



BLISLAND PARISH COUNCIL

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Council Meeting – 12 April 2018

Minutes of the meeting of the Council held at The Manor Suite, Blisland Village Hall on the above date.

| Ref | | Action |
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| 80/18 | <p>Persons Present/Apologies NOTED persons present and RECEIVED apologies for absence.</p> <p>Cllrs Meads, Martyn, Larsen, Crozier, Runnalls, Stirling, Montague, Runnalls. T White – Clerk and four members of the public.</p> <p>Cllr Green – Apologies. CC Batters - Apologies</p> | |
| 81/18 | <p>To Receive any Declarations of Interest from Members / Dispensations To RECEIVE any Declarations of Interest from Members. To RESOLVE to grant any requests for Dispensation in line with the Councillor Code of Conduct 2012 if appropriate.</p> <p>Cllr Crozier – Item 10 – Leave the room. Cllr Stirling – Item 9 – Leave the room. Cllr Larsen – Item 9 – Leave the room.</p> | |
| 82/18 | <p>Council Meeting: Minutes 8th March 2018 RESOLVED that the above Minutes of the Meeting of Blisland Parish Council having been previously circulated, be taken as read, approved and signed (attached). NOTED any matters arising from the Minutes – None.</p> <p>Proposed Cllr Crozier, seconded Cllr Stirling. Unanimous.</p> | |
| 83/18 | <p>Public Participation No comments RECEIVED from members of the public.</p> | |
| 84/18 | <p>Cornwall Councillor’s report NOTED a report from the Cornwall Councillor.</p> <p>Cllr Batters sent his apologies and Clerk read an update of cases reported by Cllr Batters: Pothole at Waterloo, Flooding at Tresarrett Bridge and road from Blisland to Carwen near Down Park.</p> | |
| 85/18 | <p>Highways and Footpaths RECEIVED any reports and updates. As previously reported by Clerk on behalf of Cornwall Cllr Batters.</p> <p>Cllr Meads – Horse signs – Requested an update. Received a complaint from a member of the public regarding a vehicle driver who did not slow down for the</p> | <p>Clerk to pursue.</p> |

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| <p>86/18</p> | <p>horse riders on Trewint Hill. Also, a motorcyclist who revved his engine whilst waiting behind a horse ride in Waterloo.</p> <p><i>*Cllr Runnalls entered the meeting*</i></p> <p>Transport from Pendene Bungalow, Tresarrett to Blisland School RECEIVED information and DISCUSSED.</p> <p>Chair questioned whether Cllr Martin should have declared an interest. Clerk advised that due to the interest in the land, Cllr Martin would have an interest in the item for discussion.</p> <p>Cllr Martin drew the Clerk's attention to correspondence received.</p> <p><i>*Cllr Martin left the room*</i></p> <p>Clerk read out the correspondence received regarding the matter.</p> <p>RESOLVED that as these are exceptional circumstances, to support the request for transport funding from Cornwall Council. Proposed Cllr Larsen, seconded, Cllr Montague. 4 in favour, 1 abstention, 1 against. Carried.</p> | <p>Clerk to action.</p> |
| <p>87/18</p> | <p>Community Networks Highways Scheme RECEIVED information and DISCUSSED.</p> <p>Cllr Meads attended the CNP meeting on 11th April and provided an update. Scheme where local communities can put forward their needs for their roads; i.e. more parking areas, road signs etc. Concern from attendees about the volume of information sent through. A representation will be in attendance at the next community network panel meeting. Further updates to follow.</p> <p>Planning Applications for Consultation RECEIVED the following Planning Applications and RESPONDED to the Local Planning Authority accordingly:</p> | |
| <p>88/18</p> | <p><i>*Cllr Stirling left the room*</i></p> <p>Application PA18/02215 Proposal Proposed glasshouse and stone garden wall, to replace a Leylandii hedge, forming a walled garden Location Newton House Road From Tregenna Road To Trewint Hill Blisland Bodmin Applicant Mr J Stirling</p> <p>Proposal by Cllr Martin to support the application, with a condition to ensure it could not be converted into a dwelling. No seconder, not carried.</p> <p>RESOLVED to respond as follows: For the reasons put forward by the Cornwall Council Historic Environment Officer, including the impact on the two listed buildings - Newton House and Mansion House, along with the designated conservation area and the village green, the parish council does not support this application.</p> <p>Proposed Cllr Meads, seconded Cllr Crozier, 4 in favour, 2 abstentions. Carried.</p> | <p>Clerk to respond.</p> |

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| 89/18 | <p>Application PA18/02216 Proposal Listed Building Consent for the construction of a glasshouse and stone garden wall, to replace a Leylandii hedge, forming a walled garden Location Newton House Road From Tregenna Road To Trewint Hill Blisland Bodmin Applicant Mr J Stirling</p> <p>RESOLVED to respond as follows: For the reasons put forward by the Cornwall Council Historic Environment Officer, including the impact on the two listed buildings - Newton House and Mansion House, along with the designated conservation area and the village green, the parish council does not support this application.</p> <p>Proposed Cllr Meads, seconded Cllr Montague, 4 in favour, 2 abstentions. Carried.</p> | Clerk to respond. |
| 90/18 | <p>Application PA18/01918 Proposal Reserved matters for the Construction of a single storey agricultural dwelling (all matters were reserved) Location Land NNW Of Penstroda Barn Waterloo Bodmin Cornwall Applicant Mr M Rowe</p> <p>Chair asked the applicant for clarification of the materials to be used. Applicant confirmed it would be timber framed, and rendered and in keeping with the neighbouring building, set down into the land.</p> <p>The parish council RESOLVED to support the application. Proposed Cllr Runnalls, seconded Cllr Meads. Unanimous.</p> | Clerk to respond. |
| 91/18 | <p>Planning Applications, Appeals and Enforcement Decisions NOTED the following planning outcomes and any further that may be notified:</p> <p>PA18/01380 – 2 Church Close – Canopy and decking – 3 reasons – design, impact on heritage assets, impact on conservation area.</p> <p>EN18/00421 - Alleged erection of a dwelling - Trehudreth Barton Manor Waterloo Blisland Bodmin Cornwall PL30 4JW – Case Closed.</p> <p>Cllr Runnalls requested that the Chair allowed a member of the public to speak as he was late attending the meeting. Chair consented.</p> <p>A member of the public reported that as the owner of the Old Smithy, the neighbouring drains are blocked running into his field. Highways and SWW have been and nothing has been sorted. Previously the parish council has put a new pipe in but not sufficient volume.</p> <p>Agreed that the parish council would write to the highways department directly and inform the interested parties when this had been done.</p> | Clerk to action. |
| 92/18 | <p>Institute Management Committee RECEIVED information. Email update received from Chairman Charles Whitehead.</p> <p>Cllr Stirling, Crozier, Runnalls attended recent arts and crafts fayre.</p> | |

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| | <p>Council extended their congratulations on a successful arts and crafts fayre.</p> <p>Cllr Runnalls to chase up tarmac contractors regarding the water pooling by the Institute door.</p> <p>Cllr Meads to chase up dehumidifier.</p> | <p>Cllr Runnalls to progress.</p> <p>Cllr Meads to progress.</p> |
| 93/18 | <p>SLCC Membership Renewal RECEIVED information and RESOLVED to agree the expenditure and payment of £115 for the annual membership renewal. Proposed Cllr Runnalls, seconded Cllr Larsen. Unanimous.</p> | <p>Clerk to action.</p> |
| 94/18 | <p>CALC Membership Renewal RECEIVED information and RESOLVED to agree the expenditure and payment of £257.56 for the annual membership renewal. Proposed Cllr Crozier, seconded Cllr Larsen. Unanimous.</p> | <p>Clerk to action.</p> |
| 95/18 | <p>Clerk's report Clerk provided the following updates: Mobile phone contract – reduced monthly fee. CiLCA Training – Attended introductory session. Likely to be approximately 200 hours work over the year and approximately £500 for training and course fees. General Data Protection Regulation Work ongoing. Still no confirmation on whether the Clerk will be the nominated Data Protection Officer. Internal Audit Ongoing work and investigating exemption. Sought advice from auditor and CALC and awaiting responses. National Joint Council and National Living Wage Agreement has been reached between the National Employers and the Trade Union Side of the National Joint Council for Local Government Services (NJC) on rates of pay applicable from 1st April 2018 and 1st April 2019. VAT Return Advised VAT return has been submitted up until 31st March 2018.</p> | |
| 96/18 | <p>Budget Update RECEIVED the end of year budget update and bank reconciliation. Clerk provided budget update and briefing note on precept and budget. General discussion about the precept increase, specifically on unbudgeted overspend in the previous financial year 2016/2017.</p> | |
| 97/18 | <p>Finance Report RESOLVED to adopt the most recent Finance Report and authorise the payments of Accounts Outstanding (tabled). Proposed Cllr Crozier, seconded Cllr Larsen. Unanimous.</p> | <p>Clerk to action.</p> |
| 98/18 | <p>Internal Audit RECEIVED information on the above. Clerk provided an update on the internal audit and the internal auditors report 2017/2018: Recommendation 1: Noted. Recommendation 2: Clerk provided copy of banking and HMRC procedures written. Ongoing. Recommendation 3: Complete. Terms of Reference on website. Recommendation 4:</p> | |

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| | Advise sought from CALC VAT advisor. No VAT to be claimed on Institute as business activity. | |
| 99/18 | <p>Filing Cabinet RECEIVED information, DISCUSSED and RESOLVED to approve expenditure for the purchase of a filing cabinet up to the sum of £250 (not including VAT).</p> <p>Proposed Cllr Montague seconded Cllr Martin. Unanimous.</p> | Clerk to action. |
| 100/18 | <p>Software Purchase RECEIVED information, DISCUSSED and RESOLVED to approve expenditure of £139.99 for the above.</p> <p>Proposed Cllr Martin, seconded Cllr Stirling. Unanimous.</p> | Clerk to action. |
| 101/18 | <p>Update: Litter Pick RECEIVED an update on the above.</p> <p>Cllr Crozier provided an update on the above. Cancelled due to poor weather. Cllr Crozier and husband collected 9 large sacks in total. Trying to sort out an ongoing arrangement with Cornwall Council. New date to be scheduled – after the verges have been cut back.</p> | Cllr Crozier to update. |
| 102/18 | <p>Update: Dark Skies Pilot RECEIVED an update on the above.</p> <p>Cllr Crozier provided an update. She advised that Cornwall Council is not open reconsidering their current policy on streetlighting. Cllr Crozier continuing research and will update further in due course.</p> | Cllr Crozier to update. |
| 103/18 | <p>Update: Neighbourhood Plan RECEIVED an update on the above.</p> <p>Cllr Meads provided an update. New neighbourhood planning support programme running for another 4 years - £23million available so grant funding available. Cllr Meads to continue with grant applications and will provide an update and arrange a meeting.</p> | Cllr Meads to advise meeting date. |
| 104/18 | <p>Forthcoming training/events Camel Trail Partnership meeting – Cllr Martin attending. Cornwall Land Trust – Cllr Martin attending.</p> | |
| 105/18 | <p>Reports from Council representatives to outside bodies Cllr Meads provided an update from the Bodmin Community Network meeting.</p> | |
| 106/18 | <p>Notification of meeting/items for agenda: 10th May 2018 Annual Parish Council meeting – election of the chair will be first item on the agenda. Review and adopt policies and procedures. Public conveniences - entry and payment.</p> | |
| 107/18 | <p>Public Bodies (Admission to Meetings) Act 1960. RESOLVED that in view of the confidential or special nature of the business about to be transacted it is advisable that the press and public be excluded and instructed to withdraw during the discussion for the following items:</p> <p>Proposed Cllr Crozier, seconded Cllr Runnalls. Unanimous.</p> | |

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| 108/18 | <p>Cleaner Vacancy Applications and Interview Shortlisting RECEIVED information, DISCUSSED and RESOLVED to select candidate for interview, set the interview date for Thursday 19th April 2018 at 3:30pm in the Institute, Cllrs Meads, Martin and Clerk to interview. Proposed Cllr Runnalls, seconded Cllr Meads. Unanimous.</p> | Clerk to action. |
| 109/18 | <p>Tender submissions for footpath maintenance RECEIVED information, DISCUSSED and RESOLVED to accept tender submission from Philip Hoskin, for 1 cut of all gold and silver paths – with review for second cut on some of the gold paths. Proposed Cllr Runnalls, seconded Cllr Montague. Unanimous.</p> | Clerk to action. |
| 110/18 | <p>Clerk time recording RECEIVED information, DISCUSSED – No further action required at the current time. Meeting closed at 21:44.</p> | |