

CROWAN PARISH COUNCIL
MINUTES OF FULL PARISH COUNCIL MEETING
HELD AT CROWAN PARISH ROOMS
ON THURSDAY 14 DECEMBER 2023 AT 7.15PM

PRESENT: Councillors L Jenkin, D Smith, K Allen and C Merton.	
CHAIRMAN'S WELCOME: The Chair welcomed councillors, the Clerk and two members of the public.	
ITEM	
23-12/01	APOLOGIES Received from councillors C West, C Parnell, J Thould, V Burton-Davey, S Mock and C Mann.
23-12/02	PUBLIC FORUM A member of the public spoke in support of an application that the council considered later in the meeting. He showed a map of the area which he said was evidence that his scheme rounded off the settlement boundary. The Chair thanked him for his presentation.
23-12/03	MEMBERS' DECLARATIONS None declared.
23-12/04	PREVIOUS MINUTES Council <p style="text-align: center;">RESOLVED that the minutes of the council meeting held on 9 November 2023 be approved as a true and accurate record of proceedings.</p> As no councillor present had attended the meeting of the Amenities and Environment Committee held on 23 November 2023, Council was unable to approve the minutes. The minutes of that meeting to be brought to the January Council meeting for approval.
23-12/05	CORNWALL COUNCILLOR'S REPORT Cornwall Councillor Loveday Jenkin reported <ul style="list-style-type: none"> on meetings with Cornwall Council Highways regarding "Bridging The Gap", with a public consultation being held after Christmas that, despite the high number of speeding vehicles through Leedstown, there is no funding for a permanent deterrent Cornwall Council has now dispersed the services previously provided at the former Kerrier council offices.
23-12/06	PLANNING – APPLICATIONS Council considered as an urgent matter planning application PA22/02800 under the Local Council Protocol. The officer's report had been sent to all councillors before the meeting. After discussion, council <p style="text-align: center;">RESOLVED that the matter should be considered by Cornwall Council Planning Committee and directed the clerk to advise the officer.</p> <p>(a) PA23/07137 Land Adj To Drym Horsedowns Praze. Proposed Change of Use and conversion of 2 redundant traditional barns to create 2 self-contained dwellings with new vehicular access. The parish council is mindful of, and agrees with, comments from the World Heritage Site that separating the barn and cottage as discrete dwellings destroys the context of the settlement. Additionally, the council does not consider this a conversion as too much new stonework is involved. The council also believes this application would constitute urbanisation of the countryside in an unsustainable location. OBJECTION.</p> <p>(b) PA23/08927 Pheasant Cottage Clowance Praze. Construction of replacement side extension. The parish council notes the letters of support from neighbours in an adjacent property. The council is aware that the whole of the structure and including the wall is listed and is aware of the comments from the Listed Building Officer. The council has NO OBJECTION to the application subject the agreement of the Listed Building Officer.</p> <p>(c) PA23/08928 Pheasant Cottage Clowance Praze. Listed building consent for PA23/08927. As above.</p> <p>(d) PA23/08453 The Annexe Hallegan Manor Barn Hallegan. Replacement of roof and installation of solar panels. The parish council regrets that the application includes the</p>

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	<p>(e) replacement of a scantle slate roof with slate tiles but welcomes the installation of PV panels. NO OBJECTION. PA23/08478 Land East Of Dean House Leedstown TR27. Erection of 5 dwellings. The council strongly objects to this application and fundamentally disagrees with the premise that it is rounding off. The application is for three large houses in a small plot, none of which are social or affordable, and so makes no contribution to meeting the area's local housing needs. The council was extremely concerned about dangerous access to and egress from the site onto the main road and urges officers to visit to witness this for themselves. The application constitutes overdevelopment in the countryside, and the council is most concerned that the site was cleared by the applicant before a proper assessment of its biodiversity could be made. OBJECTION</p> <p>(f) PA23/07423 The Old Post Office and Rosedene, The Square, Praze. Re-roofing rear single storey modern extension with new flat roof, replacement rooflights and replacement windows. The council is aware that these prominent local buildings are in dire need of renovation and sees the proposal as an enhancement to the existing structure. Council believes that the proposed flat roof has a match in the adjacent property and so has not objection to it. SUPPORTED</p> <p>(g) PA23/07422 The Old Post Office and Rosedene, The Square, Praze. Listed Building Consent for PA23/07423. As above.</p> <p>PLANNING – DECISIONS Cornwall Council decisions regarding PA23/08346 and PA23/07753 were noted.</p>
23-12/07	<p>2024-5 BUDGET The Clerk spoke to a previously circulated briefing paper which proposed that the precept requirement for 2024-5 be set at £66,630, meaning Band D ratepayers will pay a precept of £71.09. This was less than the original proposal following refinements to the calculations. The figure represents a rise of approximately 34% for ratepayers. Council agreed that its efforts to contain rises during and after Covid meant that a rise was inevitable and made more pressing by the additional properties and services that the council had taken on and cost pressures. Council also felt that the need to cover off the depreciation in its assets and prepare for their long-term maintenance and replacement made the rise appropriate and measured. Council</p> <p>RESOLVED that the precept requirement for Crowan Parish be set at £66,630 for the financial year 2024-5.</p>
23-12/08	<p>ADMINISTRATION AND FINANCE (Including Meetings, Banking, Reporting, Invoicing, Audit, Budget, Contracts, HR and GDPR) The Clerk asked the Chair to sign the October accounts reconciliation, as this had not been possible at the November meeting because of a discrepancy that he had since resolved. This was done. He presented the council with the December reconciliation and bank statement showing that the council had £68,588.18 in the Unity account on 1st December 2024, and this was signed by the Chair on behalf of the council. The council was talked through the December payments schedule which included back pay for the Clerk of £642.30 for the 2023 national pay rise, £480 legal expenses linked to Praze Playing Field and sundry regular payments. He informed the council that it had received its first bill for the electricity supply to Praze Community Building and had arranged for the account to be switched to Octopus Energy. Accounts for the month of November were tabled. The Clerk reported that approximately £5,500 is expected for the LMP and that he would shortly be reclaiming VAT from April 2023. Council</p> <p>RESOLVED that the accounts for November be accepted and the payments listed on the December Payments Schedule be authorised by the council's signatories.</p>

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23-12/09	CLERK JOB EVALUATION Council RESOLVED that the Clerk's role be evaluated by CALC before the end of January 2024, with a report being brought to council for the February council meeting.
23-12/10	BRIDGING THE GAP The Chair reported on progress with the scheme, which has very tight timescales. The working group had met with Cornwall Council Highways and various improvements to the scheme were discussed, including yellow lines around the junction of the B3303 and An Vownder Goth. The changes are subject to a three-week public consultation in mid-January with the design finalised thereafter. Highways will now complete the first detailed design. The working group will update the council periodically.
23-12/11	DEPARTING COUNCILLORS Councillor Burton-Davey was not present to talk on this item. Council regretted a lack of progress and as the Clerk to inform the councillor that it should be approximately A5 size.
23-12/12	CLERK'S UPDATE AND BRIEF REPORTS FOR THE MEETING The Clerk reported that councillors were up to date on council matters.
23-12/13	EXTERNAL ORGANISATIONS No reports were received. The Clerk was asked to find out and advise councillors on progress towards councillors being made trustees of Praze Institute.
23-12/14	ITEMS FOR FUTURE MEETINGS None proposed.
23-12/15	EXCLUSION OF THE PRESS AND PUBLIC Council 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 to consider the following business owing to its confidential nature.
23-12/16	CLERK APPRAISAL The Clerk was asked to leave the meeting while councillors discussed the appraisal document presented by the Staffing Committee. Council then voted to readmit the press and public and asked the Clerk to return to the meeting. Council expressed satisfaction with the Clerk during the year to date. The staffing Committee will hold a mid-year review with the Clerk in the late Spring of 2024. The Clerk's agreed objectives for 2023-4 are: <ul style="list-style-type: none"> • Complete any outstanding projects that have been on the agenda for more than 6 months with relevant committee. • Provide Record Card for annual leave or sick leave taken. Council to provide a card. • To implement a new Induction Routine for new councillors in conjunction with the council. • Provide a schedule for training and handing over to a new parish clerk. This will be dependent on experience and knowledge. The Clerk commented that completion of projects in a defined period was often not within his power and sometimes relied on the co-operation and commitment of councillors. The appraisal document was signed by the Clerk and Chair of the Staffing Committee.
23-12/17	DIARY DATES Council meeting at 7.15 pm on Thursday 11 th January 2024 at Crowan Parish Rooms. Amenities and Environment Committee – at 7.15 pm on Thursday 25 th January 2024 at Crowan Parish Rooms.
	MEETING CLOSED at 21.34.

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UNFINISHED ACTIONS ARISING FROM THE NOVEMBER 2023 COUNCIL MEETING

Action	Responsible
Arrange a meeting of the Energy Assessment working group.	Clerk

ACTIONS ARISING FROM THE DECEMBER 2023 COUNCIL MEETING

Action	Responsible
Bring the minutes of the November A&E committee meeting to the January 2024 council meeting for approval.	Clerk
Initiate the evaluation of the Clerk's job role.	Clerk
Inform Cornwall Council that the 2024-5 precept requirement is £66,630. Completed 18th December 2023.	Clerk
Inform Councillor Burton-Davey that the size of the certificate for departing councillors should be approximately A5. Completed 18th December 2023.	Clerk
Find out and advise councillors on the position re. the appointment of the council as a corporate trustee of Praze Institute. Completed 18th December 2023.	Clerk