all noticeboards.</p>
23-07/09	<p><b>DONATION</b></p> <p>THE Clerk read a letter from a resident of Crowan, who had donated £600 in memory of her husband of many years to the parish council. She had asked that the money be used for the benefit of young people in Praze. Councillors asked the Clerk to send a card to the resident to express their gratitude at the generosity of the donation. Councillor Mann agreed to contact Young People Cornwall and Crowan Parish Church about possible youth projects in the area to which the money could be put and report back to the next meeting.</p>
23-07/10	<p><b>ENVIRONMENT</b></p> <p>Councillors expressed concern that some public rights of way in the parish were becoming unpassable and questioned whether the work that the council had paid for had actually been carried out. The Clerk stated his belief that the contractor is trustworthy, and councillors agreed that the recent weather had encouraged sudden and extensive growth. Nonetheless, councillors were upset that this vital resource was being denied to people and</p> <p style="text-align: center;"><b>RESOLVED THAT</b> the Clerk should contact the contractor, express the council's discontent with the state of the footpaths, and urge the company to prioritise clearing the council's PROW.</p> <p>The Clerk will send the cutting schedule and LMP information to all councillors.</p>
23-07/11	<p><b>AMENITIES AND ENVIRONMENT COMMITTEE</b></p> <p>The committee Chair reported on the activities of the committee. It was noted that the Nancegollan traffic calming project was likely eligible for funding via the Community Levelling Up Fund. Council</p> <p style="text-align: center;"><b>RESOLVED THAT</b> an Expression of Interest in the Community LUF should be entered by the working group with the assistance of the Community Network Partnership officer.</p> <p>The Clerk reported that the separate processes whereby the council would take up trusteeship of Praze Institute and Playing Field were ongoing, with matters now in the hands of solicitors. The need to replace a bench at Tom Christopher's Field was agreed and Council</p> <p style="text-align: center;"><b>RESOLVED THAT</b> authority be delegated to the Chair, Chair of the Amenities and Environment Committee and Clerk to purchase and install a vandal-proof bench.</p>
23-07/12	<p><b>QUEEN'S PLATINUM JUBILEE</b></p> <p>There were no updates for this standing item, which council decided should be renamed "Coronation Consultation Event". The working group (councillors West, Burton-Davey, Jenkin and Mann) agreed to meet to develop a plan for a consultation event in Jubilee Park, leading to the publication of a Management Plan for it.</p>
23-07/13	<p><b>EXTERNAL ORGANISATIONS</b></p> <p>Council heard that Nancegollan Village Hall has submitted a bid against the Good Growth Fund for an upgrade of facilities that includes new flooring, toilets, a bigger kitchen and</p>

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	<p>second meeting room. The committee has also contacted the developer of Fordh Trevenwen inviting the first residents to a welcoming event in the village hall, a proposal warmly welcomed by councillors.</p> <p>Praze Institute Committee continues to develop services in the hall. The committee was disappointed that there were few visitors on the day of the Show.</p> <p>Townshend Village Hall committee has sought quotes for the replacement of windows on the south-west facing wall, which was reported as not being listed. The committee needs to agree and publicise various policies in relation to the Charity Commission. The AGM will be held on 5<sup>th</sup> August.</p>
23-07/14	<p><b>CLERK'S UPDATE AND BRIEF REPORTS FOR THE MEETING</b></p> <ul style="list-style-type: none"> <li>a) Planning permission has been sought for the felling of the ash tree on The Plan, Praze. Tenders have been sought from five companies.</li> <li>b) A contractor has agreed to install a gate in Jubilee Park, Leedstown.</li> <li>c) Floor paint and the baby change unit have been acquired for the public toilet, and a contractor will undertake the work shortly. A clinical waste contract has commenced.</li> <li>d) Work to convert the office in the Praze Community Building has started.</li> <li>e) There being no-one in the parish who requested that an election should be held, a casual vacancy resulting from the resignation of Simon Wood has been advertised.</li> <li>f) Mariners FC has requested that the council invoice the club for pitch hire for next season's matches.</li> <li>g) Councillor West has contacted the Clerk advising that she would like to attend a training course to improve her performance as a councillor.</li> </ul> <p>As a result of the report, Council</p> <p style="padding-left: 40px;"><b>RESOLVED THAT</b> the fee for hiring the Nancegollan pitch should increase by £5 to £40 per match; and that councillor West's fee of £35 for attending the training will be met by the council.</p>
23-07/15	<p><b>ADMINISTRATION AND FINANCE (Including Meetings, Banking, Reporting, Invoicing, Audit, Budget, Contracts, HR and GDPR)</b></p> <p>The Clerk presented the Payments Schedule for June 2023 and said he was recommending payments of invoices totalling £11,003.10 including £658.64 in reclaimable VAT. As well as regular payments, this included £1,251.84 for the felling of trees in Jubilee Park; £1,458.62 for the first PROW cut; and £3,969.00 as the first of two payments for the refurbishment of the council office. Some income will offset some of these payments later in the year. The Clerk apologised for not being able to present a balanced reconciliation of accounts and bank statements as a small difference remained. When resolved, he will send the reconciliation to all councillors and ask the Chair to sign for June, July and August at the September meeting. The Clerk presented the budget figures for the end of June 2023 that showed the council has 77,566.81 in the Unity account. Council</p> <p style="padding-left: 40px;"><b>RESOLVED THAT</b> the payments listed in the Payments Schedule be made and that the accounts for June 2023 be accepted.</p>
23-07/16	<p><b>ITEMS FOR FUTURE MEETINGS</b></p> <p>None proposed.</p>
23-07/17	<p><b>DATE OF NEXT MEETING</b></p> <p>Council decided that there would not be an additional meeting in July 2023 and</p> <p style="padding-left: 40px;"><b>RESOLVED THAT</b> the next meeting of the Amenities and Environment Committee will be held on 31 August 2023; and that the authority to comment on any applications received between the date of this meeting and the end of August is delegated to the Chair, Councillor Smith and the Clerk.</p>

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23-07/18	<b>EXCLUSION OF THE PRESS AND PUBLIC</b> Council <b>RESOLVED THAT</b> 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.
23-07/19	<b>CLERK TERMS AND CONDITIONS</b> The Clerk left the meeting at 21.37. The Staffing Committee reported on a letter it had received from the Clerk in which he made requests relating to his place of work and job evaluation. The matters were discussed and council agreed that the Staffing Committee will respond to the Clerk outside the meeting. The Clerk returned at 21.49.
	<b>DIARY DATES</b> <b>Council meeting</b> at 7.15 pm on Thursday 14 September 2023 at Crowan Parish Rooms. <b>Amenities and Environment Committee</b> at 7.15 on 31 August 2023 at Crowan Parish Rooms.
	<b>MEETING CLOSED @ 21.51.</b>