

Crowan Parish Council

MINUTES OF THE FULL COUNCIL MEETING

HELD IN THE PRAZE INSTITUTE

ON TUESDAY, 6th DECEMBER 2011 @ 7.15pm

Minutes of Council Meetings are available to view on www.crowan.org.uk; on the Crowan and Leedstown Notice Boards; on Nancegollan and Townshend Village Hall Notice Boards and in Praze Post Office.

Present: Cllr. Roberts (Chairman) Cllr. Cooke Cllr. Henwood
 Cllr. Hosken Cllr. Dr. Jenkin (PC/CC) Cllr. Trevan
 Cllr. Tripp Mrs Thompson (Clerk)

Minute	AGENDA ITEMS	Action
	Prayers – led by the Chairman.	
207/2011	<u>Chairman's Welcome and Public Forum</u> – the Chairman welcomed those present.	
208/2011	<u>Apologies for Absence</u> – Cllrs. Blewett, Christophers and Muriel (all with personal commitments); Cllr. Ward (work commitment) and County Cllr. Keeling. Cllr. Butcher was not present.	
209/2011	<u>Members' Declarations:</u> a. <i>Declarations of Interests, in Accordance with the Agenda</i> – Cllr. Jenkin pointed out that as a County and Parish Councillor, there might be topics for discussion, which she would have to consider afresh at CC-level. b. <i>Declarations of Gifts over £25</i> – none	
210/2011	<u>Casual Vacancy</u> – Notices have been placed advertising the vacancy, created by the resignation of Mrs Paula Jeffery. If no election is called, Members will be able to co-opt after 13 th December 2011. It was RESOLVED to co-opt Cllr. Trevan to be one of the Parish Council's representatives to the Community Network Meetings. The Clerk to advise CC.	Clerk
211/2011	<u>Outside Bodies</u> – a. <i>Police</i> – PCSO Saddler sent her apologies and a written report (copy on file). PC Richard Wearne is the new Beat Manager in Helston, covering the Helston North area (including Crowan). b. <i>County Councillor</i> – limited to 5 minutes. <u>Cllr. Keeling</u> – sent his apologies and a written report (copy on file). He advises Leedstown School is part of the Tregonning Community Partnership, together with 5 other schools in the area. He has met with the newly appointed school managers to discuss funding possibilities to kick start initiatives to help and protect small schools that are under considerable pressure due to the small numbers of pupils in attendance. See also 214/2011 for further comments from Cllr. Keeling. Cllrs. Henwood and Hosken arrived at this point. <u>Cllr. Jenkin</u> – spoke to her written report (copy on file). She asked that any email on CC business should be sent to letjenkin@cornwall.gov.uk . She was asked about block funding grants and its impact on Cornwall.	
212/2011	<u>Minutes of Meetings</u> – a. <i>Full Council Meeting</i> – 10 th November 2011. Minute 190e/2011 amended to read: "...concern was expressed that there has been some encroachment to the highway of a property..."; Minute 195b/2011 amended to read: "...Cllr. Cooke to put a socket in the meter box for this purpose. The Parish	

	<p><i>Council's contribution to the project will be to provide the electricity." With these amendments, the Minutes were AGREED as a true record.</i></p> <p>b. <i>PROW Committee Meeting – 16th November 2011. Cllr. Jenkin spoke to some amendments, which need to be made: the top and bottom sentence of paragraph 3 of PR46a/2011 should be placed within PR46G/2011. With these amendments, the Minutes were AGREED as a true record, but signing was deferred to January, to permit time for the Clerk to produce a 'clean' copy for the Chairman's signature.</i></p> <p>c. <i>Amenities Committee Meeting – 22nd November 2011. Minute AC71b/2011 should read: 'V-bridge – has been fitted', AC77/2011 amend to read: "...he would be willing to consider allotments on his property..."; with these amendments the Minutes were AGREED as a true record.</i></p>	
213/2011	<p><u>Planning Applications Received –</u></p> <p>a. <i>PA11/08700, Hr. Cargenwen, Black Rock – erection of 55kW Endurance E-1320 wind turbine on a free standing monopole tower. The Clerk reported an extension to deal with this application had been granted. Cllrs. Henwood and Jenkin had visited the site and pointed out that:</i></p> <ul style="list-style-type: none"> • <i>There are no near neighbours, so it is unlikely to have noise issues or objections (not in Crowan Parish and very little visibility from Crowan Parish); no wildlife or environmental impacts; meets policy and design guidelines; economic benefit to local community; small (25m tower) meets size for landscape designation guidelines; painted off white with green tower will reduce visibility and flicker (only 192m flicker zone); no properties nearby.</i> • <i>It will be visible mainly from Troon and Beacon; concern on accumulative effect with other applications in the pipeline and expected; area of Great Landscape Value – potential impact but see above – suitable for landscape characterisation.</i> <p>OBJECT <i>on the grounds of visual appearance and that it would set a precedent for such developments within the parish. Members wish the Cornwall Council to consider the accumulative effect created by applications for one wind turbine at a time. They are of the opinion that this highlights a loophole in CC policy on wind turbines. Copy of the response to be sent to Cllr. Jenkin.</i></p>	Clerk
214/2011	<p><u>Other Planning Matters –</u></p> <p>a. <i>Affordable Housing – Minute 190a/2011 refers. The Chairman gave a recap of the Meeting with First Step Homes and CC Officers and reminded Members that the discussion was not to be discussed outside of Council, as it contained confidential business information. Cllr. Trevan reported that he had been doing some 'number crunching' and gave Members some figures to consider. There was some general discussion about the number of properties, which could be accommodated on the site. The Chairman reminded Members that no decisions had yet been taken and none would be taken, prior to the public consultation in January.</i></p> <p>b. <i>Enforcement Issues – Members received updates from Ms Kirsty Smith, Planning Enforcement Officer, regarding:</i></p> <ul style="list-style-type: none"> • <i>EN11/02372, Lane Nr. To Binnerton Manor, Binnerton Road, Leedstown – Minute 190b/2011 refers. The outcome of a land registry search is still awaited. When it is received Ms Smith will invite the landowner to apply for permission to keep the shed and polytunnel.</i> • <i>EN08/00387, Land Opposite 46 Praze Road, Leedstown – Minutes 190c/2011 refers. Possible occupation of a caravan on the site. Ms Smith reports she has viewed the caravan, which is only used for storage. The caravan was intended to be a site office for application PA11/02692, which has now been refused. She has asked the owner to remove the caravan, but may allow it to remain whilst an appeal is lodged. See also 217b/2011 below.</i> 	

	<ul style="list-style-type: none"> • <i>Land on the B3303, Near the Junction with the lane that goes to Halgarrack Farm</i> – Mr Ellis Hughes, CC advises that damage to a boundary is not a planning enforcement issue. The Clerk to go back to Mr Hughes and point out that Members' concern is that there has been some encroachment to the highway (see 212a/2011 above). It is this which they believe might be a planning enforcement issue. • <i>PA08/01139 & PA10/07894, Higher Cargenwen Farm</i> – Members to receive a letter of complaint, regarding outstanding enforcement issues: <ul style="list-style-type: none"> • Demolition of unlawful chalet bungalow used for residential purposes for two years. The Clerk to request a progress report. Members believe that there may be someone living there. • Removal of two residential caravans that have remained on site for almost four years – surely the extension to dwelling house is completed after all this time. Again, the Clerk to request a progress report. Members believe that there may be someone living there. • Removal of barn not constructed in accordance with planning approval. • Clearance of site to original state. <p>The Clerk reported that permission was granted for PA08/01339, but refused for PA10/07894.</p> <p>c. <i>Planning Applications</i> – no planning applications are anticipated.</p>	Clerk Clerk Clerk
215/2011	<p><u>Planning Permission Granted by Cornwall Council</u> – information only.</p> <p>a. <i>PA11/04920, Drym Farm, Drym Lane, Praze</i> – LBC for conversion of outbuildings to provide 2 holiday units.</p> <p>b. <i>PA11/05033, Mill House, Tremayne, Praze</i> – erection of a storage shed.</p> <p>c. <i>PA11/06656, Carn Meor Far, Black Rock</i> – erection of a 50kW solar photovoltaic array.</p> <p>d. <i>PA11/06703, Land NW of Kencliffe, Fraddam Road, Leedstown</i> – construction of dwelling and associated works. Members were gratified that a clause had been included to compel the creation of parking and turning areas before any of the development is brought into use.</p> <p>e. <i>PA11/07612, Hallegan Manor Barn, Hellegan</i> – erection of ground mounted solar panels.</p> <p>f. <i>PA11/08779, Trethannas Cottage, Trethannas Lane, Praze</i> – two-storey extension to dwelling and erection of a detached garage.</p>	
216/2011	<p><u>Planning Applications Withdrawn</u> – information only.</p> <p>a. <i>PA11/07114, Pheasant Cottage, Clowance</i> – extension to dwelling.</p> <p>b. <i>PA11/07396, Pheasant Cottage, Clowance</i> – LBC for extension to dwelling.</p>	
217/2011	<p><u>Highways Issues</u> –</p> <p>a. <i>Bus Stop, Praze</i> – Minute 192a/2011 refers. Mr David Edwards, CC's Passenger Transport Unit queried if Members really wish to have the bus stop re-sited, to School Road at the junction with Trethannas Gardens; pointing out the distance which passengers would have to walk to get to Station Hill / Fore Street. Members confirmed their request, the Clerk to advise Mr Edwards.</p> <p>b. <i>Land Opposite 46 Praze Road, Leedstown</i> – Minutes 192c/2011 refer. Mr Mike Peters, Highways Manager advises that there is some obstruction of the highway verge and to a greater extent the entry splay to the byway. Mr Colin Bayes, Senior Countryside Officer has written to the owners and requested the obstructions are removed. Should this fail to resolve the matter, more formal proceedings will be commenced. See also 214b/2011.</p> <p>c. <i>Road Repairs</i> – Minute 201b/2011 refers.</p>	Clerk

	<ul style="list-style-type: none"> • <u>Outside the Old Antique Shop, Leedstown</u> – in his report, Cllr. Keeling said that he has asked Mr Dave Vincent, Highways to visit the Antique shop development in Leedstown to assess the condition of the road and report back to him with any issues. • <u>Carsize Lane, Leedstown</u> – Cllr. Keeling also said he had visited to assess the condition of the lane and if there is any action that could be taken in conjunction with Countryside Access. He has managed to have a couple of byways resurfaced in the ward, though it is usually only temporary, it achieves a reasonably good surface for some time. <p>d. <i>Road Closure</i> – Bunkers Hill, Townshend from 16th to 20th January 2012 (0730 to 1800 hours).</p>	
218/2011	<p><u>Environmental and Health Issues</u> –</p> <p>a. <i>Open Air Concert, Praze</i> – Minute 193a/2011 refers. Mr Bob Mears, CC, advised the event was issued with a Temporary Entertainment Licence.</p> <p>b. <i>Public Convenience Review</i> – Minute AC77/2011 refers. CC's threat to close the WCs at Praze has been withdrawn for 12 months. Mr Charlie David, CC's Strategic Waste and Landscape Manager has indicated that the toilets will receive no further funding from Cornwall Council – even if delayed by a year, they would not invest any capital into the facility. Members were reminded that County Cllr. Graeme Hicks had previously advised that funding capital could be available. Cllr. Jenkin reported there are discrepancies in the sums being offered to different Parish Councils, which she will be investigating.</p> <p>Noted the current cost, to CC, of running the toilets is £5,750.75 p.a.</p> <p>Cllr. Cooke was asked to carry out a feasibility study and come back to the next meeting with costings for a 'counter' device; to include keeping the devices in situ for as long as possible to gauge usage in the winter and summer months.</p> <p>c. <i>Crenver Grove Woods</i> – Minute AC79/2011 refers. The Amenities Committee is in the process of contacting the Sustainable Trust to enquire if they would have any objection to the provision of a dog waste bin.</p> <p>d. <i>Cornwall Farmers</i> – Minute 201d/2011 refers. Members considered the quantity of builders' rubble on this site. NFA at this time.</p>	Cllr. Cooke
219/2011	<p><u>Standing Committees</u> –</p> <p>a. <i>Public Rights of Way (PROW) Committee</i> – Meeting held on 16th November 2011. Cllr. Jenkin reported she has asked for the maps to be provided on CD. Cllr. Trevan said he had met with Mr Sanders to look at the cutting regime and some savings had been identified.</p> <p>b. <i>Amenities Committee (AC)</i> – Meeting held on 22nd November 2011.</p> <p>The Clerk was asked to ascertain the cost of employing the services of a solicitor or conveyancer to deal with registering Council-owned property with the Land Registry.</p> <p>Noted that following a revision of the Council's Asset Register, it has been necessary to increase our insurance cover by £13,087.21, at an additional cost of £30.89 for the remainder of this financial year.</p>	Clerk
220/2011	<p><u>Village Organisations</u> –</p> <p>a. <i>Leedstown Village Hall</i> – no report, in the absence of Cllr. Christophers.</p> <p>b. <i>Nancegollan Village Hall</i> – Cllr. Tripp reported the Christmas lights are ready for the 'switch-on' on Thursday. A number of coach trips have been organised. Finances are looking good. Cllr. Cooke reported the Christmas lights at the top of South View are 'online'.</p> <p>c. <i>Praze Institute</i> – Cllr. Jenkin spoke of the planned improvements and those which have already been undertaken. A Senior Citizens' lunch will be held this Friday. The AGM will be held on 5th January 2012.</p>	

	<p>The Clerk to contact <i>The Chronicle</i> with a view to placing a regular article.</p> <p>d. <i>Townshend Village Hall</i> – Cllr. Trevan reported the Big Breakfast had raised £670. He spoke of the various events that are scheduled.</p> <p>e. <i>Crowan School</i> – in the absence of Cllr. Muriel, there was no report</p>	Clerk
221/2011	<p><u>Financial Matters</u></p> <p>a. <i>Accounts for Payment</i> – Schedule No.2011/12-8, to a value of £1,584.49 was APPROVED for payment. One of the cheques had not been made out. The Clerk will circulate for signature. Cllr. Henwood asked the Clerk to check how many grass cuts had been carried out on the playing field.</p> <p>b. <i>Budget Monitor</i> – the Clerk pointed out that since printing the reports, an additional payment had been made to Glendale for November grass cuts less a contribution to the damaged goalpost.</p> <p>c. <i>Draft Budget 2012/13</i> – it was RESOLVED to accept the draft budget (previously circulated) and to keep the precept at £36,000 for 2012/13. The Clerk to advise CC.</p> <p>d. <i>Funding Applications</i> –</p> <ul style="list-style-type: none"> • <u>Shelterbox</u> – Minute 201c/2011 refers. A decision on a possible donation, in recognition of Mr Sam Gambier’s epic world cycle ride, was deferred to the end of the financial year. • <u>Praze an Beeble Football Club</u> – it was RESOLVED to make a donation of £25 towards the £1,050 cost of materials to build full showering and toilet facilities. • <u>Victim Support</u> – Devon & Cornwall branch. NFA. 	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
222/2011	<p><u>Administration</u></p> <p>a. <i>Council Computers</i> – Minute 197a/2011 refers. Cllr. Cooke reported that the advertisement for the sale of the printer and flat-top computer screen will be in the ‘free-ads’ this week.</p> <p>b. <i>Crowan Website</i> – Minute 197b/2011 refers.</p> <ul style="list-style-type: none"> • <u>Number of ‘Hits’</u> – the Clerk reported that during the period 3rd November – 3rd December there had been 77 ‘hits’ on the website. This compared to 109 for the previous month. • <u>Photographs and CVs</u> – Members to action. • <u>External Website Links</u> – the Clerk reported that Mr Tim Cogher has yet to create a link from the Council’s website to that of Crowan Primary School; nor has he included the contacts on the ‘Vital Venues’ website. Cllr. Trevan though the link to the school had, in fact, been made. He will check. The Clerk advised that Leedstown Primary School is amenable to Members’ request to have a link to/from their website. However, in view of ongoing issues, this has been deferred to January. The Clerk to seek to make similar arrangements with Sithney and Godolphin Schools in the New Year. <p>c. <i>Generic Risk Assessments</i> – Minute 197c/2011 refers. Cllr. Jenkin reported that she has yet to complete a generic risk assessment for organised activities on The Plan and Nancegollan Village Green, but will do so shortly.</p> <p>d. <i>Remembrance Service</i> – Minute 179f/2011 refers. Members thought it went well and no changes are needed for 2012.</p>	<p>Cllr. Cooke</p> <p>Cllr. Trevan</p> <p>Clerk</p> <p>Cllr. Jenkin</p>
223/2011	<p><u>QEII Jubilee Celebrations</u> – Minute 198/2011 refers. Cllr. Jenkin said Cllr. Blewett was going to speak to other local organisations, regarding the organisation of a Beacon on Black Rock.</p>	Cllrs. Blewett / Jenkin
224/2011	<p><u>Documentation</u> –</p> <p>a. <i>CC Leader Message</i> – previously forwarded to those with email.</p>	

	<p>b. <i>CC Off-street Parking Order 2012</i> – consultation, deadline 16th December 2011, see: www.cornwall.gov.uk/TrafficConsult.</p> <p>c. <i>Cornwall Ancient Tree Forum</i> – newsletter (received from Mr Tim Kellett), which can be circulated on request.</p> <p>d. <i>Jubilee Woods</i> – The Woodland Trust has emailed the latest news bulletin, which can be forwarded, on request.</p> <p>e. <i>The Clerk Magazine</i> – November 2011.</p> <p>f. <i>War Memorials Trust</i> – Bulletin No.51, November 2011.</p> <p>g. <i>Thank You Letters</i> – received from:</p> <ul style="list-style-type: none"> • Cornwall County Playing Fields Assoc. • Spectrum 	
225/2011	<p><u>Diary Dates</u> –</p> <p>a. <i>Council Meetings</i>:</p> <ul style="list-style-type: none"> • <u>Full Council Meeting</u> –12th January 2012. • <u>Amenities Committee Meeting</u> – 25th January 2012. • <u>PROW Committee Meeting</u> – 26th January 2012. <p>b. <i>Clerk’s Leave</i> – from 22nd December to 2nd January inclusive.</p> <p>c. <i>Helston & The Lizard Community Network</i> – the next Meeting will be held in 25th January 2012, 1900 in the Ceremony Room, Helston OSS.</p>	
226/2011	<p><u>Information Only / Items for Future Agendas</u> –</p> <p>a. <i>Leedstown Parking</i> – issues relating to inconsiderate parking.</p> <p>b. <i>Illegal Signage</i> – Leedstown, Drym and Horsedowns.</p> <p>c. <i>Account Audit Check</i> – the Clerk to arrange an Audit for January.</p>	<p>Cllr. Tripp Cllr Henwood Clerk</p>

Signature: (Cllr. Roberts)
Chairman

Date: 12th January 2012