

CROWAN PARISH COUNCIL
MINUTES OF THE FULL PARISH COUNCIL MEETING
HELD AT CROWAN PARISH ROOMS
ON THURSDAY 14 MAY 2026 AT 6.54 PM



PRESENT: Councillors L. Jenkin, J. Thould, D. Smith, H Chapple and C. Parnell

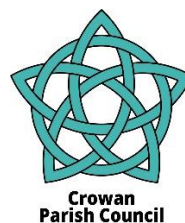
Ref.	Item
26-05A/01	Election Of The Chair Of The Council For the Council Year 2026/7 The Clerk advised that Councillor Mock had informed him that he is stepping down as Chair. Following a vote, Council RESOLVED that Councillor Julian Thould is Chair of Crowan Parish Council for 2026/7. Councillor Thould signed the Declaration of Acceptance of Office. Council thanked Councillor Mock for having chaired the council for the last two years.
26-05A/02	Apologies Council RESOLVED to accept the apologies tendered by councillors Mock and Allen.
26-05A/03	Election of The Vice-Chair Of The Council For The Council Year Council RESOLVED that Councillor Holly Chapple is Vice-Chair of Crowan Parish Council for 2026/7.
26-05A/04	Declarations of Interest No declarations received.
26-05A/05	Requests For Dispensation No requests received.
26-05A/06	Public Speaking None.
26-05A/07	Previous Minutes Council RESOLVED that the minutes of the Council meeting held on 9 April 2026 and of the Amenities and Environment Committee held on 17 April 2026 be accepted as true and accurate records of those proceedings. Both sets of minutes were signed by the Chair.
26-05A/08	Items For Future Meetings i. Council Investment Policy (Clerk); the role the parish council might play in the development of Praze Institute (Councillor Parnell). ii. Amenities and Environment Committee Nancegollan play area (Councillor Chapple); Emergency Hubs (Councillor Thould).
MATTERS FOR DECISIONS	
26-05A/09	Planning - Applications PA26/02149 Land NE of Old Mill, Drym Lane, Praze. Crowan Parish Council has NO OBJECTION to this application. PA26/01897 Higher Drym Cottage, Higher Drym, Leedstown. Crowan Parish Council has no information that would support or repudiate the applicant's assertion. PA26/02565 Sunnymead, Townshend. Crowan Parish Council OBJECTS to this application. It would appear to the council that a new access that does not appear in the application is required. The dwelling is already served by a garage/workshop and the need for such an unfeasibly large garage is not demonstrated. The new building is so far from the main dwelling as to be divorced from it, and the misleading illustration in the application most certainly underplays this. In the opinion of the council, this growing cluster of buildings amounts to development in the countryside. On the grounds of location, scale, absence of need and distance from the main dwelling, the parish council rejects this application.

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	Planning Decisions The Clerk reported the following decisions made by Cornwall Council: PA26/01913 Bolitho Barton, Black Rock APPROVED PA26/01619 Lynwell Cottage, Horsedowns. APPROVED PA26/01676 Land East of Bolitho Vean, Black Rock. PERMISSION REQUIRED PA26/02254 Clowance Barton, Praze Road, Praze. S52/S106 AND DISCHARGE OF CONDITION APPS
26-05A/10	Schedule of Payments The Clerk presented a list of proposed payments totalling £7,135.69 including £669.14 of reclaimable VAT. He pointed out payments of £384 for the development of the website, £337 for the annual play area inspection, £200 for the internal audit, £1,513 for the first PROW cut and £355 for the emptying of the septic tank. Council RESOLVED to authorise the payment of the invoices on the May 2026 Payments List.
26-05A/11	Request For Grant Council considered the previously-circulated request and RESOLVED that a grant of £250 be made to Leedstown United Methodist Church.
26-05A/12	Bin-Emptying Contract Council considered the previously-circulated agreement proposed with Cornwall Council that would see the parish council's contract with Biffa subsumed in that of the local authority, with savings of some £1,500 accruing to the parish. Council RESOLVED that the waste collection agreement with Cornwall Council should be signed by the Clerk.
26-05A/13	Environmental Concern Councillors expressed anger and distress at recently discovering the massive illegal dump and associated environmental damage at Trevoole Moor. Council thanked the person who had brought the matter to the council's attention and RESOLVED that the Clerk should write to the Environmental Agency to protest at the lack of action, to call for definitive and urgent action now to prevent further dumping and return this sensitive site to its original state, and to request regular updates on this matter, the letter to be copied to Andrew George, M.P.
26-05A/14	Energy Supply The Clerk presented figures showing that switching to another electricity supplier would save small amounts of money compared to the likely cost for the supplies that will be charged by Octopus. Council asked the Clerk to ask Octopus to match the lower rates being offered by the other supplier and to bring the matter back to the next council meeting if the company declines to do so.
ANNUAL MEETING ITEMS	
26-05A/15	Terms of Reference For Committees Council RESOLVED that the terms of reference for the Staffing Committee and Amenities and Environment Committee be renewed for a period of two years.
26-05A/16	Appointments To The Amenities and Environment Committee Council RESOLVED that membership of the committee should continue to include all councillors, and that Councillor Chapple should chair the meeting assisted by Councillor Thould.

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26-05A/17	Appointments to Staffing Committee Council RESOLVED that the Staffing Committee should comprise Councillor Jenkin (Chair) and Councillor Smith. A third member (to be decided at the June meeting).
26-05A/18	Review of Standing Orders and Financial Regulations Council RESOLVED that the Standing Orders and Financial Regulations be adopted for a further twelve months or sooner if changes are recommended and agreed within that period.
26-05A/19	Review of Council Policies Council RESOLVED to adopt policies covering health and safety, safeguarding, complaints, councillor conduct, social media use, dispensations, IT and electronic communications and general reserves for a period of two further years.
26-05A/20	New Council Policies Council RESOLVED to adopt the new Equality and Diversity Policy for a period of two years.
26-05A/21	Parish Council Meetings Council RESOLVED that council meetings would be held on the second Thursday of each month in 2026-7, with the exception of August (no meeting) and July (third Thursday to avoid Prazze Carnival).
26-05A/22	Asset Register The Clerk reminded councillors that Prazze bus shelter has been added to the register. Council RESOLVED to adopt the revised Asset Register.
26-05A/23	Representation on External Bodies It was decided that council representation would be provided by Councillor Chapple (Nancegollan Village Hall); Councillor Jenkin (Leedstown Village Hall), Councillor Parnell (Prazze Institute and Prazze Cricket Club) and Councillor Jenkin (Townshend Village Hall). The Chair and Councillor Parnell will sit on the South Kerrier CAP.
26-05A/24	Review of The Financial Risk Assessment Council RESOLVED to approve the financial risk assessment.
26-05A/25	Review of Subscriptions To Other Bodies Council RESOLVED to renew its subscriptions to CALC, NALC and the SLCC for a period of one year.
ACCOUNTS AND GOVERNANCE	
26-05A/26	Appointment Of Bank Signatories Council RESOLVED that Councillors Mock, Jenkin, Smith and Thould would remain signatories to the Unity Bank account. No changes to the bank mandate were proposed. Councillor Thould vowed to attempt to resolve difficulties setting up his Unity account and report back,

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26-05A/27	The Internal Audit Report For the Year Ended 31 Marsh 2026 Council RESOLVED that the Internal Audit be noted.
26-05A/28	The Annual Governance Statement 2025/6 Council RESOLVED to approve that the Annual Governance Statement and authorised the Chair and Clerk to sign it.
26-05A/29	The Accounting Statement 2025/6 Council RESOLVED to approve the Accounting Statement and authorised the Chair to sign it.
26-05A/30	Date For The Exercise Of Public Rights Council RESOLVED to note the start date of the Exercise Of Public Rights (June 3rd).
26-05A/31	The Annual Governance and Accountability Return 2025/6 – Other Matters The Clerk presented the additional information that will be sent with the AGAR information. Council RESOLVED (a) to note the additional information that will be sent with the AGAR submission and (b) to authorise the Clerk to submit the Annual Governance and Accountability Return to the external auditors.
26-05A/32	The Conflict of Interests Declaration Council RESOLVED that there being no conflicts of interest between the council and BDO LLP, the Chair is authorised to sign the Declaration to that end.
26-05A/33	Financial Report And Bank Reconciliation The Clerk presented Council with a bank statement and reconciliation showing that both Unity Bank and the Scribe account showed council to have £156,058.91. Council RESOLVED to note the bank reconciliation and authorised the Chair and Clerk to sign it. The Clerk apologised for not having been able to prepare a finance report for the meeting.
MATTERS FOR INFORMATION	
26-05A/34	Cornwall Councillor's Report Cornwall Councillor Jenkin reported that there is still no date for the 20mph limit to be introduced in Praze; the Sithney 20mph scheme [adjacent to Crowan parish] is still awaited; that the council Cabinet is consulting well with bank benchers on policy.
26-05A/35	Clerk's Appraisal Councillor Thould as Chair of the Staffing Committee gave a verbal report on the satisfactory Appraisal meeting. The Clerk confirmed this and stated that he is grateful for the support and excellent relationship that he has with councillors individually and collectively. Council noted the report.
26-05A/36	Clerk's Report The Clerk reported verbally that: - Damage been done to the play equipment at Nancegollan and to the toilet-roll holder in Praze WC (since rectified). - Town and parish councils have been offered further funding from the 2026/7 Enhanced Local Management Partnership. Council authorised the Clerk to submit a bid for funding for more signs for the public rights of way in the parish. - Coastline has advised that it will pay for the electricity used in three of the four streetlights at Fordh Trevenwen. Council authorised the Clerk to advise national grid

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	that it would not fund the electricity used in the other streetlight (over the village hall carparking spaces).
26-05A/37	External Organisations It was reported that Townshend Village Hall Committee is looking into a ramp to improve access; Nancegollan Village Hall is being prepared for a role as an emergency hub; Praze Institute Committee continues to investigate issues with the floor; Praze Youth Club needs more young adult support.
26-05A/38	Exclusion Of The Press And Public Not enacted.
	DIARY DATES Council: 11 th June 2026 at 7.15pm. Amenities and Environment Committee: 18 th June 2026 at 7.15pm.