



# BLISLAND PARISH COUNCIL

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## Council Meeting – 16<sup>th</sup> January 2020

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

Ref		Action
324/19	<p><b>Persons Present/Apologies</b></p> <p>Persons present: Cllrs Meads (Chairman), Stirling, Green, Dickin, Montague and Runnalls</p> <p>W Yelland– Locum Clerk</p> <p>1 member of the public</p> <p>Apologies received from Cllr Crozier, Spencer, Lowden and Cornwall Cllr Batters</p>	
325/19	<p><b>Declarations of Interest from Members / Dispensations</b></p> <p>None</p>	
326/19	<p><b>Council Meeting: Minutes 5<sup>th</sup> December 2019</b></p> <p><b>RESOLVED</b> that the above Minutes of the Meeting of Blisland Parish Council having been previously circulated, be taken as read, approved and signed.</p> <p>Proposed Cllr Montague, sec Cllr Dickin. Carried.</p>	
327/19	<p><b>Public Participation</b></p> <p>No public participation</p>	
328/19	<p><b>Cornwall Councillor’s report</b></p> <p>Apologies, but explained to Stephanie (Cllr Meads) I am required at Lanivet Parish Council meeting tomorrow evening on both major planning development matters and highway issues within their parish that I will be asked to comment and assist on. Over the Xmas/New Year period there have not been a lot of general parish matters that I have been called on to deal with, but there have been quite a few individual issues that have come direct to me. Drainage at Key Bridge/ Tresarrett I reported and hopefully has been attended to, and a few other drainage matters dealt with in the parish as they came in.</p> <p>Planning;</p> <p>As discussed with Stephanie, I did follow up on her email and photographs and spoke directly with one of the senior Enforcement Officers. He came back to me on the phone and told me that he had read through the application himself, passed in 2015, in checking on the matters raised by Stephanie in relation to the lay-by and the fencing.</p> <p><i>Yes, it appears that there had been some conditions on the original application not carried out so would be considered a contravention, but his</i></p>	

<p>329/19</p>	<p><i>opinion is that such contraventions would not be considered serious enough to warrant an enforcement order being issued.</i></p> <p>Stephanie and I had a long phone discussion on such planning contraventions in detail generally, and I outlined certain example cases I had been connected to as Chair of Planning.</p> <p>It remains for the Parish Council to make a decision as to whether they accept this answer or if they still wish to make a formal application for consideration for enforcement. Any formal notice will be dealt with by the Senior Officer I spoke with.</p> <p><b>UPDATE: Blisland Neighbourhood Development Plan</b> Neighbourhood Development Plan – Progress report to Parish Council January 2020 previously circulated to members</p> <p><b>Project Plan for 2020</b> The aim is complete the plan this calendar year, subject to the requirements for the formal consultation and adoption procedure. The Steering Group is continuing to work on drafting the various sections of the plan. The timetable to present draft content and policy proposals to the parish council is as follows: February – Heritage (John Stansfield) March - Housing (Stephanie Mead) April - Local economy (Anne Green) May - Landscape and Environment (Karen Dickin)</p> <p><b>Consulting stakeholder groups</b> Consultation meeting/communications have been held with the Shop Trustees, Natural England and the Parochial Church Council to get views on issues and opportunities that the plan may need to address. Other stakeholder groups identified include the Commoners Association (meeting arranged for 21 January) and the School (tba).</p> <p><b>Landscape Character Assessment</b> Volunteer groups have now completed the fieldwork and a meeting of the group arranged for Tuesday 11 February to discuss first draft. The final LCA will be a stand-alone document to provide underpinning evidence to back up our eventual NDP policies by identifying important aspects of the landscape which are important to preserve.</p> <p><b>Public consultation meeting</b> The Steering Group are proposing Saturday 4 July to hold public consultation event on the draft plan. The outline idea is to invite parishioners for tea and cakes in the Village Hall with displays on the key plan proposals for each of the objective areas eg housing, infrastructure etc. There will also be a display on the draft Landscape Character Assessment.</p> <p>Members of the Steering Group and PC will need to man the displays and engage in conversation with people to capture views and suggestions. This will need focussed planning by the SG and wider PC.</p> <p>It was proposed by Cllr Dickin, sec Cllr Green that the village hall is booked by the clerk for the 4<sup>th</sup> July 2020 to hold the Neighbourhood Development Plan public consultation. Clerk to confirm costs.</p> <p>Wide range of discussion took place on the briefing report previously circulated by the clerk and further written advice from CALC regarding GDPR and the use of individual email addresses other than for the purpose they are intended for. Blisland Parish Council are responsible as the Data Controller. The email addresses held cannot be used for</p>	<p>Clerk</p>
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	<p>community mailing other than sending out information for the emerging Neighbourhood Development Plan purposes.  Cllrs need to be able to circulate community information and this is the only way at the moment to achieve this.  Cllr Runnalls asked if it would be appropriate to use the 4th July Neighbourhood Development Plan event to obtain email addresses for community information. The clerk will check how this can be instrumented and report back to Full Council.</p> <p><b>Community Bus Scheme</b>  Members must be careful that in the enthusiasm for the project the correct procedures are followed so that there is a clear audit trail of decisions taken.  The Council may run a community bus or contribute towards the costs of it, and it is appropriate for it to explore how to join up with St Breward. The clerk advised council the mechanics of linking up with St Breward are available, albeit in its infancy(as per email from Phil Nance) so pickups from Blisland can be achieved, however it is likely that several discussions are required between interested parties for a successful outcome. It is recommended two Cllrs attend a meeting with St Breward Bus Association – Phil Nance the co-ordinator and Ted Raynham to discuss how best to proceed and establish pick up days and times in Blisland. Delegated Cllrs to report back to Full Council. St Breward Bus Association has expressed it may need a few meetings to establish the expectations of Blisland Parish Council.</p> <p><b>Resolved</b> Cllr Crozier and Cllr Green has delegated authority to arrange a meeting with Phil Nance and Ted Raynham reporting back to Full Council.</p> <p>Mr Stansfield re-enforced he has a contract between him and Blisland Parish Council to circulate community emails and intends to hand over the software programme for someone else to takeover. Mr Stansfield left the meeting.</p>	<p>Clerk</p> <p>Cllr Crozier Cllr Green</p>
330/19	<p><b>Highways and Footpaths</b>  <b>Resolved</b> Cllr Green and Cllr Dickin has delegated authority to meet with the Countryside Officers as per email received form CAT on the 13<sup>th</sup> December 19 to discuss the project of renewing public footpath signs and poles and way markers. Cllrs to report back to Full Council. The clerk to forward the email to Cllr Green and Dickin to arrange a date copying the clerk in.  Prop Cllr Runnalls, sec Cllr Stirling.</p> <p>Correspondence from Rachel Tatlow at Highways was read out by the Chairman regarding the Expression of Interest Forms submitted. No further to be taken. Prop Cllr Montague, sec Cllr Runnalls.</p>	<p>Clerk Cllr Green Cllr Dickin</p> <p>No action</p>
331/19	<p>Cllr Runnalls would like the potholes reported from South Penquite to Delphy (Delford) Bridge subsequently causing hazardous driving conditions.</p> <p><b>Institute Management</b>  The Chairman read a request from Cllr Crozier  Purchase of an indoor broom plus dustpan &amp; brush.  The dehumidifier is malfunctioning and no longer drains automatically into the sink. It now needs emptying every day. Over the weekend the institute becomes both damp and cold, with condensation running down the paintwork again. Is the dehumidifier still under warranty and, if not, what action can be agreed to manage this?  The institute management to please make it clear to any users of the facility that they are responsible for putting away chairs and tables they have used, and for cleaning worktops if teas and coffees have been made. It shouldn't fall to the next user to have to clear up after them.</p>	<p>Clerk</p>

	<p>As the clerks have no debit card it was <b>Resolved</b> Mary Riddiford purchases the bunting she requires and claims back with a receipt of purchase. Prop Cllr Stirling, sec Cllr Runnalls.</p> <p>Cllr Runnalls to remove the filing cabinet and liaise with Colin Almond with the intention to purchase the proposed steel leaf/blower collector approx. £100.00. Cllr Meads expressed that it's important that Colin views it before purchase as he will be the main user.</p> <p><b>332/19 Planning, Appeals and Enforcement Decisions</b> The clerk has emailed a request with photos of the planning breach occurred to Cornwall Cllr Batters asking him to take the matter up with the Enforcement Officer and the AONB Officer. It was <b>Agreed</b> the clerk wait 10 days for a formal written response from Cornwall Cllr Batters on the outcome of discussions with the Enforcement officer and the AONB officer. Cllr Runnalls knows the applicant and suggests to council he visits him to ascertain why the applicant has flouted the planning conditions imposed. The clerk recommends a visit takes place with two Cllrs or Cllr Runnalls and a clerk. The clerk advised it would depend on their diary of work. It was proposed by Cllr Runnalls, sec by Cllr Meads that delegated authority is given to Cllr Runnalls to visit the applicant with a clerk and report back to Full Council. Note: Dependant on time schedules with clerks.</p> <p><b>333/19 Clerk's report</b> No report</p> <p><b>334/19 Planning Applications for Consultation</b> No planning applications</p> <p><b>335/19 Finance Report</b> Members received the 16<sup>th</sup> January 2020, pay schedule for approval of clerks to pay by BACS with the addition of the Scribe Accounting Package as approved in the budget for 2020/2021. The clerks intend setting up in preparation for the new financial year. <b>Resolved</b> to approve and further <b>Resolved</b> to approve the bank reconciliation and balances of £40291.30 as at the 31<sup>st</sup> December 2019. Proposed Cllr Dickin, seconded Cllr Montague.  January Payments Schedule: £1495.01</p> <p><b>336/19 Tourism Development Project Grant- Village</b> <b>Resolved</b> to erect the board on the wall by the shop. Required permissions have been granted to Cllr Meads. Prop Cllr Montague, sec Cllr Green.</p> <p><b>337/19 Blisland Green and Surroundings</b> <b>Resolved</b> to plant the small leafed lime to the area right of the bus shelter (when facing it) as per Cllr Crozier's recommendation. Prop Cllr Green, sec Cllr Runnalls. Cllr Meads reported that Christmas was very busy around The Green and is disappointed to see the heavy stones now embedded around the edge caused by vehicles parking inconsiderately and looks unsightly. Cllr Runnalls will investigate in the Spring with the view to lifting the stone up and reinstate a border.  Cllr Lowden has requested resident are made aware of St Prats Fayre being held on the August bank holiday weekend.</p>	<p>Mary Riddiford</p> <p>Cllr Runnalls</p> <p>Clerk/Cllr Runnalls</p> <p>Clerk</p> <p>Clerk</p> <p>Cllr Runnalls</p> <p>Noted</p>
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338/19	<p><b>Blisland Website</b>  The clerk emailed the website provider on the 7<sup>th</sup> December 19 regarding website compliancy and has not received a reply to date.  Wide range of discussion took place and it was agreed to agenda this item for the February meeting to consider a new website.</p>	February Agenda Item
339/19	<p><b>Forthcoming training/events</b>  RECEIVE information, DISCUSS attendance and APPROVE any associated expenditure if required.  Defibrillator/First Aid training – The clerk is waiting for confirmation from Cllr Crozier confirming there is no charge as stated and the person is qualified to carry out the training. The clerk has requested a copy of certification as trainers need to renew their qualification every 3 years.</p>	Cllr Crozier
340/19	<p><b>Reports/Feedback from Councillors from training/meetings/external bodies</b>  Nothing to report.</p> <p>Notification of meeting/items for agenda: 13<sup>th</sup> February 2020  No items notified</p> <p>Meeting closed at 20.55 pm.</p>	