

**MINUTES OF THE ST NEOT PARISH COUNCIL MEETING HELD ON WEDNESDAY, 8TH DECEMBER 2021 AT 7:30PM IN ST NEOT VILLAGE HALL, ST NEOT**

**Present:** Councillors H Bunt, C Smith, G Rogers, M Rowe, T Thrussell, N Ball, T Hooper, H Webb, D Glanville and S Stevenson.

Cornwall Councillor P Seeva

Colin and Dee Alford

Sue Blaxley (Parish Clerk)

The Chair opened the meeting at 7:30pm. He confirmed that no one was recording the meeting.

**Public Participation**

Colin Alford thanked the parish council for arranging for the gate adjacent to the cattle gird at the Polmenna turning on Goonzion to be repaired. He said that the damage had been caused by a lorry attempting to turn into the lane from Goonzion. He explained that this is a difficult manoeuvre in a lorry due to the elevated triangle of grass at the junction. He said that he was requesting that this area of grass be removed which he said he would do if highways would give permission. He said that there is a drain very close to the surface which would require protection and the grass could be replaced with gravel or tarmac.

**1. Apologies**

Apologies were received and accepted from Councillor N O'Neill.

**2. To confirm the minutes of the meeting held on 10<sup>th</sup> November 2021**

The minutes of the meeting held on 10<sup>th</sup> November 2021, having been previously circulated, were agreed as an accurate record.

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

Councillor G Rogers declared an interest in items 16 and 20 on the agenda.

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

The Chairman said that Remembrance Sunday went well and he thanked all those who took part. He said that the wet pour has been laid around the swings and thanked all those who helped to prepare the area. He said the toilet seat in the public toilet needs replacing as the brackets are corroded. Councillor N Ball said that he would replace the toilet seat. The Chairman explained that he had

asked for ideas for celebrations for the Queen's Platinum Jubilee but had not received any feedback as yet.

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

The Chairman reported that he had received notification that there is bird flu in the area. He explained that he posted photographs on Facebook of before and after the wet pour was laid around the swings and received 70 positive comments. He said that St Neot Primary schoolchildren would like to decorate Doorstep Green for Christmas. It was agreed that this is a good idea. He said that the Clerk had received confirmation from Cornwall Council that SW Water own the layby off the road past Colliford Lake dam.

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

None

#### **7. To receive a report from the Clerk**

None

#### **8. BBQ**

##### **To consider purchasing a BBQ for use by the community**

The Chairman said that the village BBQ will be scrapped. He said there is no insurance cover for its use. It was reported that the Clerk has made enquiries but other parish councils do not have a BBQ that they hire to organisations in their parishes. Councillor C Smith said that a possible way forward would be for the parish council to donate a BBQ to the YFC so that they are responsible for hiring it out together with a cooking service, with each hirer paying a fee to the YFC. Councillor M Rowe said the YFC's insurance is very comprehensive. It was proposed by Councillor C Smith and seconded by Councillor T Hooper that the Clerk writes to the YFC to ascertain if they would be interested in having a gas fired BBQ, which would be certificated with a Gas Safe certificate, and donated to them by the parish council, which they could provide to hirers with a cooking service for a fee, which would help to raise funds for the YFC. All Councillors voted in favour of the proposal.

#### **9. Pavilion**

##### **To receive and consider any other matters relating to the Pavilion**

It was reported that the provision of wi-fi for the scouts in the Pavilion is quite costly for the scouts so they are looking into the possibility of a booster so they could use the Institute's wi-fi. Councillor N Ball said that the Institute would allow

this if it works and he commented that, as it is a public wi-fi service, all the parental locks are in place. Councillor D Glanville said that he was aware of a contractor who would be interested in painting the exterior of the pavilion in the spring.

#### **10. Doorstep Green and Playing Field**

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

Councillor T Hooper said that the new wet pour area is a bouncy non-slip surface. It was noted that the rubble from the area that was dug out is being stored at the far end of the playing field for use as hardcore in the drainage gully.

In terms of the provision of artificial grass around the goal mouth, Councillor T Thrussell said that the manager of St Neot football club said that Astro turf burns when falls occur. It was agreed that use of the playing field for practise by a men's' football team will not be encouraged as this will be detrimental to the grass in the long term.

Councillor G Rogers said that the hedge adjacent to Lampen Lane requires cutting. The Clerk said that she would contact Lanhydrock Gardening Services and ask them to do this.

#### **11. Cott Yard**

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

Councillor C Smith said that the parish council's insurance company requires the drainage gulleys in the rear courtyard at Cott Yard to be inspected and cleaned out regularly. He said this should be undertaken once a fortnight in the winter and once a month in the summer. Councillor T Hooper said that she would inspect the gulleys and report to Councillor M Rowe who will clear them out if required.

It was noted that the front courtyard of Cott Yard requires weed spraying. Councillor G Rogers said that he would attend to this matter. The Clerk said the washer on the hot tap in the kitchen needs replacing. Councillor N Ball said he would do this. Councillor C Smith said that he had replaced a faulty heating thermostat in the archive room.

#### **12. Toilets and Car Park**

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

None

### **13. St Neot Orchard**

#### **To receive and consider a quotation for labels for the trees in the orchard**

Councillor S Stevenson said that a quotation had been received from Trago Mills for 26 tetralite labels, 6 inches x 3 inches at a cost of £200. They would each have the name of the owner of the tree, the variety of the apple and the use for the apple and could be red, blue, green or black in colour. He said that 26 lacquered brass labels with black lettering would cost £250. He said either label could be screwed, nailed or wired to the trees as each label would have two pre-drilled holes. Councillor T Hooper said that some of the trees are trees of remembrance and that should be respected. For this reason and because brass is environmentally preferable and superior in quality to tetralite, she said that she would prefer to see the use of brass. Councillor T Thrussell said he agreed and the brass labels would be permanent. Some discussion took place as to whether the black lettering on the brass would deteriorate over time and whether brass labels would be stolen. It was proposed by Councillor C Smith and seconded by Councillor T Hooper that Councillor S Stevenson obtains a sample of a brass label with black lettering in a legible font for the next meeting.

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

The Chairman said that a plan of the land adjacent to the orchard that Mr and Mrs Chipman intend to gift to the parish council is still awaited. He said that it is an area approximately 15m x 12m including the hedge line. Councillor C Smith said that the stone wall requires removing but the post and rail fence can be retained. He said that it would be a very useful space on which to park for the contractor who is going to install the footpath and steps in the orchard. It was agreed that the parish council need to legally own the land for insurance purposes so a legal transfer and registration with land registry is required. It was noted that works to install the pathway and steps in the orchard are imminent. The Clerk said that if the contractor wants to use the parcel of land that Mr and Mrs Chipman intend to gift to the parish council for parking vehicles during these works, it has to be a private arrangement between Mr and Mrs Chipman and the contractor.

The Clerk said she would ask Cormac to cut the boundary of the orchard between the post and rail fence and the road.

### **14. Contractor List**

#### **To consider a contractor engagement template form for contractors who could undertake works in the parish**

Councillor N O'Neill had circulated a draft template to all councillors prior to the meeting. Councillor T Hooper said that contractors who are interested in undertaking work for the parish council will be asked to complete the form and if the parish council is satisfied with their responses, they will be added to the contractor list. Councillor T Hooper said that the next step is to identify categories of contractors that are required, advertise for expressions of interest, send the form to those who express an interest and on return, assess the completed form to ascertain if they meet the minimum requirements. It was agreed that the minimum requirement would be a Risk Assessment and Method Statement and Public Liability Insurance. Councillor T Hooper said that an advertisement for expressions of interest should be widespread. It was proposed by Councillor T Hooper and seconded by Councillor H Bunt that the engagement template form be approved and that Councillors N'O'Neill, T Hooper and the Clerk draft an advertisement for expressions of interest for inclusion in St Neot News, on Facebook and to be circulated using word of mouth. All Councillors voted in favour of the proposal. Thanks were expressed by the Chairman, on behalf of the parish council, to Councillor N O'Neill for her hard work on this template.

## **15. Highways and Maintenance**

### **To consider the removal of the grass triangle on Goonzion at the entrance to the road to Polmenna**

It was agreed that there is a need for this grass triangle to be removed. It was proposed by Councillor H Bunt and seconded by Councillor C Smith that the Clerk contacts Cormac and asks them for the way forward in this respect. All Councillors voted in favour of this proposal.

### **To receive and consider any other matters relating to highways and maintenance in the parish**

Councillor G Rogers said that the Carnglaze Caverns road is awash with water. He said that when the road was re-surfaced, the tarmac was laid up to the rock face whereas, prior to this, there was a gap between the tarmac and the rock face to allow for drainage. He said that Paul Allen said that he would address the issue 3 years ago and he asked Cornwall Councillor P Seeva to speed up the process. Councillor C Smith said that the road was currently being surveyed at the bottom of Woodlands Hill.

Councillor G Rogers said that parishioners were concerned about the leaves on the hill into the village from the Halfway House pub. He said that the road needs sweeping more regularly. Councillor D Glanville said that the surface could be modified to give vehicles more traction. Councillor M Rowe said that if Cormac are not willing to address the issues on the road between Tredinnick Chapel and Tredarrup, he would address the matter himself. The Clerk said that she would follow the matter up with Cormac.

Councillor T Hooper said that parishioners have expressed concern about the water that is being pumped from the cellar of Carlyon House across the road as they consider it would be dangerous in freezing temperatures. It was agreed that water discharge onto the road should not be occurring and it was noted that they do have a strip of land to the rear of their property which goes to the river. Councillor N Ball said that he would speak to the owners of Carlyon House.

Councillor G Rogers asked what the specifications for the work are for routine maintenance by Cormac as they seem to undertake the work in a haphazard way. For example, he said that they trim around the front of a gulley but not the rear and they trim around the base of signposts. Councillor T Hooper said the specifications emanate from Cornwall Council's Network Management but Cormac can undertake ad hoc work if it is deemed to be a health and safety matter. Councillor G Rogers asked Cornwall Councillor P Seeva to find out what the specifications are for routine maintenance.

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

#### **16. PROW and Grass Cutting Contracts 2022/23**

##### **To receive and consider the PROW and grass cutting contracts for 2022/23**

The Clerk explained that if the parish council considers the work of the contractors for the grass cutting and PROW maintenance to be satisfactory, and good value for money, it is not necessary to seek tenders from alternative contractors for the next year, 2022/23. It was agreed that their work is very well done. In respect of the grass cutting for 2022/23 Lanhydrock Gardening Services has quoted £215.00/cut plus VAT. It was noted that the cost for this financial year is £193.50/cut plus VAT. It was proposed by Councillor N Ball and seconded by Councillor C Smith that this quotation be accepted. All Councillors voted in favour of this proposal. In respect of the PROW maintenance for 2022/23 Gary Rogers has quoted £1550. It was noted that the cost for this financial year is £1470. It was proposed by Councillor N Ball and seconded by Councillor C Smith that this quotation be accepted. All Councillors voted in favour of this proposal.

Councillor G Rogers returned to the meeting.

#### **17. Precept**

##### **To consider the precept for 2022/23**

It was noted that figures detailing the end of year accounts for 2021/2022, the current year's Precept, the Income and Expenditure as at 31st October 2021 and an estimation of expenditure until 31<sup>st</sup> March 2022 had been circulated prior to

the meeting plus figures detailing a draft proposal for the Precept for 2022/2023. These figures had been discussed in detail at a meeting of the Finance Committee in November 2021. Councillor C Smith said that inflation is currently 2.2%. and that, having considered all the information in great detail, the Finance Committee had resolved to recommend raising the precept by approximately 1.5% for 2022/23, taking the precept from £32,320 to £32,800. He said this would result in an increase of approximately £1.48/per eligible household next year (based on 70% of the 464 eligible households in the parish). It was proposed by Councillor C Smith and seconded by Councillor N Ball that the precept be raised by approximately 1.5% for 2022/23, taking the precept from £32,320 to £32,800. All Councillors voted in favour of the proposal.

### **18. Farmer's Market**

**To receive and consider a report from the councillor who attended the farmer's market on 4<sup>th</sup> December 2021 and to appoint a representative to attend the farmer's market on 8<sup>th</sup> January 2022**

Councillor G Rogers attended the market and all the matters raised have been discussed and minuted.

Councillor N Ball volunteered to attend the market on 8<sup>th</sup> January 2021.

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

#### **a) Cornwall Councillor**

Cornwall Councillor P Seeva apologized for not attending the meeting last month. He said that Cornwall Council has not yet made a decision regarding the future of the leisure centres in Cornwall. He said that public organisations have shown interest in taking on centres threatened by closure. He said there will be redundancies at Cornwall Council as a result of the budget cut but that he hoped these would be voluntary. He said that he will be undertaking a tour of the parish with Will Glassop from Highways next Wednesday and that councillors can attend if they wish. He explained that he has allocated some of the Community Chest Fund to the primary school. He also said that he is not allowed to distribute details of enforcement cases as the information is confidential. He said that he is allowed to say where cases are and what stage (on a scale of 1-8) they are at.

Councillor G Rogers said that it would have been useful if the leaflet sent out detailing the waste and recycling arrangements had given a telephone number for people to contact to ascertain their collection days as opposed to solely a website address. Councillor G Rogers asked for details of the proposed redundancies at Cornwall Council. Cornwall Councillor P Seeva said that the details are not yet known. Councillor T Thrussell asked about the proposed Tamar bridge tariff increase. Cornwall Councillor P Seeva said that various

bodies are involved in discussions relating to this matter including the Secretary of State. Councillor S Stevenson asked if Cornwall Council were giving assistance to Afghans. Cornwall Councillor P Seeva said that the matter had been discussed but he was not sure of the details. Councillor S Stevenson asked about progress with the Space Port. Cornwall Councillor P Seeva said the project is still going ahead with the plan for a return on this investment through satellite launches.

**b) Goonzion Commoners**

None

**c) Liskeard Looe Community Network Panel**

Councillor T Thrussell said that there is not a meeting until January 2022.

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

Julie Ball (Toilet, Pavilion and Cott Yard Cleaning – December 2021) - £271.62

Cornwall Pension Fund (Pension for Clerk) - £131.99

Sue Blaxley (3 months salary and expenses) - £2237.54

Cornwall ALC Limited (Planning Training) - £36.00

Roseland Plumbing (Heat Pump Repairs) - £245.52

Source for Business (Water for Pavilion) - £14.37

Source for Business (Water for Public Toilet) - £107.31

Gary Rogers (PROW maintenance) - £735.00

Diana Smith (Public Toilet Cleaning – Holiday Cover) - £108.00

Lanhydrock Gardening Servies (Grass Cutting – November 2021) - £232.20

It was proposed by Councillor T Hooper and seconded by Councillor S Stevenson that all of the above orders be authorized for payment. All Councillors voted in favour of this proposal apart from Councillor G Rogers, who having declared an interest, abstained from voting.

**21. Finance Report**

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

The Clerk reported that the accounts balance at £119,768.88.

**22. Date of next meeting**

**To confirm the date of the next Parish Council meeting which will be on Wednesday 12<sup>th</sup> January 2022**

The next meeting of the parish council will be on Wednesday 12<sup>th</sup> January 2022 commencing at 7:30pm in the Committee Room, St Neot Institute.



There was no further business and the meeting was closed at 9:05pm.