

MINUTES OF THE ST NEOT PARISH COUNCIL MEETING HELD ON WEDNESDAY, 13th MARCH 2024 AT 7:30PM IN THE VILLAGE HALL SOCIAL CLUB MEETING ROOM, ST NEOT

Present: Councillors H Bunt (Chair), C Smith, A Tamblyn, M Rowe, T Hooper, D Glanville, G Rogers and L Jones.

Cornwall Councillor P Seeva, Josie Williams
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 H Webb, T Thrussell and N Ball.

2. To confirm the minutes of the meeting held on Wednesday 21st February 2024

The minutes of the meeting held on Wednesday 21st February 2024, having been previously circulated, were agreed as an accurate record.

3. Declaration of interest in items on the agenda

None.

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

It was noted that the hedge belonging to Cott is overhanging the pavement and needs cutting. As it is in flower, the owners are reluctant to cut it and have offered to tie it back. It was agreed that the Chairman and Vice Chair will visit the owners to rectify the situation. It was noted that the amount of water on the Carnglaze Caverns' road has eased in some places, but not all, as the gully at the bottom of Tottertown has been cleared. It was reported that the WI have planted a tree in the playing field away from the route of the HV cable, as agreed at the last meeting. The Chairman said the table tennis table is undergoing repairs to the legs and that the leg of the plastic picnic table has now been repaired. Councillor C Smith said the guttering on the Pavilion is too short on the joints in places, hence it is leaking. The Clerk confirmed that she has written to SWW regarding closure of the layby next to the car park at Colliford Lake dam.

5. To receive the Chairman's Communications

The Chairman said that he had received an email from Councillor T Thrussell regarding a letter from the MP regarding tolls on the Tamar Bridge. He said that councillors had met at the orchard on 24th February 2024 to discuss possible ways forward for the newly acquired land and that he has removed the tree that was resting on the handrail. He said that he is in possession of a map showing the positions of all the old workings in the orchard. It was noted that the monthly report from PCSO S Edsner had been circulated to all councillors. The Chairman said that Cormac are holding spring workshops with one taking place in Bodmin on 19th April 2024. The Chairman said that Councillor C Smith has drilled some holes in the play tower to facilitate drainage and that following a complaint of a blocked drain by the bottom gate in the playing field, Councillor C Smith had cleared it and cleared the mud from the path leading from the gate along the bottom of the playing field. He said the Pizza van will be operating from the car park in St Neot on Saturday 16th March 2024 and that a parishioner will reserve a space in the car park for the van.

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

None

7. To receive a report from the Clerk

None

8. Doorstep Green and Playing Field

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

It was reported that the Headteacher at St Neot School has said that there are new regulations coming into effect regarding school fencing which means that a new fence may be needed on the boundary between the school and Doorstep Green. Councillor C Smith said the existing post and rail fence is in good order and that if it did need replacing, the parish council would do it in the same style. It was noted that Land Registry documents delineate the boundary as belonging to the school. It was agreed that it is not the parish council's responsibility to erect a new fence to meet new legislation and that this legislation will not come into effect for another 12 months.

The Chairman said that the ditch in the playing field is blocked and that whilst it was unblocked by Councillor C Smith at the entrance to the bottom end of the playing field, it might be a good idea to ask Cormac to install some kerb stones to alleviate the problem. The Chairman said that the parishioners have commented that there is no emergency access to the school playing field as ambulances cannot cross the bridge into Doorstep Green. Councillor L Jones said the anchor pipes that hold the goal in place have very sharp edges and possibly need capping with something softer than metal in a brightly coloured material. Councillor M Rowe said that soft flexible plastic pipes could be inserted into the holes and that he will attend to this.

9. Pavillion

To receive and consider a report on the extension to the Pavilion

Councillor T Hooper said that John Body has now joined the Village Shop Steering Group. She said that the Building Regulations application has now been submitted and that feedback is expected by 22nd March 2024. She said that the planning permission granted for the extension shows tiles for the roofing materials, but this has been changed to box profile sheeting to incorporate solar panels. It was agreed that the Clerk would ask the Planning Case Officer if planning permission is required for the solar panels and the change of roofing materials. The Clerk confirmed that the easement for the diversion of the HV cable has now been signed and that works to divert the cable should commence in 8 – 12 weeks' time.

Councillor T Hooper said that the CLUP grant application will be assessed by Cornwall Council this week. The Clerk said she has completed a cashflow forecast to accompany the application. Councillor T Hooper said that, for due diligence purposes, she has asked for a copy of the terms and conditions for the CLUP grant.

Councillor T Hooper said that more information is required for the schedule of works before it can proceed to the procurement process. These details include the size of the external ramp, the fencing of the play area and re-decorating and re-flooring the existing Pavilion. She said that a JCT needs to be in place ready for the ITT process. In addition, she said that a Health and Safety plan needs to be in place before the contractors start work which must be drawn up by a CDM professional. In addition, she said that a QS with a light touch oversight role, with the correct indemnity insurance, will be required for the build and will work with the Project Manager.

Councillor T Hooper said that the next Community meeting to discuss the village shop project will be held on 15th April 2024 in the Village Hall. She said that as well as providing an update on the project, a survey will be launched with focus groups to judge the perception of the extension to the Pavilion as part of the CLUP grant.

It was agreed that the parish council are very grateful to Simon Deacon and Martin Eddy for all the work they have done so far regarding the CLUP application and expressed their thanks to them and to all the other members of the Village Shop Steering Group. Councillor D Glanville asked if the costs of the QS and CDM professional will be covered by the grant. Councillor T Hooper said they will. Councillor C Smith said that an Asbestos report for the Pavilion is also required before works can commence.

Councillor C Smith said that a ramp will be built in front of the Pavilion and the extension to bring the ground level up to the floor level of the building. He said the plans show the ramp as being 1.35m wide but it needs to be wide enough for two pushchairs to pass which is between 1.6m and 1.8m. It was agreed that the ramp would be 1.6m outside the existing pavilion with a corner piece where it turns to become 2m in front of the extension as this will allow for display space there too.

Councillor C Smith said there will be full vehicular access into the site with a turning area and the existing gates into the playing field will be removed. He said that the parking and café area needs to be segregated from the play area and playing field

with fencing. It was agreed that 1.2m high galvanized fencing would be erected with gates to match. It was also agreed that the ramp will be fenced in galvanized metal at its edge with a handrail on top as well as down the steps at the end of the ramp.

In addition, Councillor C Smith said the carpet in the Pavilion needs removing and replacing with hard flooring which is suitable for activities undertaken by the Scouts and for use by the café. In addition, he said the existing Pavilion needs re-decorating.

It was agreed that the existing shrubs in front of the Pavilion would be removed and re-planted by volunteers and the Jubilee plaque re-located.

10. Cott Yard

To receive and consider the heating and other charges for the tenants in Cott Yard

Councillor C Smith explained that the heat pump had failed as two fuses had blown which he has now replaced. He said that two slates have blown off the roof and need re-fitting but this is not possible without the appropriate machinery. The Clerk reported that Pertemps have indicated that they will be vacating their suite on 25th March 2024 although formal notice has not been given. It was agreed that the Clerk would request one month's written notice. Councillor C Smith said that he had inspected the suite and there is very little damage to the wall surfaces and the flooring shows a few signs of wear and tear. He said that the tenant has offered a cash settlement on vacating the premises to assist with any repair/re-decoration costs. It was proposed by Councillor C Smith and seconded by Councillor G Rogers that a cash settlement of 3 months' rent be requested. All councillors voted in favour of this proposal.

Councillors G Rogers and H Bunt left the meeting.

Councillor C Smith said that Country Lane Enterprises would be interested in renting the vacated suite and would use it for storage for as long as the shop remains in Cott Yard. It was proposed by Councillor M Rowe and seconded by Councillor A Tamblyn that the suite be offered to Country Lane Enterprises on the same terms as Pertemps. All Councillors voted in favour of this proposal. It was noted that if this happens, an option would be to switch off the heating and to negotiate with the other tenant regarding the heating of her suite.

Councillors G Rogers and H Bunt returned to the meeting.

Councillor C Smith said that when Pertemps vacate their suite, the shop staff will be, in the main, the only users of the communal areas. The shopkeeper said he would be happy for his own staff to clean the communal area which would reduce the tenants' service charges.

11. Toilets and Car Park

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

None

12. St Neot Orchard

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

Councillor M Rowe said he was unable to cut the hedge as birds are nesting. Councillor L Jones said he will install an additional handrail on the bridge over the river from Water Meadow to make it safer. It was agreed that there is a dangerous tree belonging to the occupier of the dwelling next to the orchard as well as one in the orchard. Councillor G Rogers said he would make arrangements to make the trees safer but in the meantime, Councillor H Bunt said he would erect signs to close the footpath at both ends due to the dangerous tree.

13. Sustainability Statement

To receive and consider a sustainability statement

It was noted that Councillor T Hooper had drafted a statement which had been circulated to all councillors prior to the meeting acknowledging what the parish council's responsibilities are in terms of sustainability. It was noted that these relate to biodiversity and to social wellbeing. It was proposed by Councillor H Bunt and seconded by Councillor L Jones that this statement be adopted and put on the parish council's website. All Councillors voted in favour of this proposal.

14. D Day Celebrations

To consider arrangements for the D Day celebrations

The Chairman said that no formal notifications had been received regarding D Day celebrations. It was noted that the Historians will put on a display, possibly in the Church, on 6th June 2024. The parish council expressed their thanks to the Historians for undertaking this task.

15. Farmer's Market

To receive a report from the councillor who attended the farmer's market on 2nd March 2024 and to appoint a representative to attend the farmer's market on 6th April 2024

Councillor M Rowe attended the farmer's market on 2nd March 2024. He said that concerns had been raised about the hedge overhanging the pavement at Cott, the flooded state of the Carnglaze Caverns' road and a question as to when the handrail adjacent to the steps leading from the car park into Church View will be installed. He said the Vicar had suggested a community calendar but it was agreed that it is not

something the parish council would want to be involved in. Councillor H Bunt said that he will attend the market on 6th April 2024.

16. To receive reports from -

a) Cornwall Councillor

Cornwall Councillor P Seeva apologized for not attending the last two meetings due to a fall. He said that Cornwall Council has now set the budget which results in a 4.99% increase in council tax. He said that Cornwall Council is reasonably well run and focuses on frontline services. He said the new bins and sacks will be delivered this month ready for the new waste collection service. He said that the vote at Cornwall Council to increase the tolls on the Tamar Bridge was very close: 36 to 38 so the tolls will be increased as the revenue on the bridge is down, and the volume of traffic has not returned to the pre-pandemic level. Councillor G Rogers asked why rubble cannot be taken to Connon Bridge recycling centre but only to Saltash or St Austell. Cornwall Councillor P Seeva said that Cornwall Council was given a government grant and decided to use it to provide a free service for the deposition of rubble at some locations. He said that efforts are being made to have the deposition of rubble facility returned to Connon Bridge. Councillor H Bunt said that there are some drop off points adjacent to the river on the Draynes Valley road which are dangerous. Cornwall Councillor P Seeva said he would report this matter to highways.

b) Goonzion Commoners

None

c) SE Cornwall CAP

None

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

Cornwall Pension Fund (Pension for Clerk) - £177.79
Julie Ball (Toilet, Pavilion and Cott Yard cleaning) - £311.17
Julie Ball (Toilet, Pavilion and Cott Yard cleaning – holiday pay) - £263.17
Sue Blaxley (3 months' salary and administration expenses) - £2583.74
Western Web (Annual Renewal of Webspace) - £96.00
Christian Smith (Cott Yard) - £34.98

It was proposed by Councillor H Bunt and seconded by Councillor T Hooper that all the above orders be authorized for payment. All Councillors voted in favour.

18. 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: Country Lane Enterprises - £687.08 (electricity for Cott Yard), £136.50 from Menheniot Post

Office (rent for Pavilion), Heather Taylor - £517.50 (Rent for Cott Yard) and £1000 (Community Turbine payment). She said that the accounts balance at £53,455.57.

19. Date of next meeting

To confirm the date of the next Parish Council meeting on Wednesday 13th March 2024

The next meeting of the parish council will be on Wednesday 10th April 2024 commencing at 7:30pm in the Village Hall Social Club meeting room.

The meeting was closed at 9:50pm.