

**MINUTES OF THE ST NEOT PARISH COUNCIL MEETING HELD ON
WEDNESDAY, 20TH NOVEMBER 2019 AT 7:30PM IN THE COMMITTEE
ROOM, ST NEOT SOCIAL CLUB, ST NEOT**

Present: Councillors Dr L Jones (Chair), C Smith, A Bellringer, G Rogers, D Lucas, H Bunt, N O'Neill, P Crichton, R Berrett and O Burrows.

Cornwall Councillor M Eddy for part of the meeting.
Sue Blaxley (Parish Clerk)

The Chair opened the meeting at 7:30pm.

Public Participation

A member of the public said that Jenny Hart had submitted proposals to the parish council in July 2018 to alter some PROW at Northwood. He said that he noted that the parish council had set up a PROW Working Party and had walked the routes. He said that one of the proposals is to extend the PROW from Wortha onto the public highway but he emphasised that the section from Wortha through the courtyard at Wortha and onto the road is not a public footpath. The Chair explained that Mrs Hart had shared her proposals with the parish council some 14 months ago but the parish council has not taken any further action recently in respect of the matter, the PROW working party has been disbanded as Cormac is inspecting the routes and that the parish council has not retained any copies of Jenny Hart's plans or proposals for the PROW.

1. Apologies

Apologies were received and accepted from Councillor T Hooper.

2. To confirm the minutes of the last meeting

The minutes of the meeting held on 9th October 2019, having previously been circulated, were agreed as an accurate record subject to an alteration to minute 17, line 11 changing "Neighbours Together will also be at the parish council's table at the market" to "may share the table at the market".

3. Declarations of interest in items on the agenda

Councillor G Rogers declared a prejudicial interest in item 12 on the agenda.

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

The Chair circulated the asset inspection report for 2019/20. She said that items typed in red in the report are matters that require attention.

5. To receive the Chairman's Communications

The Chair said that she had received a letter from Malcolm Woodward regarding flooding in the village which will be considered under item 13 on the agenda.

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

None

7. To receive a report from the Clerk

None

8. Doorstep Green and Playing Field

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

Councillor C Smith said that the four items of fitness equipment which have faults with the shock absorber limiters will be replaced in January, free of charge. He said that the gully in the playing field needs cleaning out as it is silting up. Councillors P Crichton, R Berrett and C Smith said that they would attend to this. Councillor C Smith said that the bridge into Doorstep Green needs cleaning.

9. Cott Yard

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

Councillor C Smith said that the exterior of Cott Yard has now been painted. He said that he was endeavouring to source a company who will provide a service contract for the heat pump in Cott Yard. It was noted that the gutters around the rear yard need to be cleaned as soon as possible. Councillor O Burrows said that he would attend to this matter tomorrow.

10. 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

The Clerk commented that the invoice for the water for the toilets seems high. It was agreed that the Clerk would look at the previous year's invoices to ascertain if this is the case. Councillor C Smith said that the traction engine (on Food and

Farming Day) would have used a considerable amount of water.

11. Community Emergency Plan

To receive and consider the working document and its implementation

Councillor D Lucas said that he had circulated a copy of the first draft of a plan for formulating a CEP. He said that the overall aim is to produce a short, specific document with a logical flow. He explained that there are three types of emergency which could be considered: individual (these would not necessarily be included in the CEP), major emergencies facing St Neot parish (support would be forthcoming from the emergency services) and national emergencies (support would not be forthcoming from the emergency services). Councillor D Lucas outlined how the plan could be structured to include roles, resources, risks, organisations that would help, communications, how the plan works and insurance implications. It was noted that the parish council would receive £100 from Cornwall Council if the parish council has voted to write a CEP and a further £400 on completion of the CEP. Councillor R Berrett commented that the parish council needs a CEP and Councillor P Crichton said that she agrees with the principle of having a set procedure in place in the event of an emergency. Councillor H Bunt said that some form of plan is required but he has concerns about the liability of individuals if they offer advice in the event of an emergency. He said that the parish council's insurance policy would need to be extended to include Professional Indemnity Insurance. It was noted that the cost of doing this would be approximately £500 - £600 pa. Councillor O Burrows said that a CEP as outlined is "over the top" especially for a local emergency as the emergency services will be on hand to assist. He said that it is necessary to have some form of plan in the event that a more widespread emergency takes place. He said that the list of volunteers should be confidential and released on a "need to know" basis. Councillor N O'Neill said that it is important to have a plan but that there may be issues surrounding liability and roles of individuals. She said that she thinks the public emergency contact numbers should be incorporated into the main document to encourage parishioners to help themselves. Councillor A Bellringer said that he can understand that parts of the CEP would be useful but that liability issues will arise. Councillor G Rogers said that if an emergency occurs, everyone will help those that they need to and that if there is a major emergency, many of the volunteers will be killed or severely injured and unable to help. Councillor D Lucas explained that the plan shows how the parish would cope in the most degraded circumstances. It was noted that under the Civil Contingencies Act 2004, it is not obligatory for town and parish councils to have a CEP. Councillor C Smith said that he does not think that a CEP is needed as the community works very well together and would do in the event of an emergency. Cornwall Councillor M Eddy said that what is required is a list of vulnerable people – who they are and where they are – and this list is passed to the emergency services in the event of an emergency. He said that the emergency services will be on hand to assist in the event of an emergency and they will be

looking to parishioners to provide local knowledge. He said that it is not always the emergency that causes the most problems but the medium and longer term impacts of the emergency. He said that he thinks the CEP should be as simple as possible. It was agreed that further discussion will take place at the December meeting of the parish council.

Councillor G Rogers, having previously declared an interest, left the meeting during discussion of the following item.

12. PROW and Grass Cutting Contracts 2020/21

To consider the PROW and grass cutting contracts for 2019/20

The Clerk explained that the parish council does not have to invite tenders from different contractors for these contracts every year provided they are satisfied with the standard of work being carried out. Councillors agreed that all the work undertaken under the PROW and grass cutting contracts had been inspected and the work was considered to be satisfactory. It was proposed by Councillor Dr L Jones and seconded by Councillor A Bellringer that Gary Rogers be asked to provide a quotation for the PROW contract for 2020/21 and that Lanhydrock Gardening Services be asked to provide a quotation for the grass cutting contract for 2020/21. All Councillors voted in favour of this proposal.

Councillor G Rogers returned to the meeting.

13. Flooding in St Neot

To consider measures to alleviate potential flooding in St Neot

The Chair read out a letter from Malcolm Woodward explaining that on 2nd November 2019, there was an excessive amount of flood water coming down School Hill and into the village. He said that this was because the entrance to a field had been changed using tarmac so the water no longer goes into his field. Councillor C Smith said that he had spoken to Mr Hooper, the owner of the field, who explained that he has repaired the culvert under his field and that there is a 6 -inch pipe which filters into his field. He said that Mr Hooper will give permission for a 12-inch pipe to be installed into the hedge so that the water is diverted over his field into the stream. He will assist with providing the machinery to undertake the works. Councillor C Smith said that the cost of installing 70m of 300mm twin wall pipe will be approximately £1,200. He said that it will only be effective if the entrance to the pipe is kept clear. He emphasised that it will minimise the flood risk but it will not prevent it. It was proposed by Councillor Dr L Jones and seconded by Councillor D Lucas that Councillor C Smith continues to liaise with Mr Hooper and submits some accurate figures of the costs involved to the December meeting. All Councillors voted in favour of the proposal.

14. Community Projects

To receive and consider ideas for any community projects that would benefit the parish

Councillor C Smith explained that the Finance Committee is meeting on 4th December 2019 to discuss the precept for 2020/21 and to consider earmarked reserves for the next year for community projects. He said that he has a number of suggestions which include: salt bins in Ley and at Crowpound, the provision of kerbing and drainage at Crowpound, the replacement of the fence to the rear of the war memorial, maintenance works to the Pavilion, the provision of a water bottle filler and an activity trail in the playing field. It was agreed that all Councillors would consider this matter and email any suggestions to Councillor C Smith prior to the Finance Committee meeting.

15. Councillor Surgery at Local Produce Market

To receive feedback from the Councillor surgery on Saturday 2nd November 2019 and to appoint a volunteer for the next surgery on Saturday 7th December 2019

Councillor P Crichton reported that she had attended the market in November and that several comments had been received. She said that a parishioner had complained that cars are speeding along Lampen Lane and that the street lamp behind Church View is on again. In addition, she said that volunteers have suggested the provision of a chalk maze in Doorstep Green and a "happy to chat" bench. She said that the person who runs the Post Office in the Pavilion is cold as the internal door keeps blowing open. It was agreed that a self-closing mechanism needs fitting to the door. She thanked the volunteers who had helped her sweep the path from the Church. Councillor G Rogers volunteered to attend the market in December.

16. To receive reports from -

a) Cornwall Councillor

Cornwall Councillor M Eddy reported that the capstone has been reinstated on Lampen Bridge. Councillor A Bellringer said that he had undertaken this task. Cornwall Councillor M Eddy said that he had not made any progress regarding addressing the drainage problems on the Carnglaze Caverns road. He said that Matthew Glencross had refused to remove the kerb alongside the road near Wenmouth Cross as the kerb is protecting his hedge. He said that the bus shelter at Wenmouth Cross needs adding to the parish council's list of assets as does the adit opposite Pete Thomas' house. Councillor C Smith said this adit

needs a sign warning people of its existence. Cornwall Councillor M Eddy said that the parish council could consider the installation of some steps into the orchard as the bank is very steep. He said that St Neot United Charities will meet on Monday 2nd December 2019. He explained that Cornwall Council have provided free parking spaces for carers and this scheme will be extended to district nurses. He said that some school children are having to walk very long routes to school as Cornwall Council is not providing transport for them. He said that this matter is being investigated further. He said that Cornwall Council will be voting on the Space Port proposal tomorrow and that Cornwall Council will be investing £10 million in the proposal. In addition, they have invested £500,00 into the study for the re-use of the Liskeard market site and £3 million into the first phase of its development. He concluded by saying that the Dragons Corner case will be heard at the Crown Court on 13th December 2019.

b) Goonzion Commoners

Councillor H Bunt said that Bodmin Moor Commons Council has published its constitution. The Chair gave Councillor H Bunt the parish council's copy. He said that he had not received an invitation to the AGM.

c) Liskeard Looe Community Network Panel

None

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

Julie Ball (Cleaning of Toilets and Pavilion – November 2019) - £195.00
Mrs S Blaxley (3 month's salary and expenses) - £2,212.89
British Legion Poppy Appeal (Poppy Appeal Donation) - £50.00
Poppy Crichton (Stickers for Litter Bins) - £24.00
A J Baker (Painting Cott Yard) - £1,360.00
British Telecommunications PLC (Internet for Cott Yard) - £181.36
South West Water (Water for Toilets) - £166.25
South West Water (Water for Pavilion) - £39.60
South West Water (Water for Cott Yard) - £57.13
Lanhydrock Gardening Services (Grass cutting – August, September, October 2019) - £864.00
Christian Smith (Tarmac for hand rail at war memorial) - £28.33
Gary Rogers (2nd installment of PROW maintenance) - £740.00

18. 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, income of £273.00 has been received from

Menheniot Post Office for rental of the Pavilion, £312.32 from Restgarth for utilities in Cott Yard and £12.96 interest. The accounts balance at £73,071.96.

19. Date of next meeting

To confirm the date and venue of the next Parish Council meeting which will be on Wednesday 11th December 2019

The date of the next meeting of St Neot parish council will be on Wednesday 11th December 2019 commencing at 7:30pm.

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