

**MINUTES OF THE ST NEOT PARISH COUNCIL MEETING HELD ON WEDNESDAY, 12<sup>th</sup> JULY 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, H Webb, N Ball and G Rogers.

Cornwall Councillor P Seeva

Joe Rowe and Derek Fairhall

Sue Blaxley, Clerk and RFO.

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

**Public Participation**

None

**1. Apologies**

Apologies were received and accepted from Councillors T Hooper and T Thrussell.

**2. To confirm the minutes of the meeting held on Wednesday 14th June 2023**

The minutes of the meeting held on Wednesday 14<sup>th</sup> June 2023, having been previously circulated, were agreed as an accurate record subject to an addition to minute number 18, paragraph 2 stating that Cornwall Councillor P Seeva said that the vehicular movements in Church View had been calculated based on the number of properties and that Councillor G Rogers said that, in the event of an accident, those who made the decision to approve the planning application at 2 Church View should be held to account.

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

The Clerk said that, as part of the audit process for 2022-23, councillors must declare any interest they have with the external auditor, BDO LLP. No councillors declared an interest.

There were no interests declared in items on the agenda.

**4. Village Shop Project**

**To receive and consider a report from the Steering Group in relation to the proposed planning application for an extension to the pavilion to develop an improved community facility including a permanent shop, a shared community space and a store for the scouts' movement.**

It was noted that the plans had been circulated to all councillors in advance of the meeting. Derek Fairhall explained that the plans had been drawn up in accordance with the wishes of the community who want an upgraded shop as an extension to the pavilion. He said the proposed extension will be at a right angle to the pavilion on the elevation nearest to the river and the infill area between the extension and the pavilion will accommodate a shop store and kitchen. He said that it is proposed to operate a tea room from the pavilion but the space will be cleared to enable it to be used by the scouts on a Thursday evening and on other occasions for community events or use by the scouts. He said the new kitchen will be used by the tea room, the scouts and organisers of community events. He said the door to the existing scout store will be moved from the front to the rear of the building.

Councillor H Webb asked if health and safety will be an issue if the kitchen is a shared space. Derek Fairhall said this will not be an issue. Councillor A Tamblyn asked if the proposed development will be submitted as an extension to the pavilion. Derek Fairhall said that it will and by reason of the post office operating from the pavilion for a period of more than 4 years, a retail use of the building has already been established. He said that issues, such as the site being on a flood plain, will be considered by the Planning Case Officer. Councillor C Smith asked where the Post Office will operate. Derek Fairhall said that the shop keeper will discuss this with the postmaster at Menheniot Post Office. Councillor C Smith said there is likely to be a significant increase in the cost of insurance for the building. Derek Fairhall said that payment for the insurance can be negotiated with the shop keeper.

Councillor N Ball said that it had been previously agreed by the parish council that the pavilion would not be used as part of this project. The Chairman said it had been agreed that the pavilion would not be used as a temporary shop as opposed to not being used as part of the project at all. Derek Fairhall said that the proposed plans reflect the requirements and requests of the community. He said the proposal is a compromise and the scouts will not be disadvantaged and they will acquire a kitchen for their use. He said that these are the proposed plans and if the parish council cannot support them, the Village Shop Steering Group may hand over responsibility of the project to the parish council. Councillor N Ball said this was tantamount to black mail. Derek Fairhall retorted saying it was cause and effect. Councillor N Ball said he withdrew the word blackmail.

Councillor C Smith asked if the proposed space will be big enough for the shop. Derek Fairhall said the shop keeper is satisfied with the proposed area. He said that a full planning application will be submitted (as opposed to an outline application) and that once the application is submitted, Levelling Up funding can be applied for. The Chairman said that as the tea room and kitchen are new additions, this will help with the application for Levelling Up funding.

Councillor N Ball said the proposal will disrupt the use of the pavilion by the scouts so it will be detrimental to them. He said the building is a scout hut. Councillor A Tamblyn explained that the pavilion was bequeathed to the parish council by the cricket club and the building remained redundant for 2 or 3 years before the scouts took it over.

Councillor D Glanville said the proposed infill building between the pavilion and the proposed shop extension is not particularly visually amenable. He suggested putting an additional floor on the proposed extension to accommodate the tea room. It was agreed that this would be cost prohibitive.

It was proposed by Councillor M Rowe and seconded by Councillor C Smith that the principle of an extension to the pavilion to accommodate a shop, the erection of an infill building to accommodate a shop store and a kitchen for use by the tea room, scouts and other organisations in the village and the use of the pavilion as a tea room be agreed and that the parish council will support the Village Shop Steering Group in the submission of the planning application. All Councillors voted in favour of the proposal apart from Councillor N Ball who voted against. The proposal was therefore carried. It was agreed that all councillors should see the planning application form prior to submission.

Councillor N Ball left the meeting.

Derek Fairhall said that a vehicular turning area will be required to the west of the pavilion and that consideration will need to be given to fencing the play area to protect the children. The Chairman thanked Derek Fairhall and Jo Rowe for attending the meeting and he expressed thanks, on behalf of the parish council, to the Village Shop Steering Group, for their hard work.

Joe Rowe thanked the parish council for their support with the village shop project. Joe Rowe and Derek Fairhall left the meeting.

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

The Chairman said the painting of the play tower is well underway. He said the village clean-up was well attended by councillors and the public and he thanked everyone for their hard work. He said the school summer fayre will take place on 18<sup>th</sup> July 2023 and there will be a Doorstep Green tidy up on 26<sup>th</sup> July 2023. Councillor A Tamblyn said that the school do not empty the bin by the gazebo in Doorstep Green. Councillor C Smith said that the pegs holding the goal are not flush with the grass but do not present a significant trip hazard. Councillor G Rogers said he will soon cut the hedge adjacent to Janet Haley's garden. It was reported that the snagging jobs at the pavilion have been completed as have the repairs to the railings adjacent to the cattle grid at the Ley end of Goonzion.

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

The Chairman said that Reverend G Swinton had sent an email citing his reasons for wanting to fell the tree in the grounds of the vicarage. He said that Country Lane Foods has arranged the installation of the air conditioning unit for Cott Yard and that the existing tenants will vacate the ground floor of Cott Yard on or before 25<sup>th</sup> July 2023 but they will remain in the top suite indefinitely. He reported that the new bench ordered by Councillor T Thrussell has arrived and that Jenny Hart has sent an email asking for assistance with maintenance of some footpaths. It was noted that the next public meeting to discuss the new village shop will take place on Monday 17<sup>th</sup> July 2023 and the new shopkeeper will attend the meeting. The Chairman said

that PCSO S Edsner has circulated a monthly report. He reported that there was an accident in the car park last week when a van had crashed into the wall and a car (the handbrake was not fully applied) and badly damaged it making the wall unsafe. He said that he had received correspondence saying that Lampen Lane to the Carnglaze Caverns' road is not for use by vehicular traffic and that it has been suggested that a No Through Road sign should be erected at the Carnglaze Caverns end. It was also noted that there is a discrepancy over the route of the footpath in Lampen Lane as it is shown incorrectly on the OS map. He said that concerns have been raised about the possibility of relocating the Post Office to the new temporary shop in Cott Yard as it works well in the pavilion.

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

None

**8. To receive a report from the Clerk**

None

**9. Doorstep Green and Playing Field**

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

Councillor D Glanville that the cost of siting the table tennis table on concrete drainage pipes would be approximately £300 plus labour. He said the pipes would need several coats of paint to make them visually more attractive. Councillor C Smith said that Colin Alford has submitted a quotation to supply and fit tubular box section galvanised Z-legs to the table tennis table of a like design to those already in place plus a bat and ball box to be made from galvanised metal and fitted underneath the table in the sum of £580 plus VAT. It was proposed by Councillor H Bunt and seconded by Councillor A Tamblyn that Colin Alford be instructed to undertake these works in the Autumn. All Councillors voted in favour of the proposal.

It was noted that Lanhydrock Gardening Services have trimmed around the base of the coronation tree causing a slight scar. Councillor G Rogers said that Lanhydrock Gardening Services have said they will replace the tree if it is an issue. Councillor G Rogers said he would remind Lanhydrock Gardening Services to leave a 1m strip by the river untrimmed and he will monitor this and the health of the coronation tree. Councillor H Webb said she has retained the silver birch tree which needs planting. It was agreed that this will be done at the Doorstep Green tidy up on 26<sup>th</sup> July 2023.

**10. Pavillion**

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

Councillor C Smith said there is some staining on the plastic in the verandah area. He said that it needs cleaning with soap and water as opposed to being a problem

with the material. It was noted that a new manhole cover has been installed in the playing field and it has been bolted down.

### **11. Cott Yard**

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

It was noted that the proposed lease for the temporary shop in Cott Yard was circulated to all councillors prior to the meeting. It was proposed by Councillor H Bunt and seconded by Councillor M Rowe that the lease be signed by both tenant and landlord. All Councillors voted in favour of the proposal apart from Councillor H Webb who abstained from voting.

It was reported that Pertemps will vacate the ground floor suite on or before 25<sup>th</sup> July 2023 but they will continue to occupy the first-floor suite indefinitely on a month-by-month basis. It was agreed that the Clerk will ask the shopkeeper what signage he requires. Councillor C Smith said the four signs saying "Fire Door – Keep Shut" need replacing. He said that he will arrange to replace them.

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

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

It was agreed that following the accidental damage to the wall in the car park caused by a large van, urgent repairs are needed as it is unsafe. It was agreed that the Clerk will contact the hire company who own the van to report this incident and that prior to repairs to the wall, it will be taped and marked as dangerous. Councillor G Rogers said the wall is very low and asked if railings should be put on top of the wall. It was agreed that this would encourage children to play on the wall. Councillor C Smith said that he had obtained a quotation for the repairs to the wall. It was proposed by Councillor H Webb and seconded by Councillor G Rogers that the quotation be accepted and that the contractor be asked to repair the wall as soon as possible as it is a health and safety issue. All Councillors voted in favour of the proposal.

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

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

Councillor D Glanville reported that he hopes the paperwork for the transfer of the land will soon be finalised. It was noted that the orchard has been strimmed by Gary Rogers.

### **14. Farmers Market**

#### **To receive a report from the councillor who attended the market on 1st July 2023 and to appoint a representative to attend the farmers market on 5<sup>th</sup> August 2023**

Councillor A Tambllyn reported that he had attended the market on 1st July 2023 and one issue was raised about the parking of vehicles half on the pavement opposite the pub. The Clerk said she would send an email asking for a volunteer for the market on 5<sup>th</sup> August 2023.

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

### **a) Cornwall Councillor P Seeva**

Cornwall Councillor Phil Seeva said that although the plans for a Mayor for Cornwall have been dropped, Cornwall Council are negotiating a Level 2 deal. He said that some of the funding promised under the Level 3 deal has been given to Cornwall Council, such as £10 million for housing. He said that Cornwall Council has voted a motion that they must work with the local farming community in sourcing their produce for their catering. He said that he has not yet received the application for £500 funding from the Village Shop Steering Group but the money will be paid as soon as the application is received.

He said the procedure for displaying yellow site notices to advertise planning applications is that not all applications have to have a yellow site notice displayed but that in this event, neighbours are consulted. He said that SE Cornwall is overrun with planning applications and he agreed that correct procedures are not always being followed. The Clerk said that she has emailed the Case Officer at Cornwall Council and asked her why the planning application for the felling of a tree at St Neot Vicarage (PA23/04050) was determined before the parish council had submitted its comments. However, she said that she has not received a response. It was noted that the planning application at Black Tor Barn for an annex was determined before the parish council had submitted its comments on the revised plans. He said that the adopted protocol states that re-consultation will not take place on minor changes. It was agreed that the changes to the submitted plans were not minor but the parish council was not re-consulted. Cornwall Councillor P Seeva said that he had reported the poor state of the sign at the top of Loveny Close.

### **b) Goonzion Commoners**

It was noted that the Luna cattle grid will be replaced at the end of July 2023. The Chairman said he had attended a meeting of the Bodmin Moor Statutory Commons Council on 11<sup>th</sup> July 2023. He said that some landscapes are being protected under FIPL and this could present an opportunity to acquire funding for Goonzion for schemes such as habitat restoration and the installation of water points for grazing animals.

### **c) Liskeard Looe Community Network Panel**

It was reported that Councillor T Thrussell had sent an email to say that there has not been a recent meeting but that he will be attending an online training session on 17<sup>th</sup> July 2023 to help CAP members and funding panels to consider applications as part of their role.

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

Lanhydrock Gardening Services (Grass Cutting) - £593.40  
Colin Alford (Repairs to wall in car park and manhole cover in playing field) £240.00  
Gary Rogers (Orchard Strimming) - £125.00  
Cornwall Pension Fund (Pension for Clerk) - £192.27  
Julie Ball (Toilet, Pavilion and Cott Yard cleaning) - £311.17  
EDF Energy (Electricity for Pavilion) - £126.30  
EDF Energy (Parish Lighting) - £206.41  
Christian Smith (Paint for play equipment) - £142.75

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

## **17. 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 - £136.50, VAT repayments for 2022/23 - £10,040.44, website advertisement £30.00, Heather Taylor for rent for Cott Yard - £571.50, £79.87 interest and £3.06 from Western Power as wayleave. The Clerk reported that the accounts balance at £74,678.05.

## **18. Co-option**

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

None

## **19. Date of next meeting**

### **To confirm the date of the next Parish Council meeting which will be on Wednesday 9<sup>th</sup> August 2023.**

The next meeting of the parish council will be on Wednesday 9th August 2023 commencing at 7:30pm in St Neot Institute.

There was no further business and the meeting was closed at 9:45 pm.