

MINUTES OF THE ST NEOT PARISH COUNCIL MEETING HELD ON WEDNESDAY, 3RD MAY 2023 AT 7:30PM IN THE COMMITTEE ROOM, ST NEOT INSTITUTE, ST NEOT

Present: Councillors H Bunt (Chair), C Smith, D Glanville, A Tamblyn, M Rowe, T Thrussell, H Webb, N Ball and G Rogers

Heather and Judith Taylor

Sue Blaxley, Clerk and RFO.

The Chair opened the meeting at 7:35pm. He confirmed that no one was recording the meeting.

Public Participation

Heather Taylor said that she wanted to reiterate her concerns about the siting of a shop in Cott Yard. She said that not enough consideration has been given as to how this will affect her. She asked why a temporary shop could not be set up in the pavilion whilst planning permission is being sought for a permanent building for a shop in the playing field. She explained that she has been unable to locate much communication between the late Mrs Olliver and the parish council regarding the sale of Cott Yard. She questioned whether parishioners are aware that the yard is in private ownership and said that she has contacted her solicitor regarding her rights over the yard. Heather Taylor expressed her concerns about the safety of pedestrians in the yard, especially children, due to the increase in footfall that a shop will generate, explaining that with School Hill being an active traffic zone, there is potential for an accident. She said that the pavilion is a safer option in this respect. Furthermore, she said the use of Cott Yard as a shop will invade her privacy and be detrimental to her enjoyment of her home. She asked the parish council to reconsider the siting of the temporary shop to the pavilion or give her a guarantee of the length of time the temporary shop will operate from Cott Yard.

1. Apologies

Apologies were received and accepted from Councillor T Hooper.

2. Election of Chairperson

It was proposed by Councillor C Smith and seconded by Councillor N Ball that Councillor H Bunt be elected as Chairman. No other nominations were received. All councillors voted in favour of the proposal. Councillor H Bunt was duly elected and took the Chair. He thanked everyone for all their help and support.

3. Election of Vice Chair

It was proposed by Councillor N Ball that Councillor G Rogers be elected as Vice Chair. Councillor G Rogers thanked Councillor N Ball for his nomination but said he was not able to take up this role. It was proposed by Councillor C Smith and seconded by Councillor M Rowe that Councillor T Hooper be elected as Vice Chair.

There were no other nominations. All Councillors voted in favour of the proposal except for Councillor N Ball who voted against.

4. Election of Planning Committee

It was proposed by Councillor H Webb and seconded by Councillor N Ball that that Councillor H Bunt be elected as Chairperson and T Hooper Vice Chair of the Planning Committee and that the following councillors form the Planning Committee: Councillors C Smith, G Rogers, M Rowe, D Glanville and T Thrussell. All councillors voted in favour of the proposal.

5. Election of Finance Committee

It was proposed by Councillor H Bunt and seconded by Councillor N Ball that Councillor C Smith be elected as Chairperson and that the following councillors form the Finance Committee: H Bunt, T Hooper, N Ball and D Glanville. All councillors voted in favour of the proposal.

6. Election of Village Shop Committee

It was proposed by Councillor D Glanville and seconded by Councillor T Thrussell that Councillor N Ball be elected as Chairperson and M Rowe be elected as Vice Chair of the Village Shop Committee and that the following councillors form the Village Shop Committee: H Webb, C Smith and A Tamblyn. All councillors voted in favour of the proposal.

7. Election of Representatives

a) Goonzion Downs Commoners

It was proposed by Councillor H Bunt and seconded by Councillor N Ball that Councillor M Rowe be appointed as the representative for the following year. The proposal was carried unanimously.

b) Village Hall Management Committee

It was proposed by Councillor H Bunt and seconded by Councillor N Ball that Councillor C Smith be appointed as the representative for the following year. The proposal was carried unanimously.

c) Liskeard Looe Community Network Panel

It was proposed by Councillor N Ball and seconded by Councillor G Rogers that Councillor T Thrussell be appointed as the representative for the following year. The proposal was carried unanimously. Councillor T Thrussell said that the panel is due to be renamed soon.

8. To confirm the minutes of the meetings held on Wednesday 12th April 2023 and Wednesday 26th April 2023

The minutes of the meetings held on Wednesday 12th April 2023 and Wednesday 26th April 2023, having been previously circulated, were agreed as accurate records.

9. Declaration of interest in items on the agenda

None

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

The Chairman said that most issues will be covered under Chairman's communications or in the agenda items.

11. To receive the Chairman's Communications

The Chairman said that he had received the following communications: emails regarding the proposed modifications to the footpath (722) and bridleway (723); notification of a road closure to enable SWW to repair the water leak at Tredarrup; an invitation to Truro Cathedral on Sunday 7th May 2023 to celebrate the coronation; notification of a bike race through the village on 14th May 2023; an invitation from the Church for him and Councillor T Hooper to participate in the coronation church service on Sunday 7th May 2023; notification that the next public meeting to discuss the village shop will be held on 16th May 2023; an email confirming that Pertemps will vacate the ground floor of Cott Yard on 25th July 2023; correspondence from the residents of Cott regarding the proposed use of Cott Yard for a shop; an email regarding the deposition of the material following drain cleaning at Lower Lewarne; notification that landmark trees are available free of charge for Autumn 2023; an email from a parishioner asking the parish council to reconsider requesting the imposition of a 20mph speed limit through the village; correspondence regarding a loose bull at Trevenna and a report from PCSO S Edsar saying there has been 1 crime in St Neot since his last report and that he will attend the Farmer's Market on Saturday 6th May 2023.

The Chairman expressed his thanks, on behalf of the parish council, to Councillor C Smith for undertaking the repairs to the play equipment in the playing field. He said that Councillor C Smith has removed one of the benches as all the dowel joints have rotted. The Chairman said that he will consider returning the bench to the supplier as it is not very old. The Chairman said that Councillor G Rogers has purchased a tree which will be planted to commemorate the coronation of King Charles III.

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

None

13. To receive a report from the Clerk

None

Under The Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2), members of the public were excluded from the meeting at this point due to the sensitive financial and commercial business to be discussed.

14. Village Shop

To receive and consider any matters arising relating to the village shop

Councillors M Rowe and A Tamblyn reported that meetings had been held with two prospective commercial tenants regarding the village shop. Minor variations to the terms and conditions for the new tenant, as suggested by the Shop Steering Group, were discussed and amendments made in accordance with those suggestions.

Members of the public could return to the meeting for the remaining items on the agenda.

15. Parish Map

To receive and consider the printing costs of the parish map

Councillor T Thruswell said that the suggested alterations to the map are currently being undertaken by the designer. He said that an A0 size map will be too big so it will be A1 in size. (600 x 840). He said it will cost £148.33 for it to be printed on laminated, UV and water-resistant material and will be resin fixed onto a flat wall. It was proposed by Councillor C Smith and seconded by Councillor M Rowe that once the amendments have been approved, via email, by councillors, Councillor T Thruswell orders a printed map as outlined. All Councillors voted in favour of the proposal. It was agreed that, later, additional maps may be sited in other locations including St Neot village, Golitha Falls and Drawbridge.

16. Modification of Definitive Map for routes 722 and 723

To receive and consider applications for Modification of Definitive Map and Statement of Rights of Way for routes 722 and 723

It was noted that a comprehensive report from a parishioner had been received in advance of the meeting and circulated to all councillors. Councillor H Bunt said that he and Councillor G Rogers had met the parishioner on site. He said that no one has come forward to the parish council claiming that they have used the proposed modified routes. He explained that to access the bridleway, access across a permissive path is required and the landowner says that no one has asked him to cross this permissive path to access the bridleway. It was agreed that the parish council has no knowledge of anyone using these routes and has not received any communications or evidence to support the applications. It was proposed by Councillor H Bunt and seconded by Councillor D Glanville that a response be drafted to Cornwall Council saying that the parish council does not have any evidence or knowledge of anyone using these routes. All Councillors voted in favour of the proposal.

17. Coronation Church Service

To consider donating to the Church for the Coronation Church Service

It was reported that a request has been received from the Church for a donation of £100 towards the provision of coloured service sheets for the coronation church service. It was noted that the parish council has contributed financially in the past to the provision of service sheets for the Remembrance Service. However, it was agreed that the parish council is already supporting the coronation by providing a high tea on Sunday 7th May 2023. It was proposed by Councillor N Ball and seconded by Councillor C Smith that a donation would not be made on this occasion. All Councillors voted in favour of the proposal apart from Councillor M Rowe who voted against.

18. Highways and Speeding Vehicles

To receive and consider matters arising relating to highways and to speeding vehicles

It was noted that PCSO S Edsar has visited Loveny Road during a school collection time and had not detected any speeding vehicles. It was also noted that he said that he will try to visit the site again and it was suggested that 8:15am might be a good time of day. The Chairman thanked PCSO S Edsar, on behalf of the parish council, for attending the site.

Councillor G Rogers said that three cattle grids – Bush Hill, Far View and Moorsview – all need cleaning out as livestock can walk over them. He said the cattle grid at Luna became rusty as it was not cleaned out. Councillor G Rogers also said the Give Way sign on Goonzion near Moorsview has been removed and the ditch which has been dug out on the village side of Wenmouth Cross is so wide that it is encroaching onto the highway.

Councillor D Glanville said that the hedge on the Halfway Hill gets knocked by vehicles and the mud and debris washes down the hill. He said it will not be long before there is a large slip in this location. Some discussion took place as to whose responsibility maintenance of the boundary hedges falls to.

Councillor H Bunt said that some highways issues are rectified citing the large pothole on the Carnglaze Caverns' road and the large pothole in St Neot car park.

19. Doorstep Green and Playing Field

To consider which replacement table tennis table to purchase

This matter was deferred until the next meeting of the parish council.

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

It was noted that the ROSPA report had been received and Councillor C Smith said that he had attended to the issues raised and to the issues identified by Councillor H Webb as a result of her inspections. He said that he had removed the bench with the rotten dowels and it was agreed that the Clerk would ask the Carnival Committee to consider making a financial donation towards the provision of a new bench. Councillor T Thrussell said that a recycled plastic bench, 2 m long, would cost £450 excluding VAT, plus delivery. It was proposed by Councillor C Smith and seconded by Councillor N Ball that Councillor T Thrussell be authorised to purchase a new bench. All Councillors voted in favour of the proposal.

Councillor C Smith said that the high tea to celebrate the King's coronation will take place at 4pm on Sunday 7th May 2023 in the playing field. He said the high tea – sandwiches, cream teas, cakes, pasties and drinks – will be supplied by the parish council and other organisations. He said they expect about 150 people to attend the event.

It was noted that the unveiling of the Jubilee plaque will take place at the celebrations by Sam Bowden, Headteacher at St Neot Primary School. The planting of a Regal Prince oak tree to celebrate the coronation will also be planted by Fernley and Karen Rowe. Councillor C Smith said there will be entertainment at the event which will comprise St Neot Ukulele Band (SNUB) and the community choir. He asked for volunteers to assist with the erection of a gazebo and to carry china and cutlery from the village hall to the playing field. It was agreed that the event will be promoted on Facebook.

Councillor C Smith said that the stonework in Doorstep Green needs spraying. Councillor M Rowe said that he would undertake this task. Councillor C Smith said that the boxes around the gazebo require planting with bedding plants. It was proposed by Councillor N Ball and seconded by Councillor A Tamblyn that Councillor G Rogers be authorised to purchase bedding plants up to the value of £100. All Councillors voted in favour of the proposal. Councillor G Rogers said that he would plant the plants.

Councillor C Smith said the wood surrounding the plaque on the statue of St Neot is rotten and the plaque needs to be mounted on an angled steel unit stuck into the ground. Councillor T Thrussell said that he would undertake this task.

20. Pavillion

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

It was noted that CJR Building has still not completed the snagging jobs at the pavilion. Councillor C Smith said that the drain lid outside the pavilion needs re-concreting in and replaced with a bolt down lid. The Chairman said that he would ask Colin Alford to attend to this matter.

The Clerk said that she has spoken to the postmaster from Menheniot regarding the electricity used by the post office. He said that their computer equipment is wired into the supply to by-pass the £1 coin slot as they could not risk the equipment shutting down if the meter ran out of money. He said that the electricity used by this

equipment is minimal. He said that he has advised all staff to plug any other appliances, such as heaters, in to the sockets that feed directly into the coin meter and he will re emphasise this to them to ensure they are putting £1 coins into the meter.

21. Cott Yard

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

Councillor C Smith said that the furniture in Cott Yard which belongs to the parish council is all marked. He said that the current charge to the tenants for heating is 11.16p/square metre. He explained that last year, the heat pump used 4855kw of electricity to operate which equates to £791.00. Therefore, he said that the charge for heating is covering the cost for the electricity used by the heat pump as well as contributing to the servicing and maintenance costs of the heat pump and the electricity to operate the underfloor heating. He said that a new heat pump would cost between £8,000 and £11,000. Councillor C Smith said that the water and sewerage costs for Cott Yard are approximately £164/pa. He said that the parish council charges £1.53/metre squared for cleaning the communal areas which equates to £153/pa but it costs the parish council £541/pa in labour costs alone.

Considerable discussion took place regarding the concerns expressed by Heather Taylor regarding the use of part of Cott Yard as a shop. It was noted that she has a private pedestrian access into her dwelling and that she owns a driveway inside the yard parallel to Cott Yard wall (over which the parish council has access) as well as the space in front of her garages. It was noted that each suite in Cott Yard has one allocated parking space and that one of the terms and conditions for the tenants of the shop is that this space will only be used by a member of staff.

It was agreed that the use of part of Cott Yard as a shop will result in users entering through the gateway and they will not be crossing the yard as one of the terms and conditions of the tenancy will be that users of the shop will enter the building using the door into suite 2a and that it will be pedestrian access only through the gate. In addition, an additional condition of the tenancy will be that delivery vehicles must unload on the highway and not come through the gateway to unload.

It was agreed that when Heather Taylor bought Cott, she should have been made aware by her solicitor that planning permission existed on the site for rural workshops and a retail use. It was acknowledged that the parish council does understand her concerns and has made every attempt to address the issues raised through the terms and conditions for the tenants of the shop. It was agreed that the parish council is concerned about highway safety at the site and with this in mind, will ensure that a risk assessment is undertaken by a qualified person.

A further term and condition of the tenancy will be that the communal facilities – kitchen and bathroom – will only be used by staff of the shop and tenants of the other suites and not by the public. This will further prevent users from crossing the yard. In addition, the shop will have to be closed by 6pm to alleviate any potential disturbance to the occupiers of neighbouring properties.

It was agreed that no guarantee can be given to Heather Taylor as to how long the shop will remain in situ at Cott Yard as it will depend on many factors including funding for an alternative site and gaining planning permission for a building to be used as a shop in the playing field. It was agreed that a more permanent solution to house a shop is still being progressed. It was noted that the idea of using the pavilion as a temporary shop has been explored by the Shop Steering Group but as the scouts meet in the building on a regular basis with an ancient priority over its use, siting of a temporary shop in the pavilion is not an option.

It was noted that the Shop Steering Group has held public meetings, which Heather could have attended, with the next meeting scheduled for 16th May 2023.

22. 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 the large pothole in the car park has been filled in by Cormac.

23. St Neot Orchard

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

Councillor D Glanville reported that the boundary survey has now been completed. Councillors confirmed that the survey was correct. Councillor D Glanville said that he would now finalise the transfer.

24. Farmers Market

To appoint a representative to attend the farmers market on 3rd June 2023

Councillor A Tamblyn said that he would attend the farmers' market on 3rd June 2023.

25. To receive reports from -

a) Cornwall Councillor P Seeva

None

b) Goonzion Commoners

It was noted that the fence has been repaired around the land that Mr and Mrs Wilton rent from the parish council.

c) Liskeard Looe Community Network Panel

Councillor T Thrussell had circulated a comprehensive report to all councillors in advance of the meeting. He said that the next meeting is in July 2023.

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

Cornwall Pension Fund (Pension for Clerk) - £169.30
Julie Ball (Toilet, Pavilion and Cott Yard cleaning) - £263.17
Christian Smith (Paint for Play Tower) - £15.44
Gary Rogers (Coronation Tree) - £60.00
South West Water (Water for Cott Yard) - £16.61
Source for Business (Water for Toilets) - £120.57
Source for Business (Water for Pavilion) - £21.18
Lanhydrock Gardening Services (Grass Cutting) - £593.40
Cornwall Engineering Surveys (Boundary Survey) - £672.00

It was proposed by Councillor A Tamblyn and seconded by Councillor H Webb that all the above orders be authorized for payment. All Councillors voted in favour, except for Councillor N Ball who abstained from voting.

27. Finance Report

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

The Clerk reported that income has been received this month as follows: Menheniot Post Office for Pavilion rental - £115.50, CIL payment from Cornwall Council - £857.56, Pertemps for rent for Cott Yard - £1197.19, Pavilion Hire for birthday party - £20.00, 1st half of precept from Cornwall Council - £16,810.00 and Table Tennis 365 - £2168.71. The Clerk reported that the accounts balance at £61,953.35.

28. Co-option

To receive and consider applications for co-option onto the parish council

None

29. Date of next meeting

To confirm the date of the next Parish Council meeting which will be on Wednesday 14th June 2023.

The next meeting of the parish council will be on Wednesday 14th June 2023 commencing at 7:30pm in St Neot Institute.

There was no further business and the meeting was closed at 10.10 pm.