



BLISLAND PARISH COUNCIL

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3rd May 2018

TO MEMBERS OF THE COUNCIL:

Councillors: S Meads (Chair), C Crozier, J Fairman, A Green, S Larsen, G Montague, B Runnalls, M Stirling.

Dear Members,

I hereby give you notice that the Meeting of Blisland Parish Council will be held on **Thursday 10th May 2018 at the Manor Suite, Blisland Village Hall at 19:00.**

All Members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business about to be transacted at the meeting as set out hereunder.

Yours sincerely

T L White

Tammy White, Parish Clerk

Press & Public are invited to attend. Meetings are held in public and could be filmed or recorded by broadcasters, the media or members of the public.

AGENDA

1. Election of Chairman of the Council

To **ELECT** the Chairman of the Council and to receive their Declaration of Acceptance of Office.

2. Election of Vice-Chairman of the Council

To **ELECT** the Vice-Chairman of the Council and to receive their Declaration of Acceptance of Office.

3. Persons Present/Apologies

To **NOTE** persons present and **RECEIVE** apologies for absence.

4. 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.

5. To Receive the Resignation of Councillor

To **RECEIVE** the resignation of Councillor Martin.

6. Council Meeting: Minutes 12th April 2018

To **RESOLVE** that the above Minutes of the Meeting of Blisland Parish Council having been previously circulated, be taken as read, approved and signed (attached). To **NOTE** any matters arising from the Minutes.

7. Extraordinary Council Meeting: Minutes 26th April 2018

To **RESOLVE** that the above Minutes of the Extraordinary Meeting of Blisland Parish Council having been previously circulated, be taken as read, approved and signed (attached). To **NOTE** any matters arising from the Minutes.

8. Public Participation

To **RECEIVE** comments from members of the public. This provides an opportunity for members of the public to comment on items on the agenda. Maximum time allowed will total 10 minutes.

9. Cornwall Councillor's report

To **NOTE** a report from the Cornwall Councillor.

10. Highways and Footpaths

To **RECEIVE** any reports and updates.

11. Planning Applications for Consultation

To **RECEIVE** the following Planning Applications and **RESPOND** to the Local Planning Authority accordingly:

NONE

12. Planning Applications, Appeals and Enforcement Decisions

To **NOTE** planning outcomes and any further that may be notified:

13. Clerk's report

To **NOTE** the contents of the Clerk's report.

14. Parking around the Village Green

To **RECEIVE** information, **DISCUSS** and **RESOLVE** a course of action if appropriate.

15. Public Conveniences – Access and charging

To **RECEIVE** information and **DISCUSS**.

16. Camel Valley Forest Plan

To **RECEIVE** information, **DISCUSS** and **RESOLVE** a course of action if appropriate.

17. General Data Protection Regulation

To **RECEIVE** information, **DISCUSS** and **RESOLVE** a course of action if appropriate.

18. RoSPA Report

To **RECEIVE** the play equipment safety report, **RESOLVE** to **APPROVE** expenditure and payment of £79.80.

19. Finance Report

To **RESOLVE** to adopt the most recent Finance Report and authorise the payments of Accounts Outstanding (tabled).

20. Annual Governance and Accountability Return – Section 1 Annual Governance Statement 2017/2018

To **RECEIVE** information on the above and **RESOLVE** to approve the governance statement.

21. Annual Governance and Accountability Return – Section 2 Accounting Statements 2017/2018

To **RECEIVE** information on the above and **RESOLVE** to approve the accounting statements.

22. Calendar of Council Meetings

To **RECEIVE** information and **RESOLVE** a course of action.

23. Code of Conduct

To **RESOLVE** to approve and adopt the Code of Conduct (attached).

24. Equal Opportunities Policy

To **RESOLVE** to approve and adopt the Equal Opportunities Policy (attached).

25. Health and Safety Policy

To **RESOLVE** to approve and adopt the Health and Safety Policy (attached).

26. Data Protection Policy

To **RESOLVE** to approve and adopt the Data Protection Policy (attached).

27. Grievance Policy

To **RESOLVE** to approve and adopt the Grievance Policy (attached).

28. Disciplinary Policy

To **RESOLVE** to approve and adopt the Disciplinary Policy (attached).

29. Broadcasting and Social Media Policy

To **RESOLVE** to adopt a broadcasting policy (unchanged) (attached).

30. Statement of Internal Control and Internal Audit Policy

To **RESOLVE** to adopt an internal audit policy (unchanged) and the Statement of Internal Control.

31. Financial Regulations

To **RESOLVE** to approve and adopt the amended Financial Regulations (attached).

32. Document Retention Policy and Appendix Document

To **RESOLVE** to approve and adopt the document retention policy and appendix document.

33. Fixed Asset Register

To **RECEIVE** information on the above and **RESOLVE** to approve the register.

34. Risk Assessment

To **RECEIVE** information on the above and **RESOLVE** to approve the updated risk assessment.

35. Councillor Vacancy

To **RECEIVE** information on the above and **RESOLVE** a course of action.

36. Institute Management Committee

To **RECEIVE** information and **RESOLVE** a course of action where necessary.

37. Forthcoming training/events

To **RECEIVE** information and **DISCUSS** attendance.

38. Reports from Council representatives to outside bodies

To **NOTE** any reports.

39. Notification of meeting/items for agenda: June 2018

To **NOTE** any items for the next Council meeting.

40. Public Bodies (Admission to Meetings) Act 1960.

To **RESOLVE** 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: