



BLISLAND PARISH COUNCIL

Parish Clerk: Tammy White BA (Hons), MSc, PGDip

Treglens
Limehead
St. Breward
Bodmin
PL30 4LU

Tel: 07540 380531
clerk@blislandparishcouncil.co.uk
www.blislandparishcouncil.co.uk

Council Meeting – 9th May 2019

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

Ref		Action
112/19	<p>Election of Chairman of the Council RESOLVED to ELECT Councillor Cllr Meads as the Chairman of the Council.</p> <p>Proposed Cllr Green, seconded Cllr Montague. Unanimous.</p> <p>Received signed Declaration of Acceptance of Office for Chair Meads.</p>	
113/19	<p>Election of Vice-Chairman of the Council RESOLVED to ELECT Councillor Cllr Crozier as the Vice-Chairman of the Council.</p> <p>Received signed Declaration of Acceptance of Office for Vice-Chair Crozier.</p> <p>Proposed Cllr Meads, seconded Cllr Dickin. Unanimous.</p>	
114/19	<p>Persons Present/Apologies NOTED persons present: Cllrs S Meads (Chair), C Crozier (Vice-Chair), K Dickin, A Green, S Larsen, L Spencer, K Lowden, G Montague, M Stirling. T White – Clerk One member of the press/public</p> <p>Apologies received from Cllr Runnalls and Cornwall Councillor Chris Batters.</p>	
115/19	<p>Declarations of Interest from Members / Dispensations None.</p>	
116/19	<p>Council Meeting: Minutes 11th April 2019 RESOLVED that the above Minutes of the Meeting of Blisland Parish Council having been previously circulated, be taken as read, approved and signed. NOTE any matters arising from the Minutes – None.</p> <p>Proposed Cllr Dickin, seconded Cllr Green. Unanimous.</p>	
117/19	<p>Public Participation None.</p>	
118/19	<p>Cornwall Councillor's report RECEIVED and NOTED a written a report from the Cornwall Councillor as follows:</p> <p>"I have dealt quite quickly with whatever has been forwarded to me by both the Parish Council and local residents. As many are aware, it is my policy to reply to all issues within 24 hours of receipt, and duly follow up copying everyone into emailed correspondence.</p>	

	<p>I am available 24/7 for anyone to ring me on my land line. One point I would mention; Last week at Truro they held the Cornwall Civic Awards evening to which I was present, when Henry Kendall received an award on behalf of the A30 Temple Dualling Committee in recognition of the excellent work they undertook in the years leading up to the commencement of the A30 Temple construction. I was delighted to nominate this committee for the award.”</p> <p>Cllr Meads congratulated Henry and the team.</p>	
119/19	<p>Highways and Footpaths Cllr Green enquired about area of land old slip road beside the A30 up to the cattle grid. Fly tipping and rubbish being dumped in the area. Recently cleared but members have concerns it will continue. Cllr Green suggested the provision of a gate with padlock (key for farmer access).</p>	
	<p>Planning Applications for Consultation RECEIVED the following Planning Applications and RESPONDED to the Local Planning Authority accordingly:</p> <p>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</p> <p>RESOLVED to provide the following response to the Local Planning Authority: The parish council supports this application subject to the following: The tree at the front should remain as it has high amenity value; The Japanese knotweed will need to be treated prior to the commencement of the development; The building must be built in accordance with the approved plans. Want to be satisfied that there is sufficient parking within the site in order to avoid additional parking on the highway.</p>	
120/19	<p>Proposed Cllr Dickin, seconded Cllr Montague. Unanimous.</p>	
	<p>Application PA19/01889 Proposal Construction of an agricultural storage building Location Stokeley Farm Blisland Bodmin PL30 4HJ Applicant Mr Adrian Chapman</p>	
121/19	<p>RESOLVED to support the application.</p> <p>Proposed Cllr Green seconded Cllr Larsen. Unanimous.</p>	
122/19	<p>Planning Applications, Appeals and Enforcement Decisions None reported.</p>	
123/19	<p>UPDATE: Neighbourhood Development Plan RECEIVED information, DISCUSSED and RESOLVED to APPROVE the meeting notes and Terms of Reference as set out.</p> <p>Proposed Cllr Crozier, seconded Cllr Montague. Unanimous.</p>	
124/19	<p>UPDATE: Defibrillator Maintenance RECEIVED information, DISCUSSED, RESOLVED to agree the new service provider, accept quote for new door and agreed annual maintenance fees.</p> <p>Proposed Cllr Dickin, seconded Cllr Lowden. Unanimous.</p>	

125/19	<p>Institute Management RECEIVED information that the spring art exhibition raised £733.</p> <p>RESOLVED a course of action to APPROVE associated expenditure and payments from Institute funds as follows: Dog Show Rosettes - £41.27. Issue all cheque payments for exhibitions sales/commission/costs.</p> <p>Cllr Lowden recommended online payments. Clerk to action in time for next exhibition.</p> <p>Cllr Green queried committee membership. Clerk advised Parish Council representatives can be re-elected at next meeting.</p> <p>Proposed Cllr Lowden, seconded Cllr Spencer. Unanimous.</p>	
126/19	<p>Easter Litter Pick and Clean Cornwall Grant Cllr Crozier provided update on the Easter litter pick. Successful - £5 note and a Crunchie bar found. Over a dozen bags of rubbish collected.</p> <p>Cllr Montague updated that Temple has carried out a litter pick.</p> <p>Cllr Crozier updated members on a grant application for litter pick equipment and cast iron bin for the green. Grant application has been submitted and is awaiting a decision.</p> <p>Cllr Meads queried about the absence of a bin outside of the shop.</p>	
127/19	<p>Clerk's report Annual leave from 10th – 18th May 2019. Agreed by members.</p>	
128/19	<p>RoSPA Report RECEIVED the play equipment safety report and RESOLVED to APPROVE expenditure and payment of £82.20.</p> <p>Proposed Cllr Lowden, seconded Cllr Larsen. Unanimous.</p>	
129/19	<p>2018/2019 End of Year Budget Report RECEIVED and NOTED the above.</p>	
130/19	<p>Finance Report RECEIVED the monthly finance report, bank reconciliation and Clerk timesheet, RESOLVED to adopt the most recent Finance Report and authorise the payments of Accounts Outstanding (tabled) and to APPROVED the use of the debit card to make payments on the payment schedule, where expenditure has already been approved (if necessary).</p> <p>Proposed Cllr Crozier, seconded Cllr Stirling. Unanimous.</p>	
131/19	<p>Annual Governance and Accountability Return – Section 1 Annual Governance Statement 2018/2019 RECEIVED information on the above and RESOLVED to approve the governance statement.</p> <p>Proposed Cllr Green, seconded Cllr Larsen. Unanimous.</p>	
132/19	<p>Annual Governance and Accountability Return – Section 2 Accounting Statements 2018/2019 RECEIVED information on the above and RESOLVED to approve the accounting statements.</p> <p>Proposed Cllr Montague, seconded Cllr Lowden. Unanimous.</p>	
133/19	<p>Calendar of Council Meetings RECEIVED information and APPROVED the calendar of Council Meetings.</p> <p>Proposed Cllr Stirling, seconded Cllr Crozier. Unanimous.</p>	

134/19	<p>Code of Conduct RESOLVED to approve and adopt the Code of Conduct.</p> <p>Proposed Cllr Crozier, seconded Cllr Dickin. Unanimous.</p>	
135/19	<p>Equal Opportunities Policy RESOLVED to approve and adopt the Equal Opportunities Policy.</p> <p>Proposed Cllr Green, seconded Cllr Crozier. Unanimous.</p>	
136/19	<p>Health and Safety Policy RESOLVED to approve and adopt the Health and Safety Policy.</p> <p>Proposed Cllr Lowden, seconded Cllr Crozier. Unanimous.</p>	
137/19	<p>Data Protection Policy RESOLVED to approve and adopt the Data Protection Policy.</p> <p>Proposed Cllr Dickin, seconded Cllr Lowden. Unanimous.</p>	
138/19	<p>Grievance Policy RESOLVED to approve and adopt the Grievance Policy.</p> <p>Proposed Cllr Crozier, seconded Cllr Stirling. Unanimous.</p>	
139/19	<p>Disciplinary Policy RESOLVED to approve and adopt the Disciplinary Policy.</p> <p>Proposed Cllr Dickin, seconded Cllr Spencer. Unanimous.</p>	
140/19	<p>Broadcasting and Social Media Policy RESOLVED to approve and adopt a Broadcasting and Social Media Policy.</p> <p>Proposed Cllr Spencer, seconded Cllr Montague. Unanimous.</p>	
141/19	<p>Statement of Internal Control and Internal Audit Policy RESOLVED to adopt an Internal Audit Policy and the Statement of Internal Control.</p> <p>Proposed Cllr Lowden, seconded Cllr Spencer. Unanimous.</p>	
142/19	<p>Document Retention Policy and Appendix Document RESOLVED to approve and adopt the Document Retention Policy and Appendix Document.</p> <p>Proposed Cllr Dickin, seconded Cllr Green. Unanimous.</p>	
143/19	<p>Fixed Asset Register RESOLVED to approve and adopt the register.</p> <p>Proposed Cllr Stirling, seconded Cllr Crozier. Unanimous.</p>	
144/19	<p>Risk Assessment RESOLVED to approve and adopt the updated risk assessment.</p> <p>Proposed Cllr Lowden, seconded Cllr Larsen. Unanimous.</p>	
145/19	<p>Forthcoming training/events Cllr Stirling attending 'Road Safety and Community Speed' engagement event - 14 May, 9.30am - 1.30pm - County Hall, Truro, TR1 3AY</p>	
146/19	<p>Reports from Council representatives to outside bodies None.</p>	

147/19	<p>Notification of meeting/items for agenda: 13th June 2019 Sign posts for village Tourist information panel Institute Committee Councillor Membership</p>	
148/19	<p>Apologies received in advance from A Green, Cllr Lowden, Cllr Larsen, Cllr Crozier who cannot attend meeting on 13th June 2019.</p>	
149/19	<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 Stirling, seconded Cllr Larsen. Unanimous.</p>	
150/19	<p>Tender submissions for footpath maintenance RECEIVED one quote for the footpath maintenance works. DISCUSSED and RESOLVED to accept the quote.</p> <p>Proposed Cllr Larsen, seconded Cllr Crozier. Unanimous.</p>	
150/19	<p>Staffing Matters RECEIVED information, DISCUSSED and RESOLVED to advertise adoption cover for Clerk.</p> <p>Proposed Cllr Crozier, seconded Cllr Green. Unanimous.</p> <p>Meeting closed at 20:00.</p>	