

**MINUTES OF THE ST NEOT PARISH COUNCIL MEETING HELD USING ZOOM ON WEDNESDAY, 8<sup>TH</sup> JULY 2020 AT 7:30PM**

**Present:** Councillors Dr L Jones (Chair), C Smith, O Burrows, R Berrett, G Rogers, D Lucas, P Crichton, H Bunt, N 'Neill and T Hooper.

Cornwall Councillor M Eddy  
Sue Blaxley (Parish Clerk)

The Chair opened the meeting at 7:30pm.

**Public Participation**

None

**1. Apologies**

Apologies were received and accepted from Councillor A Bellringer.

**2. To confirm the minutes of the last meeting**

The minutes of the meeting held on 17th June 2020, having previously been circulated, were agreed as an accurate record subject to the following amendments: at the end of minute 5 add "She also thanked Councillor T Hooper for inspecting the play equipment in place of Councillor R Berrett"; minute 12, 3<sup>rd</sup> line amend "Cornwall Council" to "Cornwall Councillor"; minute 12, paragraph 2, line 25 amend "northern end to southern end" and in minute 12, paragraph 2, line 39 omit "the existing 30mph sign which is located at the northern end".

**3. Declarations of interest in items on the agenda**

Councillor G Rogers declared a prejudicial interest in items 8, 10, 12 and 14 on the agenda.

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

The Chair said that she had received thanks from the Headteacher at St Neot Primary School for the parish council's work on the proposed traffic calming outside the school. Councillor C Smith asked if the adit on land belonging to Carnglaze Caverns has now been locked. The Clerk said that she would contact the owners of Carnglaze Caverns and ask them to action this matter.

**5. To receive the Chairman's Communications**

The Chair said that she had received thanks from Neighbours Together for the financial assistance given by the parish council. In addition, she said that she

had circulated information on the progress of the Kerdroya project to all councillors. She said that Westcountry Rivers Trust will remove the barrage in the river at the end of July. They will place a skip in the playing field for the resultant waste. She explained that the felling of some of the sycamore trees alongside the river is currently on hold. The Chair explained that she has contacted the neighbouring residents. In addition, she said that she has received thanks from Heather Taylor for the rent “holiday” for Cott Yard. In addition, Heather Taylor intends to resume production of St Neot News in September if the printers are now operating. The Chair thanked those councillors who empty the bins: Councillor A Bellringer and Councillor N O’Neill in the event that Councillor A Bellringer is unable to do this and Councillor O Burrows. In addition, the Chair thanked Councillors N O’Neill and G Rogers for watering the new garden area in the car park.

The Chair read out a letter from a parishioner saying that she was disappointed that a 20mph speed limit through the whole village was not supported by the parish council at its last meeting. The letter explained that whilst a 20mph speed limit is needed outside the school, drivers will speed up through the rest of the village. She said that it is dangerous for pedestrians especially where the pavements are very narrow or where there are no pavements at all. The bridge area was especially dangerous as two cars sometimes tried to cross at the same time. In addition, the parishioner asked for the toilets to be re-opened.

It was noted that an email had been circulated to all councillors regarding the possible re-opening of the local produce market. The Chair said that once she has received the views of councillors on this matter, she will respond to Jenny Hart accordingly.

**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 consider the re-opening of the play equipment**

It was noted that Councillors T Hooper had circulated a risk assessment to all councillors prior to the meeting which had been undertaken by her and Councillor C Smith. It was proposed by Councillor H Bunt and seconded by Councillor O Burrows that the play equipment be re-opened with immediate effect in accordance with the risk assessment. All Councillors voted in favour of this

proposal. Councillor T Hooper said that she had asked the Headteacher at the primary school if the message regarding “safe” play during these times could be reinforced in assembly and if the children could make some appropriate posters. However, assemblies are not being held in school just now and, as only a small number of children are in school, there are insufficient resources to produce posters at the current time. Councillor T Hooper said that she would erect a simple poster asking everyone to practice social distancing when using the play equipment and the outdoor fitness equipment. Councillor C Smith said that the equipment will be modified to ensure it is single use and that no users face each other. He said that the modifications needed are to the see-saw and the air skier. The Chair thanked Councillors T Hooper and C Smith for their hard work regarding this matter.

### **To consider a deep clean of the Pavilion**

It was agreed that a deep clean of the Pavilion is required as it has not been cleaned at all for 3 months. Some discussion took place as to how long this would take, and it was estimated that it would take between 2 and 3 hours. It was proposed by Councillor G Rogers and seconded by Councillor D Lucas that Julie Ball be asked to deep clean the Pavilion and that she would be paid for the hours worked. Eight councillors voted in favour of this proposal and 2 against. The proposal was therefore carried.

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

### **To consider the maintenance of the garden outside the Pavilion**

It was noted that the scouts normally maintain this area but they have not met for 3 months. It was agreed that the area needs attention. Councillor C Smith suggested putting a notice in St Neot News asking if any parishioner would be interested in volunteering to maintain this area in the long term. Councillor H Bunt said that some of the Doorstep Green helpers may be interested. Councillor O Burrows said that, at the present time, there are no communal working parties and no spare volunteers. Councillor P Crichton suggested asking for volunteers via the village Facebook page. Councillor H Bunt said that he would do this and, at the same time, ask for volunteers to maintain the new garden in the car park and to assist with gardening in Doorstep Green.

Councillor G Rogers returned to the meeting.

### **To receive and consider a report on any other matters arising relating to Doorstep Green and the playing field**

Councillor N O'Neill reported that there have been several beer bottles left in Doorstep Green and some of them have been smashed. She said that she has

cleared them away. The Chair said that the Headteacher at the school said that some bottles have been thrown over the fence into the school grounds.

Councillor P Crichton said that there have been reports of youths entering the area on a Friday or Saturday evening with a crate of beer. It was reported that there are some newly broken slabs and bottles in the river. Councillor G Rogers said that it is not an alcohol-free zone and the damage to the slabs may not be caused by these youths. Councillor O Burrows said that, judging from the waste in the dustbins, most socialising takes place on the benches by the swings. He said that it may be just an isolated incident that bottles have been broken.

Councillor H Bunt said that a sign could be erected on the gazebo asking people to use the bin provided.

## **9. Cott Yard**

### **To consider extending the rent “holiday” for Suite 3**

The Chair reported that she had received a letter from Heather Taylor thanking the parish council for its assistance with the rent holiday and for understanding her situation. She said that she has now received a self-employed support grant but has not yet heard from Cornwall Council regarding financial assistance. She said that when the internet is operational, which is expected on July 20<sup>th</sup> 2020, she will be able to resume working, albeit remotely. It was noted that Restgarth will continue to clean the communal areas while they are the sole users of those areas. Cornwall Councillor M Eddy said that the archivists could return to the archive but not use the communal areas. It was proposed by Councillor T Hooper and seconded by Councillor D Lucas that the rent holiday for suite 3 be extended until August 1<sup>st</sup> 2020 and that the tenant be asked not to use the communal areas until the cleaning of those areas has been discussed again at the meeting of the parish council on 9<sup>th</sup> September 2020. All Councillors voted in favour of that proposal.

It was proposed by Councillor Dr L Jones and seconded by Councillor R Berrett that the archive be permitted to re-open subject to them undertaking a Covid 19 risk assessment, entry to the archive by the public being controlled in line with government legislation and that no use is made of the communal areas. All Councillors voted in favour of this proposal.

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

None

## **10. Toilets and Car Park in St Neot**

### **To consider re-opening the public toilet building**

It was noted that the Clerk had circulated a risk assessment to all councillors prior to the meeting. Councillor P Crichton asked if the toilet donation box will remain in operation. Councillor C Smith said that he and Councillor O Burrows will empty it before the toilet re-opens and that in future, Covid 19 precautions will be taking when emptying the box of cash. Councillor O Burrows said that the risk assessment states that the toilet will be cleaned once a day. He asked what the cost implications of that are. The Chair said that the additional cost will be about £27.00/week. Councillor C Smith said that the cleaner now has to travel to the village specifically to clean the public toilet building and that with the cleaning, an hour a day seems reasonable. He said that the facility needs to be re-opened for the hand washing facility for those using the play equipment too. It was noted that the hand dryer will be disconnected for infection control reasons but that paper towels will not be provided due to the potential litter and hygiene problems with their use. It was proposed by Councillor Dr L Jones and seconded by Councillor T Hooper that the toilets be re-opened in line with the risk assessment dated 29<sup>th</sup> June 2020 no later than Saturday 12<sup>th</sup> July 2020 and that the once a day cleaning regime be reviewed in 3 months-time. All Councillors voted in favour of this proposal.

**To consider purchasing a replacement “pull down” grab rail for the public toilet building**

Councillor C Smith said there was not a need to replace this but to wire brush the rust on the rail and re-paint it. Councillor O Burrows said that he would look at the rail. Councillor P Crichton said this would be a suitable solution provided the grab rail is safe.

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

None

**11. Appointment of Trustee**

**To consider the appointment of a trustee to St Neot United Charities following the retirement of one of the trustees**

It was noted that Roger Grigg has retired as Treasurer of St Neot United Charities. No volunteers have been forthcoming as a result of the advertisement in St Neot News. It is estimated that the role will involve 10 hours work a year. Councillor T Hooper said that she will liaise with Cornwall Councillor M Eddy and that if she feels competent enough in financial matters to undertake this role, she will volunteer as trustee.

## **12. Public Rights of Way**

### **To consider inspecting the public rights of way to ensure that the maintenance has been undertaken to a satisfactory standard**

Councillor G Rogers said that none of the broken stiles that he reported last year have been repaired. Cornwall Councillor M Eddy said that he would check whether these are the responsibility of the landowner or Cornwall Council. Councillor G Rogers said there are several trees obstructing the footpath between Treverbyn Bridge past Trenant Chapel, on land belonging to the Glencross Estate. It was proposed by Councillor Dr L Jones and seconded by Councillor T Hooper that the Clerk writes a letter to the owners of the estate and asks them to remove the trees from the footpath. All Councillors voted in favour of this proposal.

Councillor G Rogers, having previously declared an interest, left the meeting. It was noted that all the PROWs have now been strimmed by Gary Rogers. It was agreed that spot checks of this work should be done to ensure that the work is satisfactory. Councillors D Lucas, H Bunt, P Crichton and T Hooper volunteered to do this and will report to the Clerk.

## **13. To receive reports from -**

### **a) Cornwall Councillor**

Cornwall Councillor M Eddy said that Cornwall Council has taken a fast-moving approach to the Covid 19 pandemic and the staff have been flexible. He explained that several teams have been set up across the County and the staff at Cornwall Council deserve thanks for all their hard work. He said that as Cornwall moves into the recovery phase, 60% of staff are still working at home. He said that most of the staff are happy with that arrangement. He said that full Council meetings are taking place virtually. He said that he has asked Cornwall Council to write to central government asking them for funding to town and parish councils to cover the additional costs incurred in re-opening the public toilets, such as additional cleaning costs. He said that 40% of toilets were remaining closed. The Chair pointed out the Covid 19 and other public health risks of human waste as well as the difficulties it caused for those on outings and that it was unacceptable to leave any toilets closed. He said that Cabinet will discuss this matter.

Cornwall Councillor M Eddy said that he has been approached by a parishioner to consider extending the 30mph speed limit from Loveny Close to Coombe and the House. He reported that Paul Allen has said that funding for this was unlikely

in the current tranche of funding. It was agreed that this matter would be discussed at the next meeting of the parish council. He said that there is some talk about a blanket speed limit of 20mph in local settlements. He said that he will be holding a meeting with local residents, the owners of Inkys and Paul Allen to discuss the highways issues at Golitha Falls. Councillor D Lucas asked to attend as he is familiar with the area.

Councillor G Rogers questioned whether a driver can exceed 30mph on the road between Loveny Close and Coombe House. He also asked if productivity of the Cornwall Council staff working at home is monitored. Cornwall Councillor M Eddy said that it is monitored. Councillor G Rogers asked Cornwall Councillor M Eddy how he voted in the matter of 16-year olds voting in local elections.

Cornwall Councillor M Eddy said that he was in favour of this.

Councillor Dr L Jones asked if Cornwall Council has taken steps to see how test and trace can be more locally accountable. Cornwall Councillor M Eddy said that Cornwall Council is acutely aware of the issues surrounding track and trace which are principally that the data is not granular enough to track people to the spot as well as being difficult to track people throughout the county. Councillor Dr L Jones said that there are a number of campers and campervans at Colliford Lake. It was agreed that this is a matter for SW Lakes Trust.

Councillor H Bunt said that it is inconvenient that a patient having a minor procedure at Derriford Hospital has to travel to Plymouth the day before to have a Covid 19 test as opposed to being able to be tested locally. He also said that walkers using the circular route via Lampen Lane and onto the main road may benefit from a 30mph speed limit between Loveny Close and Coombe House. Cornwall Councillor M Eddy said that he anticipated that CNP meetings will resume soon using Zoom.

**b) Goonzion Commoners**

None

**c) Liskeard Looe Community Network Panel**

None

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

Julie Ball (Toilet and Pavilion Cleaning – July 2020) - £195.00

Mrs S Blaxley (Zoom Subscriptions – June and July 2020) - £28.78

Information Commissioner (GDPR Data Protection Fee) - £40.00

Christian Smith (Wet pour for play area surface and lock for Cott Yard) - £139.34

Cornwall Pension Fund (Pension for Clerk) - £128.10

Lanhydrock Garden Services (Grass cutting x 6) - £1,393.20

Gary Rogers (PROW maintenance) - £760.00

Gary Rogers (Provision of new flower bed in car park) - £750.00  
Lanhydrock Gardening Services Grass cutting – June 2020 - £232.00  
EDF Energy Parish Lighting - £105.32  
Richards Builders Merchants Timber for gazebo - £18.23

It was proposed by Councillor Dr L Jones and seconded by Councillor D Lucas that the above orders for payment be authorized. All Councillors voted in favour of this proposal except for Councillor G Rogers who, having previously declared an interest, abstained from voting. It was proposed by Councillor T Hooper and seconded by Councillor R Berrett that the Clerk be authorized to pay invoices submitted during August 2020. All Councillors voted in favour of this proposal.

## **15. 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 the following income has been received: £1,197.19 from Pertemps as rent for Cott Yard, £262.50 from Menheniot Post Office as rent for the Pavilion and £1,045.48 from Ofgem as the outstanding RHI payments. The accounts balance at £72,794.29.

## **16. Date of next meeting**

### **To confirm the date and venue of the next Parish Council meeting which will be on Wednesday 9th September 2020**

The date of the next meeting of St Neot Parish council will be on Wednesday 9<sup>th</sup> September 2020 commencing at 7:30pm. The Chair assured councillors that in the event of urgent business arising, the Clerk will call an extra-ordinary meeting.

There was no further business and the meeting closed at 9:30pm.