



BLISLAND PARISH COUNCIL

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Council Meeting – 5th December 2019

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

Ref		Action
299/19	<p>Persons Present/Apologies</p> <p>Persons present: Cllrs Meads (Chairman), Lowden, Spencer, Stirling, Green, Montague and Dickin.</p> <p>W Yelland- Locum Clerk</p> <p>4 members of the public</p> <p>Apologies received from Cllr Crozier.</p>	
300/19	<p>Declarations of Interest from Members / Dispensations</p> <p>None</p>	
301/19	<p>Council Meeting: Minutes 14th November 2019</p> <p>RESOLVED that the above Minutes of the Meeting of Blisland Parish Council having been previously circulated, be taken as read, approved and signed. Amendment to show Cornwall Cllr Batters did not attend.</p> <p>Proposed Cllr Lowden, seconded Cllr Spencer. Carried.</p>	
302/19	<p>Public Participation</p> <p>Planning agent addressed the council regarding reserved matters on outline planning PA18/10670 previously approved.</p> <p>The ground level of the house to the north will be dug underground, therefore the dwelling will give the appearance of 2 storey. The car parking wall will be of stone material where indicated on the application.</p>	
303/19	<p>Cornwall Councillor's report</p> <p>None received.</p>	
304/19	<p>Highways and Footpaths</p> <p>RESOLVED That Blisland Parish Council work in partnership with Cornwall Council in fitting signs and way markers. Delegated authority to Cllr Green and the clerk who will confirm number of footpath signs, posts and locations enabling the clerk to obtain labour costs for installation. Possible Community Chest funding available.</p> <p>Proposed Cllr Dickin, seconded Cllr Montague. Carried.</p> <p>Works have been carried out on Lavethan footpath. Council to monitor.</p> <p>Cassacawn Rd – Highways are investigating ways to deal with the flooding experienced and will try and clear any immediate hazardous flooding, however, the final solution won't be known until the investigatory work is completed.</p> <p>Cornwall Cllr Batters has reported to Highways that several drains are being blocked on the Keybridge to Tresarrett Rd with hedges and the overhanging trees being trimmed which has resulted in the branches being swept along and entering</p>	Cllr Green and Clerk

<p>307/19</p>	<p>Publicity and communication will be vital to making this service work. There needs to be sufficient regular uptake to sustain it. We will also need a member of the parish council to act as point of contact and include the community bus service liaison in their portfolio. As well as being a much needed means of transport, it would also provide a welcome social resource for villagers who live alone. John Stansfield can email 208 households and would like urgent approval of what he intends to send out and support via the PC website and the parish council. The PC also has the possibility of hiring the bus with a driver. The Chairman addressed members wishing to include the agenda item of Blisland website to discuss further this item.</p> <p>Blisland Website The new legislation covering Parish Council's websites is 'Public Sector Bodies(website & mobile applications) Accessibility Regulations 2018. The website has to be clear and concise, not filled with non-Parish Council bits, and work on every browser. Need to be mindful of colour blindness, operable without a mouse, easy to understand plain English text. Once the website is up to standard an accessibility statement needs to be published in html on a separate page with a clear link. There is no funding available. Hopefully the Parish Council website provider will be aware of the new legislation covering our sector and will make the changes needed, and produce a statement, there will obviously be a cost involved. In view of the information it was AGREED there would be no resolution minute no: 306/19 to move forward with the St Breward Community Bus services which can include Blisland involvement, until the clerk checks the legalities.</p>	<p>No action</p> <p>Clerk</p>
<p>308/19</p>	<p>Institute Management Carols round the tree is Friday 13th, last year pasties were £137.50 and refreshments £69.50. Arranged for 6pm onwards on Friday 13th December to coincide with school play in the church. Numbers attending last year approximately 100. Pat Almond and Cllr Crozier are sorting out the mulled wine, buying all ingredients from the shop; Charles Whitehead is providing plastic cups; Mary Pope is loaning her electric hotplate and Mary Riddiford her slow cooker to keep the mulled wine hot. It would be nice if as many councillors as possible can make it.</p> <p>Email Cllr Runnalls to order the pasties from Barnecutts and copy in Cllr Crozier.</p> <p>The Institute committee has opted for the Hampshire Flag Company heavy duty PVC outdoor bunting @ £11.99 per 10 metre length. Link supplied. RESOLVED to purchase bunting. Proposed Cllr Lowden, seconded Cllr Montague. The clerk requests the length required before ordering.</p> <p>RESOLVED to APPROVE retrospective purchase of Christmas baubles. Proposed Cllr Stirling, seconded Cllr Lowden. Carried. Awaiting receipt.</p> <p>Cllr Crozier reported she had identified 2 other companies to look at the Institute floor in January.</p> <p>Filing cabinets to move – Cllr Runnalls in conjunction with Cllrs Lowden and Spencer. Cllr Runnalls to move the locked filing cabinet to his works office, which is safe storage, until a convenient time is organised with Cllrs to clear.</p> <p>St Prats Fayre – Cllr Lowden has circulated future plans to outside bodies. The aim is to form a committee enabling delegation of work. Cllr Lowden to report at the January meeting.</p>	<p>Clerk</p> <p>Clerk and Institute</p> <p>Cllr Crozier</p> <p>Cllr Crozier</p> <p>Cllr Runnalls, Lowden, Spencer</p> <p>Cllr Lowden</p>
<p>309/19</p>	<p>Parish Council Bunting. AGREED to move this item under Institute Management</p>	
<p>310/19</p>	<p>Planning, Appeals and Enforcement Decisions. Cllr Meads addressed members on the present position regarding planning conditions on Whitley Barn and a wide range of discussion took place. Salient points raised:-</p> <ul style="list-style-type: none"> The developer has created 'planning harm' by not complying with the approved planning conditions and is irrelevant that enforcement cannot take place until occupation. 	

<p>311/19</p>	<ul style="list-style-type: none"> • The Parish Council to consider and decide the extent of 'planning harm' and as representatives of the community we are acting for the public good. • Potential effects on the Area of Outstanding Natural Beauty • Cornwall Council's Enforcement Director has a statutory duty to define the extent of 'planning harm' and delegates to the Enforcement Officer who determines whether a breach has occurred. <p>Members strongly agree that 'planning harm' is significant and the matter should be raised directly and formally with the relevant Enforcement Officer with a clear request this application needs enforcing in order for the applicants to comply with the original conditions. As Cornwall Cllr Batters has the electoral mandate to represent the community views it is appropriate a site visit is requested with Enforcement, Cornwall Cllr Batters, Mr Love the Cornwall AONB Planning Officer and members from the Parish Council.</p> <p>RESOLVED the clerk writes to CC and Cornwall Cllr Batters requesting a site visit. Prop Cllr Lowden, seconded Cllr Green. Carried.</p> <p>Noted: It is disappointing Cornwall Cllr Batters is not regularly attending parish council meetings which gives an opportunity for members to discuss their concerns.</p> <p>The Old Chapel, Carwen, Blisland – RESOLVED the clerk also includes a request for a site visit on non-compliance with planning conditions. Proposed Cllr Green, sec Cllr Meads. Carried.</p> <p>Clerk's report The clerk has carried out Mr Almond's annual appraisal and will report under confidential.</p> <p>Advised members to be mindful when meeting with contractors obtaining quotations for projects/works etc and that they instruct the contractor to submit costings to the clerk. This complies with the council's financial regulations and ensures the process is open and transparent when tendering which will limit risk of any challenges made. Advised to limit email conversations/correspondence between members on items before meetings. Potential FOI requests.</p> <p>Cllr Crozier has kindly donated a 1000 Christmas tree lights. Clerk to check whether they are a new purchase. To check where the 600 parish council lights are stored. If they are to be used in the future, they could need PAT testing before use at public event.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>		
<p>312/19</p>	<p>Planning Applications for Consultation To RECEIVE the following Planning Applications and RESPOND to the Local Planning Authority accordingly Application PA19/09797 Proposal Reserved Matters following Outline permission PA18/10670 dated 2nd January 2019 (access, appearance, landscaping, layout and scale). Location Land At Foxglove Cottage Pendrift Blisland Bodmin. Concerns were raised with the aesthetics of the rendering proposed. RESOLVED to respond to Support. Prop Cllr Lowden, sec Cllr Stirling. Cllr Green abstained. Carried.</p>	<p>Clerk</p>		
<p>313/19</p>	<p>4 members of the public exited.</p> <p>Finance Report a) To RECEIVE the 5th December 19 pay schedule and APPROVE BACS authorisation for clerk to pay. RESOLVED to approve. Proposed Cllr Lowden, seconded Cllr Spencer.</p> <table border="1" data-bbox="304 1760 1313 1794"> <tr> <td>Payments £1383.66</td> <td>£41447.62</td> </tr> </table>	Payments £1383.66	£41447.62	<p>Clerk</p>
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<p>314/19</p>	<p>b) To RECEIVE and APPROVE the bank reconciliation as at the 30th November 2019 RESOLVED to approve balances of £41,447.62 Proposed Cllr Lowden, seconded Cllr Spence, unanimous.</p> <p>Budget & Precept 2020/2021 Draft budget circulated with meeting papers. The clerk worked through the draft budget and precept with members. As a provision has been made for a new laptop it was suggested by Cllr Spencer that Office 365, ESET security needs to be included. An additional figure of £185.00 has been added. A budget of £100.00 for</p>			

	<p>Wi-Fi in the institute and £40.00 for the annual subscription of the Open Space Society. It was AGREED that the current budget expenditure of £1000.00 for Temple Telephone Box be transferred to Ear Marked Reserves in the new financial year as this money is unlikely to be spent in the current year.</p> <p>There is a provision for an additional 2 hours per week bringing it to 10 hours for the clerk if required. This is a conversation required between the council and Mrs White on her return to work appraisal.</p> <p>It was AGREED the additional employee's conditions would be reviewed in 6 months. Any additional time he works must be recorded. The Chairman fully appreciates that in the summer months he can be busier than in the winter and by recording the additional hours this can reviewed looking at annualised hours and requests the clerk formulates a new time sheet. Members agreed he is conscientious when carrying out his tasks.</p> <p>RESOLVED to approve a precept of £28368.00 for submission to Cornwall Council. Proposed by Cllr Montague, seconded Cllr Lowden. Carried.</p>	Clerk
315/19	<p>Cordless Leaves Collector/Blower</p> <p>RESOLVED to purchase a suitable cordless leaf collector/blower for employee Mr Almond for approx. £100.00 plus/minus 10%. Cllr Meads proposed Cllr Runnalls investigates 3 different models. Mr Almond to be involved in the process as he will be the operator. The clerk confirmed he can store the item. Seconded Cllr Lowden. Carried</p>	Cllr Runnalls and Clerk
316/19	<p>Emergency Disaster Plan</p> <p>Template circulated to the Chairman prior to the meeting. Cllr Meads to look at the plan and report back to council at some point in the new year.</p>	Cllr Meads
317/19	<p>Tourism Development Project Grant- Village</p> <p>Wide range of discussion took place on the work to date with the information board of circular walks with the intention of retaining visitors to Blisland thus supporting local businesses. Some members liked the thought of producing a leaflet or a booklet to sell. The clerk advised members this would be classed as a business activity and therefore the council would need to register for VAT. The grant available is for £500 with the balance payable in the budget.</p> <p>RESOLVED to continue with the project in the form of an information board. To identify a suitable location at the January meeting for installation. Prop Cllr Montague, seconded Cllr Green. Carried</p>	Cllr Meads
318/19	<p>UPDATE: Blisland Green and Surroundings</p> <p>Cllr Stirling, Cllr Crozier, Cllr Meads, Cllr Runnalls and Cllr Lowden has been busy tidying up the green picking up sticks and branches.</p>	
319/19	<p>Temple Telephone Box</p> <p>RESOLVED this item to come off as a standing agenda item. It was AGREED Cllr Montague will inform the clerk when to agenda once labour force and costings are available.</p>	Cllr Montague and Clerk
320/19	<p>Flat Leaf Lime Tree</p> <p>Cllr Stirling proposed Cllr Crozier is delegated to report back at the January meeting with options for locations to plant in order for council to RESOLVE. Seconded Cllr Montague. Carried</p>	Cllr Crozier
321/19	<p>Forthcoming training/events</p> <p>RECEIVE information, DISCUSS attendance and APPROVE any associated expenditure if required.</p> <p>a) Defibrillator/First Aid training – It was AGREED the clerk to check on the cost of this training. To send out an email to all Cllrs asking to confirm when they are available towards the end of January 2020.</p>	Clerk
322/19	<p>Reports/Feedback from Councillors from training/meetings/external bodies</p> <p>Nothing to report.</p>	
323/19	<p>Notification of meeting/items for agenda: 9th January 2020.</p> <p>a) Highways EOI</p>	
	Meeting closed at 21.40 pm. Cllr Meads wished all a Merry Christmas	

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