

MINUTES OF THE ST NEOT PARISH COUNCIL MEETING HELD ON WEDNESDAY, 20TH JULY 2022 AT 7:30PM IN THE COMMITTEE ROOM, ST NEOT INSTITUTE, ST NEOT

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

Sue Blaxley (Parish Clerk)

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

Public Participation

None

1. Apologies

Apologies for absence were received and accepted from Cornwall Councillor P Seeva. The Chairman reported that Councillor N O'Neill has resigned from the parish council. The Chairman, on behalf of the parish council, thanked Councillor O'Neill for all her hard work and sent her very best wishes. It was agreed that the Clerk would ask her if she would be willing to continue to be the administrator for the St Neot Village website.

2. To confirm the minutes of the meeting held on 8th June 2022

The minutes of the meeting held on 8th June 2022, having been previously circulated, were agreed as an accurate record.

3. Declaration of interest in items on the agenda

Councillors T Hooper and G Rogers declared an interest in item 12 on the agenda where it relates to quotations for cladding the pavilion.

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

The Chairman reported that the cattle grid near Luna was still awaiting repair. He said that the visit to the SWW pumping station did not take place as the representative from SWW did not attend. He also said that there has been no response from SWW regarding the Japanese knotweed at the old bridge near Colliford Lake.

5. To receive the Chairman's Communications

The Chairman said that Cornwall Councillor J Pascoe has offered to assist with contacting Cornwall Council if needed. She suggested that contact with them is

more efficient via Microsoft Teams. He reported that the toilet twinning plaque would be erected in the public toilet. He said that he and Councillor Smith had inspected the parish assets (except for the adits on Goonzion) and that the majority are in a good state of repair. He said that the necessary repairs to the gate near the cattle grid at the Holy Well have been undertaken by Owain Burrows and that the path to the Holy Well will be cut by a parishioner. He said that it might be a good idea to put a picnic table near the Holy Well.

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

Councillor N Ball asked the Clerk to display the minutes of the parish council in St Neot Institute.

7. To receive a report from the Clerk

None

8. Emergency Plan

To consider producing an emergency plan

Councillor T Hooper said that she has compiled a draft contact list which had been circulated prior to the meeting. It was agreed that this list and the statement and flow chart would be displayed on the parish council's website as Emergency Plan Guidance.

9. Defibrillator

To consider undertaking responsibility for the defibrillators in the parish

Councillor C Smith said that organisations in the village are donating money towards the purchase of additional defibrillators. He said that they will all require inspection and records of those inspections need to be kept. He said that Sandra Morris has volunteered to undertake the inspections. In addition, he said that the batteries require replacement every 4 years which costs approximately £200-£300 and the pads need replacing every 3 years at a cost of £65 per set. It was proposed by Councillor C Smith and seconded by Councillor T Hooper that the parish council takes responsibility for the maintenance costs of the defibrillators and for the filing of the inspection records. All Councillors voted in favour of the proposal.

10. Scouts' Wi Fi

To receive and consider a request for financial assistance towards the scouts' wi fi

The Chairman reported that the scouts have purchased three mini hubs which are working. He said that they are asking if the parish council would help with the monthly top up costs which would amount to £180/year. It was proposed by Councillor N Ball and seconded by Councillor C Smith that the parish council gives the scouts a one-off payment for this year of £180. All Councillors voted in favour of this proposal.

11. St Neot News

To receive and consider the charging policy for advertising and delivering St Neot News

The Clerk reported that the current charges for advertising in the St Neot News, per issue, are £4/quarter page, £8/half page and £16/full page. The delivery cost by post to people living outside the parish is £10/year for 11 copies. Advertising for charity events is free of charge and the charge for Liskeard Show to insert a flyer in the newsletter is £5. It was proposed by Councillor C Smith and seconded by Councillor D Glanville that the following changes be made to the policy: advertising costs be increased to £5/quarter page, £10/half page and £20/full page; the delivery charge be increased to £15/year for 11 copies; the charge to Liskeard Show be increased to £20 and advertising charity events remains free of charge. These changes will be effective from renewal dates. All Councillors voted in favour of this proposal.

Councillors T Hooper and C Smith, having previously declared an interest, left the meeting during discussion of the following item.

12. Pavilion

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

Councillor C Smith said that he had made every effort to obtain three quotations but had only received two quotations. He said that he had obtained quotations for the following works: cladding the external walls, provision of 3 UPVC windows, UPVC soffits, fascia and guttering, painting of uncladded posts, painting or cladding of the ceiling of the canopy. He said that CJR Building Ltd had quoted £12,819.00 plus VAT and could undertake the work in September 2022. He said that Lyner Construction want to remove the wooden cladding before fitting the new cladding and that their quotation is £25,043.00 plus VAT. Some discussion took place regarding each company and it was agreed that both are reputable local companies. It was considered that removing the existing wooden cladding was not necessary. It was proposed by Councillor N Ball and seconded by Councillor M Rowe that the quotation from CJR Building Ltd be accepted and that the parish council pay up to 50% of the total cost prior to works commencing. All Councillors voted in favour of this proposal. The Chairman thanked Councillor C Smith for his hard work regarding this matter.

Councillors T Hooper and G Rogers returned to the meeting.

To receive and consider a report on any other matters arising relating to the Pavilion

It was noted that the Pavilion is being used for many birthday parties.

13. Doorstep Green and Playing Field

To receive and consider quotations for additional play equipment

Councillor C Smith said that there is a suitable area for some new play equipment, as requested by the children, adjacent to the path continuing in a line from the gym equipment. He said that he had obtained quotations from the following companies: Schoolscape who would supply and fit an 18m long bars and ropes combination in the sum of £8,241 plus VAT; Outdoor Play People who would supply only a similar length of balancing beams, a rolling log and monkey bars in the sum of £7,850 plus VAT; Outdoor Play who would supply and fit and lay rubber mats in the sum of £8,390 plus VAT. In addition, the latter company would supply and fit a play train with open carriage in the sum of £3,250 plus VAT. It was proposed by Councillor T Hooper and seconded by Councillor M Rowe that the quotation from Outdoor Play be accepted. All Councillors voted in favour of this proposal. The Chairman thanked Councillor C Smith for his hard work regarding this matter.

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

Councillor C Smith said that the gym equipment, goal, basket-ball netting and hoop all require cleaning.

The photograph of 350 people taken by Matt Thornhill as part of the Platinum Jubilee celebrations was displayed at the meeting. Some discussion took place as to whether the paraphernalia to the rear of the photograph should be removed. It was proposed by Councillor N Ball and seconded by Councillor G Rogers that it should be removed if possible. All Councillors voted in favour of this proposal. Councillor C Smith said the photograph would be mounted under glass with a white frame around it and the photograph would be retained on a USB stick. He said that the school will also have a half-sized print.

Councillor C Smith said that the Jubilee plaque has been produced and the invoice paid. He said that, unfortunately, there are some errors on the plaque. It was proposed by Councillor N Ball and seconded by D Glanville that a revised plaque be ordered and the invoice paid accordingly. All Councillors voted in favour of this proposal. Some discussion took place regarding names of children having been engraved on the plaque who do not live in the parish. It was agreed that these names should be removed from the plaque.

14. Cott Yard

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

Councillor C Smith reported that CJR Building will re upright the granite post and install the drain to the rear of Cott Yard. Councillor C Smith said that one of the velux windows was sticking but he has now rectified this problem.

15. Toilets and Car Park

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

It was reported that Gary Rogers and Isaac Oates have strimmed around the car park and cut the hedge to the rear of the car park. Councillor T Thrussell said that he had procured a mirror for the public toilet and would affix it to the wall.

16. St Neot Orchard

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

It was agreed that a working party will convene to tidy the area alongside the new footpath on 27th July 2022 commencing at 6:30pm and that on 3rd August 2022, at 6pm, the grand opening of the footpath will take place and the Platinum Jubilee tree will be planted. It was noted that Andrew and Joan Bunt have been asked to open the footpath and that refreshments will be provided. It was agreed that the event would be advertised via Facebook and posters will be displayed.

The Chairman said that the land transfer is in the hands of the solicitor and that Mervyn Chipman would like any stone from the boundary wall that is not required by the parish council.

17. Asset Register

To approve the asset register

Councillor D Glanville said that the adult fitness equipment has been put on the register twice. The Clerk said that she would attend to this matter. It was proposed by Councillor T Hooper and seconded by Councillor G Rogers that the asset register be approved subject to this alteration. 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 2nd July 2022 and to appoint a representative to attend the farmer's market on 6th August 2022

Councillor H Bunt reported that a parishioner was concerned that two accesses had been made on Liskeard Hill into the vicarage.

19. To receive reports from -

a) Cornwall Councillor

None

b) Goonzion Commoners

None

c) Liskeard Looe Community Network Panel

Councillor T Thrussell said that there is a campaign to make the A38 a safer road as the existing road is not up to standard in terms of flooding, angles and a low bridge. He asked if the parish council would like a role in this campaign. Councillor T Hooper said that she will examine the data for this road.

Councillor T Thrussell said that St Cleer's flashing speed sign is no longer for sale.

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

Cornwall Pension Fund (Pension for Clerk) - £134.34
Julie Ball (Cleaning Services) - £310.50
Julie Ball (Holiday Pay 2021/22) - £188.19
EDF Energy (Parish Lighting) - £253.27
St Neot Parish Church Council (BBQ) - £280.00
EDF Energy (Electricity for Pavilion) - £99.19
Roseland Plumbing (Heat Pump Service) - £192.00
Sue Blaxley (Toilet Twinning Plaque) - £60.00
Lanhydrock Gardening Services (Grass Cutting) - £258.00
A2Z Signs (Jubilee Photograph) - £36.00
Gary Rogers (Strimming Car Park, Orchard and PROW) - £1225.00
Thomas Thrussell (Mirror for Public Toilet) - £14.02
St Neot Social Club (Cleaning Materials for Toilet) - £19.60
Lanhydrock Gardening Services (Grass Cutting) - £258.00

It was proposed by Councillor H Bunt and seconded by Councillor H Webb that all of the above orders be authorized for payment. All Councillors voted in favour of this proposal except for Councillors G Rogers and N Ball who abstained from

voting. Councillor C Smith said the grass in the playing field needs cutting before 21st August 2022 which is Carnival Day. The parish council agreed to support this event.

21. Finance Report

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

The Clerk said the accounts balance at £89,818.28, with income having been received as follows: 31p interest, £1,197.19 from Pertemps as rent for Cott Yard, £30 for a website advertisement and £10 for rental of the Pavilion for a birthday party.

22. Date of next meeting

To confirm the date of the next Parish Council meeting which will be on Wednesday 31st August 2022

The next meeting of the parish council will be on Wednesday 31st August 2022 commencing at 7:30pm in St Neot Institute

There was no further business and the meeting was closed at 10:15pm.