

CROWAN PARISH COUNCIL
MINUTES OF THE ANNUAL PARISH COUNCIL MEETING
HELD AT CROWAN PARISH ROOMS
ON THURSDAY 17 JULY 2025 AT 7.15pm



PRESENT: Councillors L Jenkin, C Parnell, J Thould, S Mock, D Smith and K Allen.	
CHAIRMAN'S WELCOME: The Chair welcomed councillors, two members of the public and the Clerk.	
ITEM	
25-07/01	Apologies None.
25-07/02	Public Forum A parishioner spoke in support of his application for planning permission which was considered later in the meeting.
25-07/03	Member's Declarations None made.
25-07/04	Requests For Dispensation None received.
25-07/05	Councillor Co-Option The matter of the co-option of Holly Chapple was put to a vote and the parish council RESOLVED that Holly Chapple should be co-opted onto Crowan Parish Council. Councillor Chapple was welcomed to the council and took her place at the table. The Clerk will send the councillor the Declaration of Interests form.
25-07/06	Previous Minutes The Clerk advised that the agenda should also have referenced minutes of an inquorate meeting scheduled for 26 th June, and apologised for the omission. Council RESOLVED that the minutes of the Council meeting held on 15th May 2025, and of the inquorate council meetings held on 12th June 2025 and on 26th June 2025, be approved as true and accurate records of proceedings.
25-07/07	Cornwall Councillor's Report Cornwall Councillor Jenkin reported that: • All Cornwall Council committees are now formed and functioning. • She has received comprehensive planning training and stressed the need for parish council responses to planning applications to refer to the law and policy. • Parish councils may now submit expressions of interest for highway improvements, although other councils in the Community Area Partnership may feel that the improvements in Nancegollan in 2025 mean other areas should now be supported. • She is still hopeful that funding for build-outs in Nancegollan can be funded.
25-07/08 (a)	Planning – Applications PA25/04582 Acorn Croft, Crowan. <i>Crowan Parish Council has a good knowledge of this site, and received a presentation about it by the applicant at its meeting on Thursday 17th July 2025. The applicant has also talked to some councillors and the clerk individually, and has consistently expressed his family's desire to stay in a place where they have been made to feel part of the community. He has also stated his understanding of the undoubted demand for housing in Cornwall which he feels will be increased if this application is rejected. The parish council notes the several letters of support submitted by neighbours and the family's unobtrusive lifestyle on the property. There is a concern in the council that the family – albeit due to decisions it has taken – faces severe hardship when it leaves the site and hopes very much that alternative accommodation will become available for them. However, the parish council cannot support the application. Whereas the family has settled into the building and converted it into a dwelling that suits them, the structure was</i>

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	<i>not designed for human habitation. The parish council believes it would not have been given planning permission as a dwelling had it been proposed before construction on design and suitability grounds. The former stable is also outside the development boundary and in the open countryside and so contravenes important elements of the Crowan Neighbourhood Development Plan. Although the planning framework in England is currently in flux, there is no reason for the council to believe that future changes to it would make a case such as this more acceptable, and has no wish to set a precedent for unsatisfactory developments in the future. Crowan Parish Council therefore OPPOSES this application.</i> (b) PA25/04787 Leedstown Village Hall, Leedstown. <i>Crowan Parish Council is delighted to support this application which it feels will undoubtedly lead to a huge improvement to a building that is of great importance to the village of Leedstown and its surrounding area. The parish council warmly congratulates the village hall committee for its professionalism and determination in raising the funds to make the improvements possible, changes that will enable to building to bring people together in a safe and welcoming environment for many years to come.</i> The Clerk reported that item 25-07/08(c) had been put on the agenda in error and apologised to council. Planning – Decisions The Clerk reported that applications PA25/01857 (Maple Court, Townshend) and PA25/01600 (Higher Trethannas Farm, Praze) had been approved by Cornwall Council.
25-07/09	Administration and Finance As the meeting was being held outside of the normal meeting cycle, the Clerk was unable to make the usual presentation. The June 2025 bank reconciliation, June 2025 accounts and the previously-circulated Payments List were discussed. The payments on the list had been paid before the meeting. Council RESOLVED that the Chair should sign the June bank reconciliation and noted the June 2025 accounts and the month's Payments List.
25-07/10	Football Pitch, The Plan and Parish Rooms Hire. Council considered the Clerk's previously-circulated report and RESOLVED that the charges for use of the football pitch, The Plan and the Parish Rooms should continue at the published rate and be reconsidered at the March 2026 meeting. Council was advised that one of the clubs using the football pitch has folded.
25-07/11	Parish Council Governance Council considered a previously-circulated report from the Clerk in which the merits of and the mechanism for reducing the number of parish councillors had been laid out. Council felt that the long-term decline in the number of people wanting to volunteer as councillors in the parish and throughout Cornwall was unlikely to change and RESOLVED to request that Cornwall Council initiates a Community Governance Review with the aim of reducing the number of council seats from 13 to 11.
25-07/12	Scheme of Delegation The Clerk spoke briefly about the previously-circulated Scheme which in one document describes how council delegates authority and will function if normal procedures cannot be followed. Council RESOLVED to adopt the Scheme of Delegation until reviewing it at the annual council meeting of 2027.

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25-07/13	Date of Next Meeting Council RESOLVED that the next parish council meeting shall be held on 11th September 2025. Council agreed that the Clerk should contact regular creditors and submit invoices for services earlier than usual to make administration of the council easier during the Clerk's annual leave in September 2025.
25-07/14	Staffing Committee After a vote, council RESOLVED that Councillor Thould should chair the Staffing Committee.
25-07/15	Praze Institute The council considered a previously-circulated report from the Clerk giving options for the registration of Praze Institute with Land Registry and RESOLVED that Councillor Thould and the Clerk be given delegated authority to lodge the first registration of Praze Institute, and RESOLVED that Randle Thomas be asked to release the title documents and file to Peter Curnow, Parish Clerk.
25-07/16	Clerk Leave Council discussed the Clerk's forthcoming leave. It was agreed that the Clerk should negotiate the terms by which another clerk who has previously covered his holiday should provide locum cover during September 2025. As Chair of the staffing Committee, Councillor Thould offered his assistance if it be needed.
25-07/17	Clerk's Update And Brief Reports On The Meeting (a) The Clerk asked council whether it wanted him to make a bid to the Big Lottery Fund for a grant to improve Wheal Treasure for nature and people. He reported on positive correspondence with Cornwall Environmental Consultants who estimated a cost of £1,200 for analysis and a report on the site, and recommended that £8,000 is a reasonable estimate of the resulting improvements. Council agreed that the Clerk should develop and submit a bid, if time allows. (b) The clerk's laptop needs to be replaced. Council authorised the Clerk to source a refurbished machine. (c) Nancegollan Village Hall committee had requested that a skip be placed on The Green to enable works to the building. The council believed this should be avoided, if possible, and asked the Clerk to advise that the council-owned parking spots in Fordh Trevenwen be used instead. (d) The Clerk recommended that the same noticeboard as purchased for Leedstown be bought as a community noticeboard in Praze. Praze Shop has requested that it be located on its property and this and a purchase price of approximately £500 was agreed. The Clerk will make the arrangements. (e) Council has been asked for permission to hold an afternoon tea in support of Marie Curie on September 9th if the weather allows. Council agreed to this and asked the Clerk to ensure there is access to the site if it is needed.
25-07/18	External Organisations The Clerk reported he and Councillor Parnell had attended the AGM of Praze Institute. The hall looked very attractive and the meeting conducted in a mood of optimism for the future. Leedstown Village Hall's AGM was similarly positive with members pleased to have raised the funds necessary for improvements to the building.

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25-07/19	Items For Future Meetings None.
25-07/20	Exclusion Of The Press And Public There being no business of a confidential nature, this was not enacted.
	DATES OF MEETINGS Full Council – 11 th September 2025 and 9 th October 2025 at 7.15pm in the Parish Rooms, Crowan. Amenities and Environment Committee – 23 rd October 2025 in the Parish Rooms, Crowan.
	MEETING CLOSED @ 9.37pm.

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Actions Arising From The July 2025 Council Meeting

Action	Responsible
25-07/05 Send a Declaration of Interests form to Councillor Chapple	Clerk
25-07/11 Initiate a Community Governance Review of Crowan Parish	Clerk
25-07/12 Post the Scheme of Delegation on the council website	Clerk
25-07/15 Initiate the first registration of Praze Institute with Land Registry	Clerk & AJT
25-07/15 Contact Randle Thomas for the release of the Praze Institute file	Clerk
25-07/16 Make arrangements for cover of Clerk duties in September	Clerk
25-07/17(a) Submit a bid for BLF funding, if time allows.	Clerk
25-07/17(b) Source a replacement laptop	Clerk
25-07/17(d) Procure a community noticeboard for Praze	Clerk