

CROWAN PARISH COUNCIL
MINUTES OF FULL PARISH COUNCIL MEETING
HELD AT CROWAN PARISH ROOMS
ON THURSDAY 11 JANUARY 2024 AT 7.15PM

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| PRESENT: Councillors L Jenkin, C Parnell, S Mock and C Merton. | |
| CHAIRMAN'S WELCOME: The Chair welcomed councillors and the Clerk. | |
| ITEM | |
| 23-12/01 | APOLOGIES Received from councillors C West, D Smith, J Thould, V Burton-Davey, K Allen and C Mann. |
| 23-12/02 | PUBLIC FORUM None. |
| 23-12/03 | MEMBERS' DECLARATIONS None declared. |
| 23-12/04 | PREVIOUS MINUTES The Clerk reported and apologised for an omission from the draft minutes of the council meeting held on 14 December 2023. He proposed that an addition should be made to the 23-12/06 and this was accepted. With this addition, Council RESOLVED that the draft minutes of the council meeting held on 14 December 2023, and of the Amenities and Environment Committee meetings held on 11 November 2023 and 14 December 2023, be approved as a true and accurate record of proceedings. |
| 23-12/05 | CORNWALL COUNCILLOR'S REPORT Cornwall Councillor Loveday Jenkin reported that Cornwall Council would consider a budget for 2024-5 at a meeting the following week. The budget had been balanced by £20m taken from reserves. Government funding was £3m less than expected and representations are to be made for more funds are to be made. Council tax is set to rise by 4.99%. Some Cornwall Council services are among the worst performing in the country. Cornwall Councillor Jenkin is to meet the portfolio holder responsible for Heartlands, the closure of which was regretted by council. The councillor felt that there had been insufficient democracy in the way the decision to close the facility was handled. PCSO Julia Berry gave a brief report that crime in the parish remains low. The Clerk will report the graffiti in the Nancegollan bus shelter including the cost of repair. PCSO was thanked for attending. |
| 23-12/06 | PLANNING – APPLICATIONS (a) PA23/09734 The Cow Shed Higher Carn Farm Black Rock. Certificate of lawfulness for existing use of barn to self-contained residential dwelling. Parish Council cannot confirm nor deny the applicants' claims regarding the length of time the property has been used as a dwelling. The council has the impression that the residents have lived at the property for an extended period and have good relationships with their neighbours. The council is unaware of any local objections to this application. (b) PA23/08532 35 Fore Street Praze. Construction of a two-storey kitchen/bedroom extension to rear of the property. Crowan Parish Council notes that the proposed extension is slightly subsidiary in height to the main building and, while substantial, is not out of keeping with the location. SUPPORTED. (c) PA23/09199 Clowance Walled Garden Clowance Praze. Listed building consent for the reconstruction of a wall. Crowan Parish Council believes that restoration of the wall of the wall is clearly desirable and supports the application on the assumption that it is supported by the Listed Buildings Officer. PLANNING DECISIONS Decisions made by Cornwall Council on applications advertised in the agenda were noted. |

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| 23-12/07 | <p>GRANT APPLICATION</p> <p>The Clerk had previously circulated guidance from CALC and NALC that he said showed that the council could lawfully make a grant for the upkeep of a religious building. Council needed to be satisfied that its own rules are observed. Having established that there are sufficient funds, council</p> <p>RESOLVED that a grant of £250 be made to Leedstown United Methodist Church.</p> |
| 23-12/08 | <p>DEPARTING COUNCILLORS</p> <p>Councillor Burton-Davey was not present to update council on this matter. Councillor Mock and the Clerk reported that they had contacted her about the certificates. Council asked that this matter be raised again at the next council meeting.</p> |
| 23-12/09 | <p>CLEANING CONTRACT</p> <p>The Clerk explained that the draft contract that he had previously circulated replaced one produced in the pandemic that failed to accurately describe the service and the relationship with the cleaning company. Council</p> <p>RESOLVED that the cleaning contract should be adopted.</p> <p>The Clerk will sign the contract on behalf of the council.</p> |
| 23-12/10 | <p>ENERGY ASSESSMENT PROJECT</p> <p>The working group reported that the newly announced Energy Efficiency Capital grants offered a more straightforward way for village hall committees to apply for funds to both assess their buildings and buy the infrastructure needed. After discussion, Council</p> <p>RESOLVED that the Clerk should write to the village hall chairs to advise them of the new funding stream and offering help with bids.</p> |
| 23-12/11 | <p>CLERK'S UPDATE AND BRIEF REPORTS FOR THE MEETING</p> <p>a) The solicitor acting for the council had requested permission to complete the transfer of land adjacent to Fordh Trevenwen from Coastline Housing to the council. Council</p> <p>RESOLVED that the solicitor should be directed to complete the transfer from Coastline Housing to Crowan Parish Council of land adjacent to Fordh Trevenwen, Nancegollan.</p> <p>b) The solicitor acting for the council in the matter of the trusteeship of Praze Playing Field had quoted for registering the land with Land registry, a process that could take 15-17 months to complete. The Clerk as asked a local solicitor to quote for the work. Council asked the Clerk to use best judgement to commission either legal practice for the work.</p> <p>c) The organisers of the September 2024 Ride Across Britain cycle ride had contacted the Clerk about the route, which crosses the parish from Townshend to Higher Cargenwen. Council asked the Clerk to find out what use it is planned will be made of the council's property (The Plan and the public toilet) and to report back.</p> <p>d) Correspondence has been exchanged with a resident of Leedstown who is concerned about a council-owned tree that leans towards her land. The council's tree consultant has not visited the location but from photos believes there is no risk to the resident or the council. The Clerk will advise the resident.</p> <p>e) The council-owned bus shelter in Nancegollan has been damaged by very offensive graffiti which needs to be removed without delay. The nature of the words and images mean that the need for three quotes need not be observed – the clerk has received a quote of £350 plus VAT for the interior of the shelter to be cleaned and repainted. Council</p> <p>RESOLVED that the clerk should commission the cleaning and repainting of the Nancegollan bus shelter at a cost of £350 plus VAT.</p> |

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| 23-12/12 | ADMINISTRATION AND FINANCE (Including Meetings, Banking, Reporting, Invoicing, Audit, Budget, Contracts, HR and GDPR) The Clerk tabled the Unity bank statement and Scribe Accounts reconciliation which showed that the council had £69,521.55 on 31 December 2023. Council reviewed the previously circulated Payments Schedule and RESOLVED that the Payments Schedule be approved and that the Chair should sign the bank reconciliation. |
| 23-12/13 | EXTERNAL ORGANISATIONS Councillor Merton advised that a 20's Plenty Zoom meeting is to be held which any councillor could attend. The Clerk will circulate details. Councillor Parnell is to attend a meeting of the Praze Institute committee. |
| 23-12/14 | ITEMS FOR FUTURE MEETINGS 1. Departing Councillors. 2. Clerk Pension. |
| 23-12/15 | EXCUSION OF THE PRESS AND PUBLIC The Clerk proposed that item 23-12/16 (Clerk Pension) be held back to the next meeting as it is an important matter with financial consequences for the council and so merited more councillors to be present. This was accepted by the council. The motion to exclude the press and public was not proposed. |
| 23-12/16 | CLERK PENSION To be held over to the February meeting. |
| | DIARY DATES Council meeting at 7.15 pm on Thursday February 8, 2024, at Crowan Parish Rooms. Amenities and Environment Committee at 7.15 pm on Thursday January 25 2024 at Crowan Parish Rooms. |
| | MEETING CLOSED @ 21.24. |

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ACTIONS ARISING FROM THE JANUARY 2024 COUNCIL MEETING

| Action | Responsible |
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| Report graffiti in Nancegollan bus shelter to the police Completed 15.1.24 | Clerk |
| With the contractor, sign the new cleaning contract | Clerk |
| Confirm that the council approves the transfer of Fordh Trevenwen to the parish council Completed 12.1.24 | Clerk |
| Hire a solicitor for the registration of the land at Praze Institute | Clerk |
| Contact the organisers of the Ride Across Britain cycle about the council's facilities Completed 15.1.24 | Clerk |
| Advise Leedstown resident about the leaning pine tree | Clerk |
| Commission the cleaning of the Nancegollan bus shelter Completed 15.1.24 | Clerk |
| Write to the committee Chairs of the village halls regarding the Energy Efficiency Capital Grants | Clerk |
| Send councillors details of the 20's Plenty Zoom meeting Completed 12.1.24 | Clerk |