

MINUTES OF THE ST NEOT PARISH COUNCIL MEETING HELD USING ZOOM ON WEDNESDAY, 14TH OCTOBER 2020 AT 7:30PM

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

2. To confirm the minutes of the last meeting

The minutes of the meeting held on 9th September 2020, having previously been circulated, were agreed as an accurate record subject to an amendment to minute 4 clarifying that Councillor D Lucas' comments related to footpath number 632/91 which has not yet been fully cleared.

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 the sign for the orchard has been collected and needs putting on the gate at the entrance to the orchard. She said that the lease for Cott Yard has been renewed by Restgarth for two years. She reported that Cormac are going to inspect the footpaths and hopefully offer some solutions to the problems identified on these paths. The Chair confirmed that the Clerk had asked for an item to be put in St Neot News reminding parishioners that dogs are not allowed in the playing field but that the editor of the newsletter had erroneously omitted the item. The item has been re-submitted for the November issue. She said that Councillor A Bellringer inspected the adult ski machine and that Councillor C Smith has fitted two new rubbers to the machine. She thanked Councillor T Hooper for reporting this matter and Councillors A Bellringer and C Smith for attending to the matter. She also thanked Councillor C Smith and Diana Smith for carrying out the repair works to the play tower and Councillor P Crichton for erecting the "dog faeces" sign by the bin in the car park. It was noted that

applications for an expression of interest for funding from Cornwall Council for highways improvements have been submitted by Councillors T Hooper and D Lucas. These aim to rectify the parking problems at Golitha Falls and to consider highways improvements to reduce the speed of vehicles between Coombe House and Loveny Close. The Clerk said that she had reminded Lanhydrock Gardening Services that their grass cutting contract includes the collection of the grass. The Chair said that she had attended the planning policy update training and would present a report on this to the next meeting of the Planning Committee.

5. To receive the Chairman's Communications

The Chair said that Councillors C Smith and O Burrows had sprayed the weeds around the perimeters of the car park. She said that Derek Fairhall has resigned as leader of the youth club after 35 years' service. She said that the parish council should consider celebrating his fantastic work for the youth of the village. It was agreed that the matter would be discussed at the next meeting of the parish council.

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

None

7. To receive a report from the Clerk

None

8. Exterior Decorating of Pavilion

To receive and consider quotations for decorating the exterior of the Pavilion

The Clerk reported that she had sought quotations from Colin Alford, Loveny Construction, A Baker and Sam Moore. She said that she had received a quotation from A Baker in the sum of £1,356 and a quotation from Sam Moore in the sum of £780. It was agreed that A Baker's work was very good but it was noted that he could not undertake the decorating until the Spring. Councillor N O'Neill said that Sam Moore has 3 five-star ratings on Facebook. It was agreed that Councillors were not familiar with Sam Moore's work but Councillor T Hooper said that this was not a high risk. Councillor A Bellringer said that Sam Moore should be given a chance to demonstrate his skills. It was proposed by Councillor Dr L Jones and seconded by Councillor D Lucas that Sam Moore be awarded the contract for the exterior decorating of the pavilion. All Councillors voted in favour of this proposal.

9. Doorstep Green and Playing Field

To consider making a financial contribution to the repair of the fence on the boundary with the school in Doorstep Green

Cornwall Councillor M Eddy said that, according to Cornwall Council's terrier, the footpath into Doorstep Green and the fence belong to the school. The Chair said that part of the fence had to be repaired at a cost of £200 and that, as a goodwill gesture, the parish council could make a financial contribution. Councillor C Smith said that ownership needs to be ascertained. Councillor D Lucas said that Plymouth Land Registry Office would be able to assist in this matter. Councillor T Hooper said that there is a liability issue involved if the parish council pays towards the repair of the fence.

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

It was noted that one of the posts that stop cars driving onto the rubber matting near to the play equipment has been knocked over. It was agreed that the posts are in place for the safety of the children. It was proposed by Councillor Dr L Jones and seconded by Councillor A Bellringer that the Clerk asks Colin Alford to re-instate the post. All Councillors voted in favour of this proposal.

The Chair said that there is no spring on the pedestrian gate into the playing field to ensure that it closes. Councillor A Bellringer said that hangings for the gate could be fixed to it to ensure that gravity closes the gate. It was agreed that Councillor C Smith would look at the gate and report to the next meeting.

Councillor C Smith said that new Covid 19 posters need to be erected in the playing field. It was agreed that the Clerk would arrange for some acrylic signs to be made. Councillor C Smith said that it may be a good idea to erect an open-air marquee near to the pavilion to support activities in the village. It was agreed that Councillor C Smith would obtain some prices for a marquee and report to the next meeting.

The Chair said that she had inspected the chess pieces and they were all insitu.

10. Cott Yard

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

The Clerk said that Restgarth have commented that Julie Ball is doing an immaculate job in cleaning Cott Yard. Councillor C Smith queried why the front

door to Cott Yard is kept locked. The Clerk said this is part of Restgarth's risk assessment in respect of Covid 19. She said that Restgarth's carers enter the premises via the side entrance and Heather Taylor's students enter the premises via the rear entrance in order to minimise the number of people in the hallway, kitchen and bathroom. It was noted that all users can use the hallway, kitchen and bathroom but for infection control purposes, use should be kept to a minimum as the circulation space is small and that social distancing should be observed at all times.

11. Toilets and Car Park

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

It was noted that due to Covid 19, the clothes recycling bin is not operational. Councillor P Crichton said that the village map and bus timetable are not visible if a car parks in front of the signs. It was suggested that an alternative location could be on the same post as the "dog faeces" sign. Councillor G Rogers said that the sign is in a prominent position where it is currently located.

12. St Neot Orchard

To receive and consider a report on any matters arising relating to St Neot Orchard

Councillor P Crichton said that the orchard needs strimming and that steps and a path need to be installed as it is very dangerous. Cornwall Councillor M Eddy said that the orchard needs strimming two or three times a year and steps are needed from the footpath. He said that Heather and Judith Taylor would like to replace two of the trees that have died. Councillor C Smith said that it is a community orchard and if the community want it, they should maintain it. The Chair pointed out that it was several hours hardwork for several people to strim the orchard and likely to be too much of a commitment for a voluntary group. She noted that Cornwall Councillor M Eddy had undertaken to prune the fruit trees. Councillor T Hooper said that as the parish council owns the orchard, we are liable for it and therefore, have to maintain it. She said that it may cost money to maintain it but if a member of the public injures themselves, it will cost a lot more money. It was agreed that a system of management should be put in place. It was proposed by Councillor Dr L Jones and seconded by Councillor T Hooper that quotations be obtained for strimming the orchard twice a year and for some steps to be installed into the orchard from the footpath. The Chair suggested that Councillor P Crichton and Cornwall Councillor M Eddy liaise with the contractor. Seven councillors voted in favour of this proposal and two against. Councillor G Rogers abstained from voting. The proposal was therefore carried.

13. Signs at entrances to Village

To consider the removal of some of the signs at the entrances to the village

Councillor G Rogers said that a parishioner had expressed the view that the signs at the entrance to the village saying National Village of Year 2004 were dated and not relevant today and that they should be erected at a different location in the village. Councillor D Lucas said that the village is still National Village of 2004. Councillor T Hooper said that it is an achievement to be proud of and the signs should remain in situ. Councillor A Bellringer said that the twinning sign could be removed if St Neot is no longer twinned. Councillor Dr L Jones said that the sign may relate to 2004 but we should be proud of the achievement. She said there is nothing positive about removing the sign and those who were involved in gaining the accolade would be very hurt if they were removed. It was agreed that the signs would remain in situ.

14. Notice Board Outside St Neot Primary School

To consider increasing the size of the notice board outside St Neot Primary School

Councillor P Crichton said that she proposed to increase the size of the notice board outside the school to measure 61cm by 42cm. She said there would not be any cost involved as she already has the materials. It was proposed by Councillor Dr L Jones and seconded by Councillor P Crichton that Councillor P Crichton undertakes this work. All Councillors voted in favour of the proposal.

15. Risk Management Policy Statement

To adopt the Risk Management Policy Statement

It was noted that Councillor T Hooper had circulated a Risk Management Policy Statement to all councillors in advance of the meeting. She said that it was a minimalist document but it covers all the key points to comply with the requirements. She said that the parish council needs to ensure there is a process in place and one which is dynamic. Councillor D Lucas said that he thought the document was not very digestible for the public. It was proposed by Councillor Dr L Jones and seconded by Councillor T Hooper that Councillor D Lucas drafts an alternative document for consideration at the next meeting. All Councillors voted in favour of this proposal.

16. Remembrance Sunday

To consider the arrangements for Remembrance Sunday

Councillor Dr L Jones said that it was very difficult to have a traditional

Remembrance Day in a Covid 19 secure way. She explained that she has had extensive discussions with all parties involved. Having written to councillors in advance of the meeting explaining the situation, and that being a civic ceremony, it was the responsibility of the parish council to organize it in a Covid 19 secure way, they now needed to decide if the suggested arrangements were suitable. Councillors agreed the following: there will be no service at the war memorial; all wreaths and other tribute to be laid before 10:30am on Remembrance Sunday; there will be a muffled peal of bells just prior to 11am; people will be encouraged to gather on the pavements outside their houses similar to during lockdown and for more recent funerals, to observe the 2 minutes silence at 11am; everyone should observe the 2m distancing rule and four trumpeters will play from a high point in the village. The Chair said that it is imperative that people are not exposed to Covid 19 through the arrangements. She said that a risk assessment will be required. Councillor T Hooper said that villagers would welcome the opportunity to be part of the community on this Remembrance Day and that people had acted very responsibly during the VE Day celebrations earlier this summer. The Chair said that the chapel and church were liaising to see if it was possible to record a service to be heard via the internet but this was not yet finalized. Councillor P Crichton said that Neighbours Together may be able to help those without the internet to assist them to view the service if this does go ahead.

17. Christmas Float

To consider building a Christmas Carnival Float

Councillor C Smith said that a float of music, lights and decorations paraded around the parish for two weeks prior to Christmas would bring joy to many people. It was proposed by Councillor Dr L Jones and seconded by Councillor R Berrett that the parish council will support and provide the finance for this project. All Councillors voted in favour of this proposal.

18. To receive reports from -

a) Cornwall Councillor

Cornwall Councillor M Eddy said that Cornwall Council has sent the draft budget out for consultation. He said that they have given financial support to GLL in the sum of £6 million to ensure leisure centres re-open.

He said that he and Heather Taylor are intending to decorate Cott wall for Christmas and that it is a good idea to encourage parishioners to decorate their garden walls throughout the village for Christmas. Councillor P Crichton said that it is hoped to provide decorations along the road side from St Neot to Mount and that any donations in the form of red, green or white paint, woods and logs would be welcomed.

b) Goonzion Commoners

None

c) Liskeard Looe Community Network Panel

None

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

Julie Ball (Toilet, Pavilion and Cott Yard Cleaning – October 2020) - £390.00

Mrs S Blaxley (Zoom subscription) - £14.39

Cornwall Pension Fund (Pension for Clerk) - £131.99

St Neot Village Hall (Committee Room Rent) - £136.80

EDF Energy (Electricity for Pavilion) - £52.77

Richards Builders Merchants (Materials for sign post in Car Park) - £14.97

EDF Energy (Parish Lighting) - £106.16

Classic Fire Ltd (Fire Equipment Servicing) - £33.60

Classic Fire Ltd (Fire Alarm Control Panel – Cott Yard) - £474.00

The Grain (Sign for Orchard) - £66.00

It was proposed by Councillor Dr L Jones and seconded by Councillor G Rogers that all of the above invoices be authorized for payment. All Councillors voted in favour of this proposal.

20. Finance Report

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

The Clerk reported that income of £7.60 interest had been received, £262.50 from Menheniot Post Office as rent for the pavilion and £16,481.15 from Cornwall Council as the second half of the precept. The accounts balance at £92,197.30.

21. Date of next meeting

To confirm the date of the next Parish Council meeting which will be on Wednesday 11th November 2020

The date of the next meeting of St Neot Parish council will be on Wednesday 11th November 2020 commencing at 7:30pm.

There was no further business and the meeting closed at 9:15pm.