



BLISLAND PARISH COUNCIL

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3rd May 2019

TO MEMBERS OF THE COUNCIL:

Councillors: S Meads (Chair), C Crozier (Vice-Chair), K Dickin, A Green, S Larsen, K Lowden, G Montague, B Runnalls, L Spencer, M Stirling.

Dear Members,

I hereby give you notice that the Annual Meeting of Blisland Parish Council will be held on **Thursday 9th May 2019 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. Council Meeting: Minutes 11th April 2019

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

6. 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.

7. Cornwall Councillor's report

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

8. Highways and Footpaths

To **RECEIVE** any reports and updates.

9. Planning Applications for Consultation

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

Application PA19/02410

Proposal [Reserved matters application for access, appearance, landscaping, layout and scale following outline approval PA16/11923 for erection of a detached agricultural dwelling with attached single garage](#)

Location Land North Of Merrifield Old Temple Road Temple Bodmin

Applicant Ms Kat Yeo

Application PA19/01889

Proposal [Construction of an agricultural storage building](#)

Location Stokeley Farm Blisland Bodmin PL30 4HJ

Applicant Mr Adrian Chapman

10. Planning Applications, Appeals and Enforcement Decisions

To **NOTE** planning outcomes.

11. UPDATE: Neighbourhood Development Plan

To **RECEIVE** information, **DISCUSS, RESOLVE** a course of action where appropriate, and **APPROVE** any associated expenditure and payments where necessary.

12. UPDATE: Defibrillator Maintenance

To **RECEIVE** information, **DISCUSS, RESOLVE** a course of action where appropriate, and **APPROVE** any associated expenditure and payments where necessary.

13. Institute Management

To **RECEIVE** information, **DISCUSS, RESOLVE** a course of action and **APPROVE** any associated expenditure and payments from Institute/Council funds where necessary.
Dog Show Rosettes -

14. Easter Litter Pick and Clean Cornwall Grant

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

15. Clerk's report

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

16. RoSPA Report

To **RECEIVE** the play equipment safety report, **RESOLVE** to **APPROVE** expenditure and payment of £82.20.

17. 2018/2019 End of Year Budget Report

To **RECEIVE** the above.

18. Finance Report

To **RECEIVE** the monthly finance report, bank reconciliation and Clerk timesheet, to **RESOLVE** to adopt the most recent Finance Report and authorise the payments of Accounts Outstanding (tabled) and to **APPROVE** the use of the debit card to make payments on the payment schedule, where expenditure has already been approved (if necessary).

19. Annual Governance and Accountability Return – Section 1 Annual Governance Statement 2018/2019

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

20. Annual Governance and Accountability Return – Section 2 Accounting Statements 2018/2019

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

21. Calendar of Council Meetings

To **RECEIVE** information and **APPROVE** the calendar of Council Meetings.

22. Code of Conduct

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

23. Equal Opportunities Policy

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

24. Health and Safety Policy

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

25. Data Protection Policy

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

26. Grievance Policy

To **RESOLVE** to approve and adopt the Grievance Policy.

27. Disciplinary Policy

To **RESOLVE** to approve and adopt the Disciplinary Policy.

28. Broadcasting and Social Media Policy

To **RESOLVE** to approve and adopt a Broadcasting and Social Media Policy.

29. Statement of Internal Control and Internal Audit Policy

To **RESOLVE** to adopt an Internal Audit Policy and the Statement of Internal Control.

30. Document Retention Policy and Appendix Document

To **RESOLVE** to approve and adopt the Document Retention Policy and Appendix Document.

31. Fixed Asset Register

To **RESOLVE** to approve and adopt the register.

32. Risk Assessment

To **RESOLVE** to approve and adopt the updated risk assessment.

33. Forthcoming training/events

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

34. Reports from Council representatives to outside bodies

To **NOTE** any reports.

35. Notification of meeting/items for agenda: 13th June 2019

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

36. 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:

37. Tender submissions for footpath maintenance

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

38. Staffing Matters

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