

**CROWAN PARISH COUNCIL**  
**MINUTES OF THE ANNUAL PARISH COUNCIL MEETING**  
**HELD AT CROWAN PARISH ROOMS**  
**ON THURSDAY 10<sup>TH</sup> OCTOBER 2024 AT 7.15pm**



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| <b>PRESENT:</b> Councillors S Mock, L Jenkin, C Parnell, K Allen, D Smith and C Merton.             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>CHAIRMAN'S WELCOME:</b><br>The Chair welcomed councillors, a member of the public and the Clerk. |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>ITEM</b>                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 24-10/01                                                                                            | <b>Apologies</b><br>J Thould and C Mann.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 24-10/02                                                                                            | <b>Public Forum</b><br>A member of the public expressed an interest in agenda items 24-10/12 and 24-10/15.                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 24-10/03                                                                                            | <b>Member's Declarations</b><br>None made                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 24-10/04                                                                                            | <b>Requests For Dispensation</b><br>None received.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 24-10/05                                                                                            | <b>Previous Minutes</b><br>Council<br><b>RESOLVED that the minutes of the Council meeting held on 12 September 2024, and of the Amenities and Environment Committee meeting held on 5 September 2024, be approved as true and accurate records of proceedings.</b>                                                                                                                                                                                                                                                                |
| 24-10/06                                                                                            | <b>Cornwall Councillor's Report</b><br>Cornwall Councillor Loveday Jenkin reported Cornwall Council is briefing government and local MPs on budgetary pressures and urging a change to the funding formula. The council is trying cope with a great many enforcement issues and to adjust to forthcoming changes to the National Planning Policy Framework.                                                                                                                                                                       |
| 24-10/07<br>(a)                                                                                     | <b>Planning – Applications</b><br><b>PA24/07247</b> Land and buildings at Gew Farm, Praze. Crowan Parish Council notes that the amended plan includes higher and steeper roofs, which it considers to be an improvement on the original scheme. More windows and additional windows in different places are likewise considered an aesthetic improvement. The parish council has NO OBJECTION to the application.                                                                                                                 |
| i & ii                                                                                              | <b>Planning Decisions</b><br>Planning decisions on applications PA24/05677 and PA24/05415 were noted.                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 24-10/08                                                                                            | <b>Previous Planning Application PA24/02607</b><br>Councillors expressed concern at developments relating to this rejected application but noted that the law did not appear to have been broken. Council asked the Clerk to pass on its concern to the Enforcement team at Cornwall Council.                                                                                                                                                                                                                                     |
| 24-10/09                                                                                            | <b>Planning Application PA24/03731</b><br>Council noted that no councillor could attend the planning committee meeting and heard from the Clerk that the committee secretary would include an addendum to the papers if advised with sufficient notice. Council summarised its concern with the application and asked the Clerk to formulate and send a response to the committee.                                                                                                                                                |
| 24-10/10                                                                                            | <b>ADMINISTRATION AND FINANCE</b><br>The Clerk reported that<br>a. an outstanding overcharge by and complaint that he had made against HMRC had been resolved in the council's favour, although HMRC had not accepted liability. The Clerk reminded Council that another clerk had given sterling support, and Council expressed its thanks to the Clerk and Louise Clifton for their efforts.<br>b. £1,605.62 from the Community Infrastructure Levy had been received – he is seeking clarification of what it may be spent on. |

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|          | <p>c. there is no HMRC payment this month and an outstanding debt from E-On (which had not previously billed it) is on the Payments List</p> <p>d. a number of additional payments have been made – approved at the last council meeting but not appearing on the September or October Payments Lists</p> <p>e. the healthy bank account position included significant earmarked funds.</p> <p>Council</p> <p><b>RESOLVED to approve the Payments Schedule (totalling £10,546.73 including £1,372.09 VAT)</b></p> <p><b>RESOLVED to authorise the Chair to sign the bank reconciliation (showing £111,701.65 in the Unity bank Account and Scribe system)</b></p> <p>The September 2024 accounts were noted.</p> |
| 24-10/11 | <p><b>Council Grants Policy</b></p> <p>After discussion, Council</p> <p><b>RESOLVED to adopt the revised Council Grants Policy.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 24-10/12 | <p><b>Pottery Display</b></p> <p>Councillor Mock reported that he had been approached by some residents of Crowan about the parish rooms being used to display a collection of pottery made in the village. Council agreed that the parish rooms are not an appropriate venue for various reasons including risk of accidental damage to the display and people using the rooms, the size of the cabinet and the rooms being locked for most of the time. Council</p> <p><b>RESOLVED that Councillor Mock should inform residents that the council did not agree to accommodate the pottery collection in the parish rooms.</b></p>                                                                              |
| 24-10/13 | <p><b>Vehicle Activated Signs</b></p> <p>Council discussed how deploying the signs could be expedited. Council agreed that the signs should first be set up in Leedstown and moved periodically to spread and maximise their effect. The Clerk will put Councillor Merton in contact with the Chair of Sancreed Parish Council who has offered his advice; will contact the contractor for a price for putting up and moving the signs; and will circulate maps and photos showing extant poles to which the signs can be attached.</p>                                                                                                                                                                          |
| 24-10/14 | <p><b>Section 106 Funds</b></p> <p>Council considered what should be done with the £11,178.07 Community Infrastructure Levy funds recently received. The Clerk will ask Coastline Housing to confirm the number of young people living in Fordh Trevenwen. The next Amenities and Environment meeting will discuss how the CIL money will be used.</p>                                                                                                                                                                                                                                                                                                                                                           |
| 24-10/15 | <p><b>Neighbourhood Development Plan</b></p> <p>Council agreed that the plan requires updating rather than rewriting. Councillors Smith and Parnell will attend training and report back. The Clerk reported that he had approached the consultant working for a nearby parish council on its NDP and that his emails had not been returned. Council agreed that consultant assistance is essential.</p>                                                                                                                                                                                                                                                                                                         |
| 24-10/16 | <p><b>Clerk's Updates And Brief Reports</b></p> <p>The Clerk reported on actions arising since the last meeting:</p> <ol style="list-style-type: none"> <li>The Social Media Policy has been sent to ICT Connect for the council website.</li> <li>Praze Playing Field has been valued and the council solicitor informed.</li> <li>Three quotes for restoring the telephone boxes have yet to be sought.</li> <li>The Clerk and Colin Pringle have discussed a possible set of actions to improve Wheal Treasure.</li> <li>The plaque for the Crowan bench has been ordered and paid for.</li> <li>Discussions have taken place with a contractor about improving The Plan.</li> </ol>                          |

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|          | <p>g. The consultant assisting Wendron parish Council with its NDP is not returning emails.</p> <p>h. A Chapter 8 licensed contractor has expressed an interest in deploying the VAS.</p> <p>i. A replacement AED battery has been ordered and appears on the Payments List.</p> <p>j. Arrangements for the Remembrance Day celebrations are in place, including a bugle player.</p> <p>Councillor Mann was not present to report on her research into a bench for Wheal Treasure.</p> <p>The Clerk also reported that:</p> <ul style="list-style-type: none"> <li>• Signs might be purchased asking footballers to control their language at Nancegollan football pitch at a cost of £86 ex. VAT.</li> <li>• Council is asked to approve the road plan for Nancegollan.</li> <li>• Some expenditure had taken place between meetings, resulting from decisions made at the December meeting. These were presented to council.</li> <li>• The Clerk asked for approval to purchase a wreath for the Remembrance Day commemoration at Townshend.</li> <li>• Extensive correspondence with BT over the Crowan telephone box had led to the company approaching the Listing Officer at Cornwall Council for permission to effect the necessary repairs.</li> <li>• The council's application for the removal of the ash tree on The Plan is now published.</li> </ul> <p>In response, Council</p> <ol style="list-style-type: none"> <li>Agreed that the "No swearing" signs should be bought and installed.</li> <li>Asked the Clerk to express concern that the Nancegollan road plan appeared to have omitted some important elements.</li> <li>Noted the additional payments made between meetings.</li> <li>Approved the purchase of a wreath for Townshend's Remembrance Day commemoration.</li> <li>Thanked the Clerk for pursuing the listed telephone kiosk with BT.</li> </ol> |
| 24-10/17 | <p><b>External Organisations</b></p> <p>Following a query from Townshend Village Hall committee, the Clerk will ask Councillor Mann to confirm that she continues to be the parish council's representative. The Clerk will ask Planet A to confirm progress with the energy efficiency project. Nancegollan Village Hall Committee was reappointed at the recent AGM which also saw the publication of the Chair's report. The committee has signed up with the Volunteer Cornwall wellbeing scheme. The Clerk will find out and circulate the date of the Leedstown Village Hall Committee AGM.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 24-10/18 | <p><b>Items For Future Meetings</b></p> <p>Community noticeboards (Councillor Jenkin)</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 24-10/19 | <p><b>Exclusion Of Press And Public</b></p> <p>Not enacted.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 24-10/20 | <p><b>DATES OF MEETINGS</b></p> <p>Full Council – 14 November 2024 at 7.15pm in the Parish Rooms, Crowan.</p> <p>Amenities and Environment Committee – 7 November 2024 in the Parish Rooms, Crowan.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |

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**ACTIONS ARISING FROM THE OCTOBER 2024 COUNCIL MEETING**

| <b>Action</b>                                                               | <b>Responsible</b>            |
|-----------------------------------------------------------------------------|-------------------------------|
| Seek 3 quotes for restoration of telephone kiosks (September meeting)       | Clerk                         |
| Research and report on benches at Wheal Treasure (September meeting)        | Councillor Mann               |
| Report council concerns to Cornwall Council enforcement team re. PA24/02607 | Clerk                         |
| Formulate and submit a response to the Planning Sub-Committee (PA24/03731)  | Clerk                         |
| Advise Crowan residents of the council decision on pottery display request  | Councillor Mock               |
| Add Spending the CIL Money to the November A&E agenda                       | Clerk                         |
| Attend NDP training and report back to council                              | Councillors Parnell and Smith |
| Contact Chair of Sancreed PC for advice on VAS                              | Councillor Merton             |
| Ask contractor for price of moving and erecting VAS                         | Clerk                         |
| Circulate map/photos showing location of VAS suitable posts                 | Clerk                         |
| Purchase and have put up "No swearing" signs at Nancegollan playing field   | Clerk                         |
| Respond to Nancegollan road improvement consultation                        | Clerk                         |
| Purchase a wreath for Townshend Remembrance Day                             | Clerk                         |
| Confirm parish council representative on Townshend Village Hall committee   | Clerk                         |
| Get and pass on an update on progress with Energy Efficiency project        | Clerk                         |
| Find out and pass on the date of the Leedstown Village Hall Committee AGM   | Clerk                         |