

**MINUTES OF THE ST NEOT PARISH COUNCIL MEETING HELD ON
WEDNESDAY, 12TH JUNE 2019 AT 7:30PM IN THE COMMITTEE ROOM, ST
NEOT SOCIAL CLUB, ST NEOT**

Present: Councillors Dr L Jones (Chair), C Smith, H Bunt, P Critchon, A Bellringer, G Rogers, R Berrett, D Lucas, T Hooper and O Burrows.

Cornwall Councillor M Eddy
Natalie O'Neill
Sue Blaxley (Parish Clerk)

The Chair opened the meeting at 7:30pm.

Public Participation

None

1. Apologies

None

2. To confirm the minutes of the last meeting

The minutes of the meeting held on 8th May 2019, having previously been circulated, were agreed as an accurate record.

3. Declarations of interest in items on the agenda

None

4. To receive a report on any matters arising from the previous meeting

The Chair said that she had received a letter from the vicar thanking the parish council for their donation for works to the cemetery. She said that it is hoped to renovate the steps into the cemetery. The Chair said that she and Councillors T Hooper and D Lucas were communicating regarding the Community Emergency Plan. She said there is a specialist at Cornwall Council who will assist with the preparation of the CEP. She said that she had received a request from Sarah German to use the pavilion for a child's birthday party and to have a bouncy castle in the playing field on the same occasion. It was agreed that Councillor T Hooper and the Clerk would liaise with Sarah German. The Chair said that she had also received an enquiry regarding ponies on Goonzion which she would answer.

5. To receive the Chairman's Communications

None

6. To answer any questions from Councillors, previously notified to the Clerk

None

7. To receive a report from the Clerk

None

8. Councillor Surgery at Local Produce Market

To receive feedback from the Councillor surgery on Saturday 1st June 2019 and to appoint a volunteer for the next surgery on Saturday 6th July 2019

It was noted that Councillor P Critchon had attended the market on Saturday 1st June 2019. She said that parishioners have complained that the ground at Golitha Falls is in a poor state of repair due to an increase in footfall. It was agreed that this is the responsibility of Natural England. She also said that parishioners are complaining that cars are parked in the passing bays near Golitha Falls. It was agreed that this is the responsibility of the Highways Department. Councillor P Critchon said that parishioners have complained that rubbish bags are being left out and ripped open by seagulls. The Chair said that Cornwall Council sell seagull proof sacks and it was agreed that Councillor P Critchon would put a note in St Neot News informing parishioners of this fact. She said that a number of visitors to the market commented that the village is looking tidy and the new signs are looking visually pleasing. With respect to distributing St Neot News in an audible format as well as a written format, she said that two parishioners have said they would like this but no one has offered to undertake the task. Councillor P Critchon said that she would pursue it under Neighbours Together. She said that the lables for the dog faeces bins is a work in progress. Councillor Dr L Jones volunteered to attend the market on Saturday 6th July 2019.

9. PCSO

To receive and consider a presentation from the Police Community Support Officer

Police Community Support Officer Steve Edsar said that he has been the PCSO for Liskeard Rural since January 2019 and that the aim of his role is to work with communities to solve issues and to keep communities running. He said that his

contact telephone number is for use in reporting community issues that require medium or long term attention as opposed to crime which should be reported using 101 or 999. The Chair said that there has been a spate of vandalism in the parish in recent months including cattle grid gates being driven into, signs being knocked down, the vandalism of the kiosk at Colliford Lake and the vandalism of Tredinnick Methodist Chapel. She also said that, until two years ago, LHYSF met on a regular basis which was a very useful forum. She said that she would like this forum to be resurrected. PCSO Steve Edsar said that it depends on staffing availability. Councillor T Hooper asked PCSO Steve Edsar to clarify the type of issues that should be reported to him. He said that issues such as suspicious vehicles or missing possessions should be reported to him. He explained County Lines which is where people, often children or young people, are moved from one place to another very quickly to undertake crime. Councillor H Bunt asked if there is a PCSO Facebook page. PCSO Steve Edsar said that there is but it is not an avenue for reporting crime. Councillor H Bunt also said that it would be beneficial to have a PCSO presence at the carnival on 23rd June 2019. PCSO Steve Edsar said that he has walked around the village on several occasions. He explained that Liskeard Police Station will be relocating in February 2020 from Heathlands to the new police office back near the fire station site in Liskeard.

10. To receive reports from -

a) Cornwall Councillor M Eddy

Cornwall Councillor M Eddy said that the Climate Change Strategy is work in progress. He said that the funding for the Spaceport is looking favourable. He explained that Cornwall Council is seeking 500 foster carers in Cornwall. He also said that there are three ongoing planning enforcement notices in the parish. He said that the first 4G broadband has been installed in the parish. Councillor G Rogers asked Cornwall Councillor M Eddy when the highways works reported to Paul Allen will be carried out as, to date, none of them have been undertaken. Cornwall Councillor M Eddy said that he would pursue this matter

b) Goonzion Commoners

The Chair reminded Councillor H Bunt that she would like to receive a copy of the list of commoners on Goonzion.

b) Bodmin Moor Parishes Group

None

c) Liskeard Looe Community Network Panel

Councillor D Lucas reported from the meeting as follows: "Armand Toms has

stood down as Chairman of the LLCNP. We voted in Derris Watson as the new Chairman and Martin Eddy as the vice-chairman. They will be contributing to work on new TOR for the LLCNP. These panels may well have an increasing role in the future. We shall soon be down to 87 Cornwall Councillors - compared with several hundred when we had the District Councils. The CNPs offer a meeting point for Council officials, Cornwall Councillors, Town and Parish councils and organizations such as the police, fire and ambulance services. Superintendent Ian Drummond-Smith - area manager for East Cornwall discussed pressures on policing and the difficulty now of "neighbourhood policing" as we used to know it. Nationally we have lost 20,000 police officers and 20,000 staff during the austerity period. And funding in Cornwall is less than 80% of the national average! But demand, e.g. cyber-crime, has increased. So, we do not see bobbies on the beat as both the police and the public would like. Richard Deavall - a Tri-Service Officer for Looe and Liskeard described the work of the Tri-Service Force - a new initiative currently only operative in Cornwall. Richard is trained in three disciplines: fire-fighting, policing, and paramedical work. He works a 12-hour shift - three days on and three days off, backing up the other services. For instance, if a 999 call requires medical help, but the nearest ambulance will be delayed, a TriService Officer may attend as first respondent until the ambulance arrives. Mike Tremellen, a full-time fireman, discussed the fire service. In our area, we only have full-time firemen in Bodmin and Liskeard - between 7 in the morning and 7 in the evening. At other times we rely on on-call firemen. Hence a slower response. The most common cause of fires is in the kitchen! So simple precautions there pay the most dividends. A free home fire safety check is available - go the Cornwall Council Web site. Suzanne Wixey - the Service Director for Adult Care discussed Adult Social Care. The emphasis is now on the needs of the individual and much more joined-up working between the medics and the social care people. Bed-blocking at Treliske is now well down. Paul Allen - who manages Highways for Cornwall Council - discussed the Highways Scheme. A reminder - the LLCNP will have £50,000 for each of four years for projects to enhance road safety in the Liskeard/Looe area. There is slow but steady progress with the 16 schemes under proposal in the first year. This year there are 18 new Expressions of Interest with 6 coming from St Neot. These will be considered by a fiveperson panel and approved or otherwise at the CNP meeting on 14 October 2019".

11. To authorise the signing of orders for payment, including –

Julie Ball (Cleaning of toilets and Pavillion – June 2019) - £195.00
Classic Fire Limited (Fire Alarm and Extinguisher Service – Cott Yard) - £135.00
Owain Burrows (Roses and gardening equipment for Doorstep Green) - £137.65
Mrs S Blaxley (3 months salary and expenses) - £2199.56
HMRC (Employee Tax/NI) - £4.98
Lanhydrock Garden Services Ltd (Grass Cutting) - £432.00
Poppy Crichton (Materials for notice board) - £116.68
Richards Builders Merchants (Building Materials) - £33.63

HMRC (Employee Tax/NI) - £47.58
Information Commissioner (ICO renewal) - £40.00
St Neot Social Club (Cleaning materials for toilets) - £46.75
Julie Rowe (Cleaning Cott Yard) - £112.50
St Neot News (6 months expenses) - £360.94
Christian Smith (Lettering for sign and black bin bags) - £76.00

It was proposed by Councillor D Lucas and seconded by Councillor R Berrett that all of the above orders for payment be authorized. All Councillors voted in favour of this proposal.

12. To receive correspondence from -

a) Cornwall Council

None

b) Others

None

13. Finance Report

To receive a current financial statement of the accounts and to review income and expenditure against budget

The Clerk reported that this month we have received income of £136.50 from Menheniot Post Office for rental of the Pavilion. The accounts balance at £68,582.09. The Chair signed the cash book.

14. Review of Accounts

To review the end of year accounts for 2018/19

It was noted that everyone had received a copy of the Analysis of Receipts and Payments with their agenda. The Clerk explained the payments and receipts and invited questions on the figures presented. She explained that the figures from the Analysis of Receipts and Payments have been transferred to the Annual Return which will be sent to the external auditor. She also read out the statements detailed on the external audit form relating to the Annual Governance Statement.

14.1 It was proposed by Councillor G Rogers and seconded by Councillor C Smith that the Annual Governance Statement 2018/19 be approved for submission to the external auditor. All Councillors voted in favour of this proposal. The Chair requested some items in the document receive further

annotation for clarity e.g. the insurance payment. The Clerk agreed to this and to circulate the more detailed spreadsheet of accounts.

24.2 It was proposed by Councillor Dr L Jones and seconded by Councillor T Hooper that the Accounting Statements 2018/19 be approved for submission to the external auditor. All Councillors voted in favour of this proposal.

15. Laptop

To consider purchasing a new laptop for parish council business

The Chair reported that the laptop which is used by the Clerk for parish council business has become very slow and unreliable. It was proposed by Councillor T Hooper and seconded by Councillor G Rogers that the Clerk be authorised to purchase a new laptop to be used for parish council business and that the existing laptop be traded in against the new one. All Councillors voted in favour of this proposal.

16. Doorstep Green and Playing Field

To receive and consider the action to be taken in respect of the defective adult fitness equipment

Councillor C Smith explained that the rubber limiters on all the pivoting machines, of which there are four, have disintegrated and that whilst they have been replaced, the fixings are incorrect so the rubber is being cut when the machines are used. He said that the expected life span of the rubber limiters is one year. The Chair said that she had written an official letter of complaint to Schoolscapes and Fresh Air Fitness concluding by saying that it seems likely that only a very long warranty period for the four items, once a solution to the faulty limiters has been reached thus rendering them fit for purpose, or our monies returned in full for the four faulty items, are likely to be acceptable to the Parish Council, and ultimately the funders. Councillor C Smith said that he has spoken to the Managing Director of the company and they are aware of the problem and are working on a solution. He said that they have been very helpful and have offered some alternative solutions: four different pieces of equipment to replace the faulty ones (2 x ride on pedal bikes and 2 x leg press machines) or the parish council waits for a period of 6 months until the company has found a solution to the problem and that if this is not the case at the end of that term, the monies paid for the defective machines would be refunded. Councillor C Smith said that the faulty machines are still useable. He said that if the company goes bankrupt in the meantime whilst they are searching for a solution, no money would be refunded. Councillors agreed that the company should be given a short amount

of time to find a solution to the problem and if one is not found, the parish council should ask for a full refund for the defective machines. Some councillors said that 6 months would be a suitable timescale and others said 3 months would suffice. Councillor P Critchon said that she thought that the parish council should ask for the money back now and purchase replacement equipment from another company. Councillor A Bellringer asked if a new guarantee will be given if a solution to the problem is found. Councillor C Smith said that this could be negotiated. It was proposed by Councillor C Smith and seconded by Councillor G Rogers that the company be given 3 months to rectify the problem and that if this does not happen, the parish council would reconsider what action to take, like a full refund of the monies paid for the four pieces of faulty equipment. All Councillors voted in favour of this proposal.

To receive and consider the quotations for a replacement basket swing

Councillor C Smith reported that, at the last meeting, it was resolved that the timber cross beam on the basket swing would be repaired. However, he said that when he started the repair, it was evident that the posts had started rotting too and therefore, the frame was deemed to be beyond repair. Therefore, after having a site visit with four fellow councillors, he explained that he had sought quotations for a replacement basket swing on either a timber frame or a steel frame. He explained that Schoolscapes do not supply a basket swing on a steel frame and the cost of one on a timber frame is £3,195 but it is too big, being 4m wide. He said that Caloo will supply a basket swing on a steel structure at a cost of £3,156 but their swing on a timber frame at a cost of £2,654 is too big. He said that Playground Supplies will supply a basket swing on a metal frame for £4,627 and on a timber frame for £3,348. He explained that the prices from SW Play are £2,359 and £2,359 respectively. It was noted that all the prices quoted are for delivery only and are exclusive of VAT. It was noted that SW Play offer a 5 year corrosion protection on the steel frame and a 10 year guarantee against wet/dry rot on the timber frame. Councillor P Critchon asked if the frame could be purchased without the swing. It was agreed that it could but it was best to purchase the unit in its entirety. Some discussion took place as to whether a wooden or steel frame would be preferable. It was proposed by Councillor Dr L Jones and seconded by Councillor O Burrows that, given the longer warranty, a basket swing on a wooden frame be purchased from SW Play at a cost of £2,359 plus VAT. All Councillors voted in favour of this proposal. Councillors T Hooper, O Burrows, G Rogers, C Smith and Dr L Jones said they would install the unit. It was noted that some of the rubber matting underneath the swing may need replacing.

To receive and consider a report on any other matters arising relating to Doorstep Green and the Playing Field

Councillor O Burrows said that the parish council needs to decide how to proceed with redeveloping the boardwalk area. It was agreed that the matter

would be discussed at the next meeting of the parish council.

17. Carnival Float

To consider the preparation of a carnival float

Councillor Dr L Jones suggested that a carnival float be constructed with a theme of ways of living in harmony with the environment in our Parish compared with ways that may harm it. It was agreed that councillors would email ideas to the Chair around this theme and that works to prepare the float would take place on Friday 21st June 2019 from 5:30pm.

18. Village Clean Up

To consider undertaking a village clean up

Councillor C Smith said that the area around the playing field and from the car park through the village to Loveny Close needs cleaning up prior to the Carnival. It was agreed that this would be undertaken on Wednesday 19th June 2019 from 6:30pm.

19. Greening the Parish

To receive and consider a progress report on the first steps towards greening the parish

The Chair said that the prime motive of Cornwall Council is to take action on climate change. She said that Central Government and Cornwall Council have both declared a climate change emergency as have some parish councils. She asked councillors if they wanted to declare a climate change emergency in St Neot. Councillors did not feel ready for this step at the moment. The Chair said that of the questionnaires completed, the priorities identified for greening the parish were the installation of LED bulbs in all facilities owned by the parish council which also lowered cost and the planting of trees where suitable. She said that some councillors have not yet completed the questionnaire but when all responses have been received, a decision could be made as to the priorities for greening our parish.

20. Cott Yard

To receive and consider a report on any other matters arising relating to Cott Yard

Councillor C Smith explained that he was seeking quotations for re-tiling an area of approximately 15 tiles in the kitchen in Cott Yard. He said that Bob Pollard would undertake the work for under £200. It was proposed by Councillor A

Bellringer and seconded by Councillor G Rogers that Bob Pollard be asked to undertake the work at his earliest convenience. All Councillors voted in favour of this proposal.

21. Toilets and Car Park in St Neot

To receive and consider a report on any matters arising relating to the toilets and car park in St Neot

None

22. Street Lighting

To receive and consider the action to be taken in respect of the street lights in Market View, Lampen Terrace and the car park

The Chair reported that the street light which is left on all day in Market View is owned by Cornwall Housing Association and they have been informed. She said that the street lights in Lampen Terrace and the car park are owned by the parish council and are paid for on an unmetered, estimated supply. She said that the bill may be reduced if LED bulbs were installed in these lights. It was proposed by Councillor P Critchon and seconded by Councillor D Lucas that the Clerk asks Daryll O'Neill to install LED bulbs in these street lights. All councillors voted in favour of this proposal.

23. Co-option

To receive and consider applications for co-option onto the parish council

Natalie O'Neill introduced herself and outlined her background and personal experience. She said that she would welcome the chance to contribute to the community by being a member of the parish council. It was proposed by Councillor G Rogers and seconded by Councillor D Lucas that Natalie O'Neill be co-opted onto the parish council. All Councillors voted in favour of this proposal.

24. Date of next meeting

To confirm the date and venue of the next Parish Council meeting which will be on Wednesday 10th July 2019

The date of the next meeting of St Neot parish council will be on Wednesday 10th July 2019 commencing at 7:30pm.

There was no further business and the meeting closed at 9:35pm.