



# BLISLAND PARISH COUNCIL

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## MEETING MINUTES 11<sup>th</sup> November 2021

**245/21**

### Persons Present/Apologies

**NOTED** persons present:

Cllrs. S. Meads (Chair), K. Dickin, A Green, G. Montague, K Lowden, L. Spencer, P. Shephard.

Apologies : Cllr. M. Stirling, Cllr. Jenny Cruse (Cornwall Council)

### Also Present:

Carolyn Y. May – Locum Clerk

**246/21**

**To Receive any Declarations of Interest from Members / Dispensations** – No declarations were made.

**247/21**

**Council Meeting Minutes:** 14<sup>th</sup> October 2021

RESOLVED that the above Minutes of the Meeting of Blisland Parish Council, having been previously circulated be taken as read, approved, and signed.

**Proposed** Cllr. Dickin, **seconded** Cllr. Spencer. Unanimous - Carried.

**248/21**

**Cornwall Councillors Report** – Cllr. Cruse was unable to attend the meeting.

**249/21**

**Public Participation** – No Members of the public were in attendance.

**250/21**

**Highways and Footpaths** – Cllr. Green advised the meeting that there was nothing to report under this heading.

**251/21**

### Planning and Pre-Applications

#### Planning Application PA21/07137

Location: Tremasden, St Breward, Bodmin PL30 4QL

Proposal: Double storey side extensions with rear infill.

Cllr Meads alluded to the site visit undertaken, and the discussions which had been engaged in with the architect, in relation to landscaping (mitigation of large areas of glass on the sun terrace). The architects had taken the views of the Members on board including those relating to the granite facing of the crescent sunroom. This latest application refers to those matters.

	<p>Within the extant application there are two pencil drawings provided, which gave some idea of what was going to be done with regard to the sunroom, but nothing concrete has been provided in accordance with the statements made about the architect being in the process of producing detailed drawings.</p> <p>Whilst subtle changes have been made to the plans, these are not accompanied by the detailed drawings which were expected.</p> <p>The Members felt that the only matter that had been substantially addressed was the footpath, altering the same to ensure that it did not terminate at the road. The remainder of the plans had remained substantially unchanged. There is also a lack of information relating to lighting, particularly on the terrace.</p> <p>Cllr Meads was of the view that the Parish Council should comment on the matter, as it was likely that the Case Officer would determine the application.</p> <p>It was <b>proposed</b> by Cllr Spencer, <b>seconded</b> by Cllr Lowden, and RESOLVED that the following comment would be forwarded to Cornwall Council Planning Department. Unanimous. <b>Carried</b>.</p> <p>`Should the Case Officer be minded to recommend the application for approval, in addition to the five-day protocol, the Parish Council would wish an input on the planning conditions for the site`.</p>	
252/21	<p><b>Planning Decisions</b> were `noted`.</p>	
253/21	<p><b>NDP Update</b></p> <p>Cllr. Dickin reported that there is a requirement for a Strategic Environmental Assessment to be undertaken, prior to the plan being considered by Cornwall Council. Consequently, there is a requirement for various national bodies (Environment Agency, Natural England, ANOB) which have to comment on the potential impact of the NDP on environmental factors. This report is initiated by Cornwall Council Planning Policy Team. It is expected that compliance with the requirement will cause a delay to the whole NDP process.</p>	
254/21	<p><b>Finance</b></p> <p>The Parish Council RESOLVED to accept the bank reconciliation. All documents were inspected and approved, in accordance with Financial Orders.</p> <p><b>Proposed</b> Cllr Shepherd, <b>seconded</b> Cllr. Lowden. UNANIMOUS. Carried.</p>	
255/21	<p>The monthly payment schedule was considered by Members. Cllr Spencer raised the issue of the invoice from Kompan Ltd, which had not been included by the Clerk in the main body of the schedule. The Clerk explained that the payment had been listed separately because the whole matter of the invoice had to be discussed by Members, prior to payment of the same being agreed. It was <b>agreed</b> that this matter would be addressed later in the meeting. Therefore, the payment schedule would not be approved at that juncture.</p>	
256/21	<p><b>Budget Setting for 2022/23</b></p> <p>The Chair alluded to the documentation forwarded to Members by the Clerk. This included the agreed budget for each cost centre for the past two years, the amount spent under each cost centre to date (for 2021/22) and a projected spend until the end of the current financial year.</p> <p>Cllr Spencer felt that the document was too vague and required more detail, although the document had followed the format submitted to Members previously. Cllr Spencer felt that the financial information provided by the Scribe System was not sufficiently detailed and that it would be advantageous for members to consider each of the budget heads independently as there seemed to be some minor discrepancies. He added that</p>	

	<p>he felt there was a need to consider the projected expenditure, compared to precept income.</p> <p>It was noted that there were several cost centres that had no budget ascribed to them. Cllr Meads pointed out that there were some expenses that were not incurred on an annual basis and, therefore, no budget would be provided, however, the heading would have to be retained as a matter of course.</p> <p>Members felt that it would be advantageous for a separate budget meeting to be held.</p> <p>The Parish Council RESOLVED to hold a separate meeting, in order to discuss and agree the 2022/23 Blisland Parish Council budget and precept.</p> <p><b>Proposed</b> Cllr Spencer, <b>seconded</b> Cllr. Green. UNANIMOUS. Carried.</p>	
<p><b>257/21</b></p>	<p><b>Horseshoe Bench</b></p> <p>There was nothing to report.</p> <p>It was <b>agreed</b> that Cllr. Spencer would pursue the matter.</p>	
<p><b>258/21</b></p>	<p><b>Village Green</b></p> <p><b>Ash Dieback</b> - The Locum Clerk contacted the Cormac Arborist, in order to request that a Risk Assessment of the trees is carried out and advice in relation to how the Parish Council should proceed with the problem is sought. It will then be necessary to discuss the advice with the Conservation Officer.</p> <p>A response from the Forestry Officer has been received. Unfortunately, due to high demand for the service, it was not possible to provide a date for attendance at present. The Locum Clerk will be contacted when a suitable opportunity arises.</p> <p><b>Stones around the Village Green</b> - Cllr Spencer asked if the Parish Council intended to carry out any work, in respect of the stones situated around the Village Green. It would seem that many of the stones have sunk over time and vehicles are able to access the Green. It was suggested that the existing stones should be re-seated and additional boulders sought to 'infill' the spaces between the original stones.</p> <p>It was agreed that Cllr. Stirling (portfolio holder for the Village Green) should be included in discussions. It was felt that Mr J. Hill would be the most appropriate person to carry out any required works, and Councillor Lowden agreed to obtain a quotation from Mr Hill, for the work.</p>	
<p><b>259/21</b></p>	<p><b>Update: Institute</b></p> <p>One Friday 'Coffee Morning' has been held and was well attended, the second such meeting was held today (14<sup>th</sup> November). There are two craft shows scheduled to be held within the next two weeks and there has been a charity event for the Church. The Institute is now beginning to be utilised quite a lot.</p> <p>Cllr Spencer reported that the pressure valve in the loft tank is leaking, approximately 300-400 ml per day. A local plumber has estimated that parts to replace the valve will cost £80.00. The estimated cost of replacing the valve and fitting an overflow outlet is £100.00. Cllr Spencer requested the sum of £150.00 to undertake this work.</p> <p>The only outstanding matter, at present, is the inspection of fire extinguishers.</p> <p>Cllr Spencer alluded to the electricity charges. He stated that the Institute uses approximately 10 units per day at 20 pence per unit, and the standing charge is £1.00 per day – which he felt was rather high. Cllr Spencer suggested that the Locum Clerk should investigate other options (for example: paying a higher unit charge with a much lower standing charge).</p> <p>It was <b>agreed</b> that the Locum Clerk would contact EDF and enquire about a more appropriate policy for the Institute.</p>	

<p><b>260/21</b></p>	<p>The Parish Council RESOLVED that the sum of £150.00 would be made available to replace the valve serving the hot water tank at the Blisland Institute  <b>Proposed</b> Cllr Lowden, <b>seconded</b> Cllr. Dickin. UNANIMOUS. Carried.</p> <p><b>Clerks Report</b></p> <p>The Clerk gave a brief report in respect of matters that had arisen since the last meeting.</p> <p>Kompan Ltd have been persistent, in relation to the invoice submitted. The Clerk has advised the Kompan Representative that the matter will be discussed at tonight's meeting.</p>	
<p><b>261/21</b></p>	<p><b>Kompan Ltd</b></p> <p>Members had been furnished with the correspondence between the Clerk and Kompan Ltd, which related to invoiced items not provided.</p> <p>In particular, the PC was quoted for the use of a telehandler vehicle for a period of four days. That item did not appear on the village green at any point. In any event, the installation only took one day. The explanation provided by Kompan Ltd stated that the machine had been used at the storage depot. The Locum Clerk disputed the right of Kompan Ltd to charge the Parish Council for this. Cllr Spencer highlighted the lack of a 'method statement' which would have clearly highlighted where the telehandler was to be used. Had such a statement been issued, then an objection to the inclusion of the same would have been raised.</p> <p>A charge was also made for matting not used.</p> <p>Whilst there was an option to merely pay the outstanding invoice without further question, the fact that the Parish Council is responsible for public funds does not sit well with that option.</p> <p>The Locum Clerk suggested that Members could choose to make a payment of an agreed sum, on the basis of 'full and final settlement'. If this was not acceptable to the supplier, then it was their decision to address the matter further.</p> <p>Cllr Spencer stated that it would be preferable to make payment of a sum that represented the midway point between the invoiced sum (£5,231.43) and the disputed sum (£1,542.58). Therefore, a sum of £4,460.14 should be paid in satisfaction of the debt.</p> <p>It was agreed that the Locum Clerk would correspond with Kompan Ltd, setting out our position and advising them of the payment made into the account. It is to be stressed that the sum has been paid in full and final settlement of the invoice.</p> <p>The Parish Council RESOLVED that the sum of £4,460.14 (including VAT) would be paid to Kompan Ltd, in 'full and final settlement' of Invoice 236827.</p> <p><b>Proposed</b> Cllr Spencer, <b>seconded</b> Cllr. Lowden. UNANIMOUS. Carried.</p>	
<p><b>262/21</b></p>	<p><b>Upcoming Events/ Training</b></p> <p>The Locum Clerk advised two Members had been booked onto a 'Code of Conduct Training Course'.</p> <p>Cllr Dickin advised that there was to be an online training course, which includes reference to the new 'Cornwall Design Guide' This will take place on the 30<sup>th</sup> of November.</p>	

<b>263/21</b>	<b>Correspondence</b> Kompan Ltd Co-option Enquiry Cornwall Council – new Precept submission method Platinum Jubilee – deferred to next agenda Pat Almond re: Coffee Morning, thanks for support Playground Inspection – RoSpa Complaint from Resident re: PA18/10670 Desk top valuation request - Institute	
<b>264/21</b>	The meeting closed at 8.25 pm.  Next Meeting: 9 <sup>th</sup> December 2021	