

BLISLAND PARISH COUNCIL

Parish Clerk: Tammy White CILCA, MRTPI, IHBC
Treglens
Limehead
St. Breward
Cornwall
PL30 4LU



Tel: 07540 380531

clerk@blislandparishcouncil.co.uk
www.blislandparishcouncil.co.uk

2nd October 2020

TO MEMBERS OF THE COUNCIL:

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

Dear Members,

I hereby give you notice that the Meeting of Blisland Parish Council will be held **REMOTELY via ZOOM on THURSDAY 8th October 2020 at 7pm.**

Members of the public welcome.

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

Meeting details:

Join Zoom Meeting

<https://zoom.us/j/93644929952?pwd=YlRveEhqYUx4eXJUS0ZmZk9EYm42Zz09>

Meeting ID: 936 4492 9952

Passcode: 372688

One tap mobile

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+442034815237,,93644929952#,,,,,0#,,372688# United Kingdom

Dial by your location

+44 131 460 1196 United Kingdom

+44 203 481 5237 United Kingdom

+44 203 481 5240 United Kingdom

+44 203 901 7895 United Kingdom

+44 208 080 6591 United Kingdom

+44 208 080 6592 United Kingdom

+44 330 088 5830 United Kingdom

Meeting ID: 936 4492 9952

Passcode: 372688

Yours sincerely

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. Meetings of the Parish Council are not public meetings, but members of the public have a statutory right to attend meetings of the council as observers. They have no legal right to speak unless the Parish Council Chairman authorises them to do so.

AGENDA

1. Persons Present/Apologies

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

2. 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.

3. Council Meeting: Minutes: 10th September 2020

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.

4. 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.

5. Cornwall Councillor Report

To **RECEIVE** report from Cornwall Councillor Chris Batters.

6. Planning and Pre-Applications for Consultation

To **RECEIVE** the following applications and **RESPOND** to the Local Planning Authority accordingly:
None

7. Councillor Vacancies

To **RECEIVE** information from eligible candidate(s) who are to be considered for co-option to the parish council.

8. Finance

- a) To **RECEIVE** and **APPROVE** the bank reconciliation as at the 30th September 2020.
- b) To **RECEIVE** and **APPROVE** the October 2020 pay schedule.

9. Scheme of Delegation

To **NOTE** the following decisions taken under the approved scheme of delegation (previously circulated).

10. Council policies, procedures and documents

To **RECEIVE, APPROVE** and **ADOPT** the following updated policies, procedures and documents:

- a) Communications Protocol
- b) Complaints Procedure
- c) Equal Opportunities Policy
- d) Grant Awarding Policy
- e) Health and Safety Policy
- f) Information and Data Protection Policy
- g) Internal Audit and Control Policy
- h) Broadcast and Social Media at Meetings Policy
- i) Debit Card Use Policy
- j) Disciplinary Policy
- k) Information Security Policy
- l) Document Retention and Disposal Policy
- m) Statement of Internal Control
- n) Risk Assessment 2020-2021
- o) COVID-19 Risk Assessment
- p) Swings Risk Assessment
- q) Fixed Asset Register

11. Clerks Report

To **NOTE** the Clerk's report (previously circulated).

12. Council Mobile Phone

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

13. Trees on the Village Green

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

14. Q2 Budget Report

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

15. Draft Budget 2021-2022

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

16. Highways Signage

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

17. Update: Neighbourhood Development Plan

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

18. Update: Website – Accessibility and Compliance

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

19. Update: Institute

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

20. Upcoming events/training

To **RECEIVE** an update on the above including:

21. Notification of meeting/items for agenda: November 2020 (ZOOM meeting)

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

22. 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: