

**BLISLAND PARISH COUNCIL
MINUTES FULL PARISH COUNCIL MEETING
AT BLISLAND VILLAGE HALL MANOR SUITE
ON THURSDAY 16th MARCH 2023 AT 7.00 PM**

PARISH OF BLISLAND

Press & Public are invited to attend the above meeting.

CHAIRMAN'S WELCOME: The Meeting commenced @19:00. Cllr Stephanie Meads welcomed Councillors and public attendees.

AGENDA REFERENCE	DESCRIPTION	ACTION
23-03/1	PERSONS PRESENT/APOLOGIES PRESENT: Chair Cllr Meads, Vice-Chair Cllr Dickin, Cllrs Green, Lowden, Montague, Shephard, Spencer, Stansfield, Teasdale and Trevarthen ALSO PRESENT: Clerk Victoria Burton-Davey and Cornwall Cllr Jenny Cruse APOLOGIES: none PUBLIC ATTENDEES: Adrian Mansfield, Simon Long; Thomas Thrussell, David Attwell, Sally Attwell, Jerry Bojs, Dorothy Selleck and Laurance Harvey.	
23-03/2	MEMBERS DECLARATIONS No declarations of interest or gifts were made.	
23-03/3	PUBLIC FORUM Several members of the public had attended to voice concerns over plans to hold a music festival on local common land bordering the Parish. David Attwell outlined concerns and objections on their behalf, to a proposal for a large music festival attended by between 2500 – 5000 people to be held at Black Tor Downs. St Neots Councillor Thomas Thrussell added further details to the objections and concerns already voiced including the lack of containment for such an event on registered Common Land. Simon Long detailed the process which would be required to hold a large music festival in the area and issues with the process so far, and asked Blisland Parish Council (BPC) to consider opposing the event if they had the opportunity to do so. The Clerk asked for a show of hands to record the number of attendees who had come to the meeting to object on this proposal: seven public attendees raised their hands. Cllr Cruse let attendees know that she was aware of the application having been received at Cornwall Council (CC). Adrian Mansfield spoke in support of planning applications at Agenda items 23-03/7 a) and c).	
23-03/4	APPROVAL OF MINUTES BPC RESOLVED that the Minutes of the Full Council Meeting of Blisland Parish Council (BPC) held on 16th February 2023 having been previously circulated, be taken as read, approved, and signed. The Clerk agreed to add a clarification note to Minute item 23-02/8. Proposed: Cllr Shephard Seconded: Cllr Meads AIF: YES	CLERK

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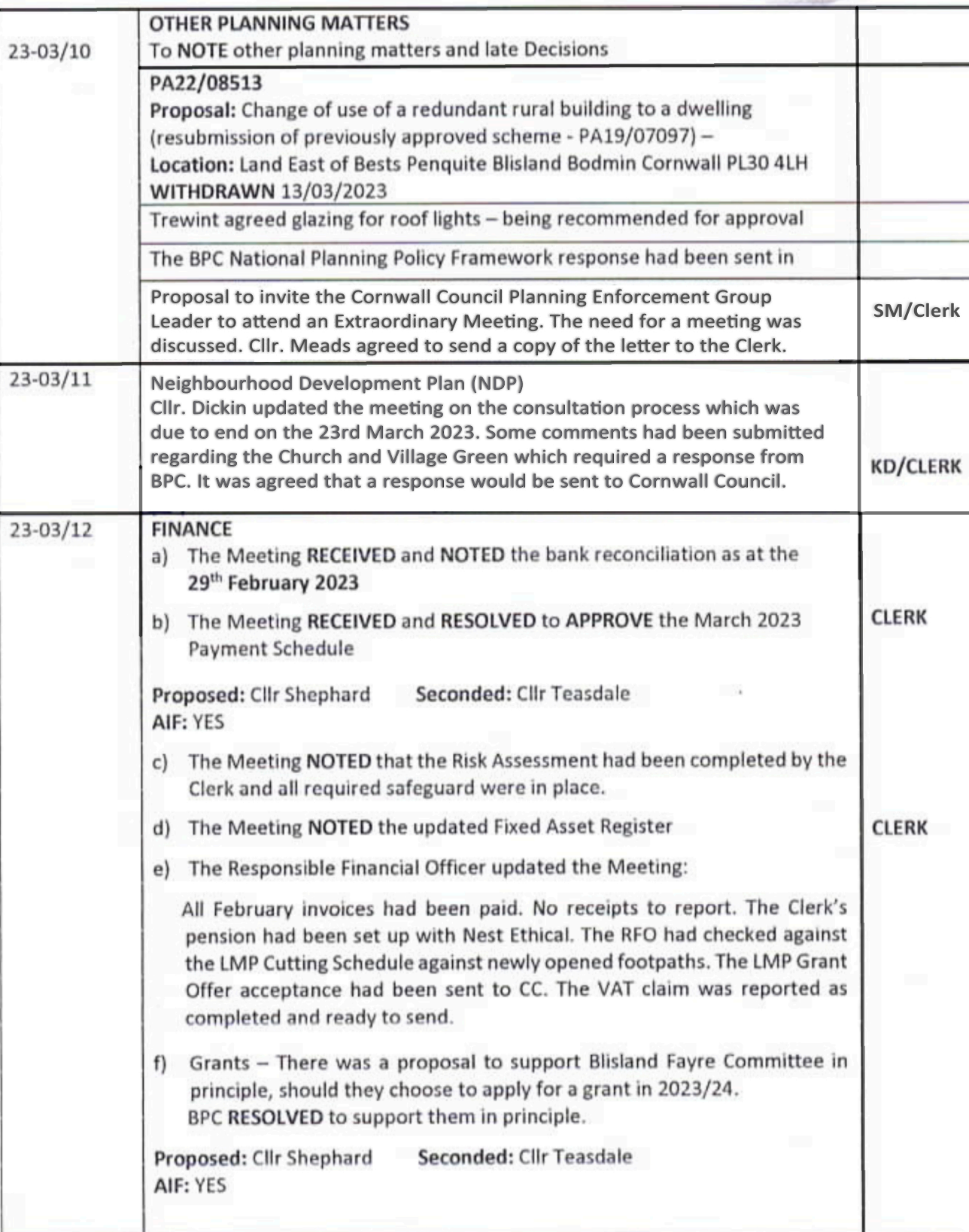
23-03/5	MATTERS ARISING FROM PREVIOUS MEETINGS All matters included in the March Agenda.	
23-03/6	POSSIBLE MUSIC FESTIVAL AT TEMPLE Having heard the matter raised by residents, the Meeting discussed how to support residents who had raised concerns with the Council. It was NOTED that the Premises Licence (needed for large events over 499 people) when applied for, would be published for 28 days prior to it being granted/refused by Cornwall Council. This would give the Parish Council and residents time to submit objections and concerns to Cornwall Council officers dealing with the application. The Council's main concerns were noise, traffic, and adverse effects on nature and biodiversity. The Clerk agreed to ask CC who could object/comment on such applications.	CLERK
23-03/7	CORNWALL COUNCILLOR'S REPORT The Meeting heard the monthly Cornwall Councillor's Report from Cllr Cruse: The applicant for PA21/11306 at Trewint had agreed to light pollution glass for the sky lights and retaining the trees alongside the development. These actions would help maintain the International Dark Skies designation for the area. She had also spoken to a local business who had agreed to dim their café lights at night (but not the outside security lights) to help preserve Dark Skies in the Parish. She had reported a couple of potholes along the road from Preeze Cross to Blisland. The road is scheduled for re-surfacing this year, and she requested that be brought forward. Drainage from the fields seems a particular problem. She pledged to support the Blisland shop with a cycle rack when her next round of Community Chest funds was agreed in April. She reported a meeting regarding the damage at Helland Bridge where she let the Meeting know that action was being taken by the firm responsible, and the Police continues to look into the case. She had hoped that suggested width restrictions might be built in but was advised by Highways that lack of turning provision meant that was not an option.	
23-03/8	NEW PLANNING APPLICATIONS and PRE-APPLICATIONS	
a)	PA23/01179 Proposal: Restoration of Higher Hawkstor Farm for an occasional camping barn for private use only Location: Higher Hawks Tor Farm Blisland Bodmin Cornwall Applicant: Mr Adrian Mansfield Blisland Parish Council RESOLVED to SUPPORT PA23/01179 subject to the following conditions: * That the occupation of the property, once restoration is completed, is subject to a restriction that limits its use to the personal occupation of the owners of Higher Hawks Tor Farm. * That the property's Permitted Development Rights are withheld and become subject to a separate approval by the Local Planning Authority.	

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	* That an Archaeological Recording Condition in a form acceptable to Cornwall Council's Historic Environment Planning (Archaeology) Officer is made. *That a comprehensive Schedule of Works carrying the Conditions recommended by Cornwall Council's Historic Environment Planning Officer be required to be submitted to the LPA before any work takes place. We also advise that if consent is granted a restrictive use condition be imposed to prevent a more intensive full time residential use. Proposed: Cllr Stansfield Seconded: Cllr Shephard AIF: YES	CLERK
b)	PA23/01564 Proposal: Change of use of buildings from estate offices to two holiday units (1 x four bed & 1 x one bed), minor changes to fenestration and construction new boiler enclosure/log store. Location: Trewardale Blisland Bodmin Cornwall Applicant: Mr and Mrs Edward-Collins Blisland Parish Council RESOLVED to SUPPORT PA23/01564 Proposed: Cllr Lowden Seconded: Cllr Stansfield AIF: YES	CLERK
c)	PA23/01783 Proposal: Proposed single storey extension and detached garage/garden store building Location: Hawks Tor Farm Blisland Bodmin Cornwall Applicant: Adrian Mansfield Blisland Parish Council RESOLVED to SUPPORT PA23/01783 Proposed: Cllr Teasdale Seconded: Cllr Shephard AIF: YES	CLERK
23-03/9	PLANNING DECISIONS The Meeting NOTED Planning Decisions by Cornwall Council	
	PA22/10747 Applicant: Mr P Millward Location: Bests Penquite Blisland Bodmin PL30 4LH Proposal: Certificate of Lawful Development for an Existing Use as confirmation of works commenced within the time limit of three years as per condition 1 under planning permission number PA19/07097 DECISION: Granted (CAADs, PIPs and LUs only) 22/02/2023	

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23-03/13	CLERK'S REPORT and CORRESPONDENCE The Meeting RECEIVED Clerk's Report and NOTED correspondence: a) The Clerk reported that the Register Of Interests forms for the new Councillors had been sent to Electoral services. Planning comments for PA23/00528 and PA23/00826 had been submitted. New Planning applications had been added to the Council website and social media. Minutes and Agendas were up to date. BPC's comments on CC's draft response to the National Planning Policy Framework had been submitted. The policies adopted at the last meeting were published. An appointment had been arranged for local architects to make a site visit to Blisland Institute. She had contacted the Highways Steward and circulated his available dates for a site meeting in the Parish. The contractor involved in stump removal on the Village Green had been alerted to the existence of underground cables. 6 laminated posters for Dark Skies had been designed and printed and sent to Cllr Dickin to put up in the Parish. b) Correspondence received: The Village Hall had written to request details in published Minute and were directed to the BPC website. Information regarding the Community Capacity Fund had been circulated to Members. - c). The Clerk requested annual leave from 5th to 6th April and from 19th May to 5th June 2023 to meet holiday allowance for 2022/23. This was AGREED by Members.	
23-03/14	Policy Reviews a) Grievance Policy b) Complaints Handling Procedure BPC RESOLVED to defer the above policies until the next meeting. Proposed: Cllr Dickin Seconded: Cllr Spencer AIF: YES The Clerk was asked to compile a list of all policies that BPC had in place (with review dates) and should have in place. She offered to send out policies for review two weeks in advance, rather than with the Meeting bundle. c) The Councillor Portfolios were discussed for the coming year. The Clerk to update and publish. BPC AGREED with amendments. Proposed: Cllr Dickin Seconded: Cllr Stansfield AIF: YES Staffing Committee Terms of Reference (TOR) to be DRAFTED and added to next Agenda. Cllr Spencer to make a 'template' TOR for portfolio positions and circulate.	CLERK CLERK CLERK LS

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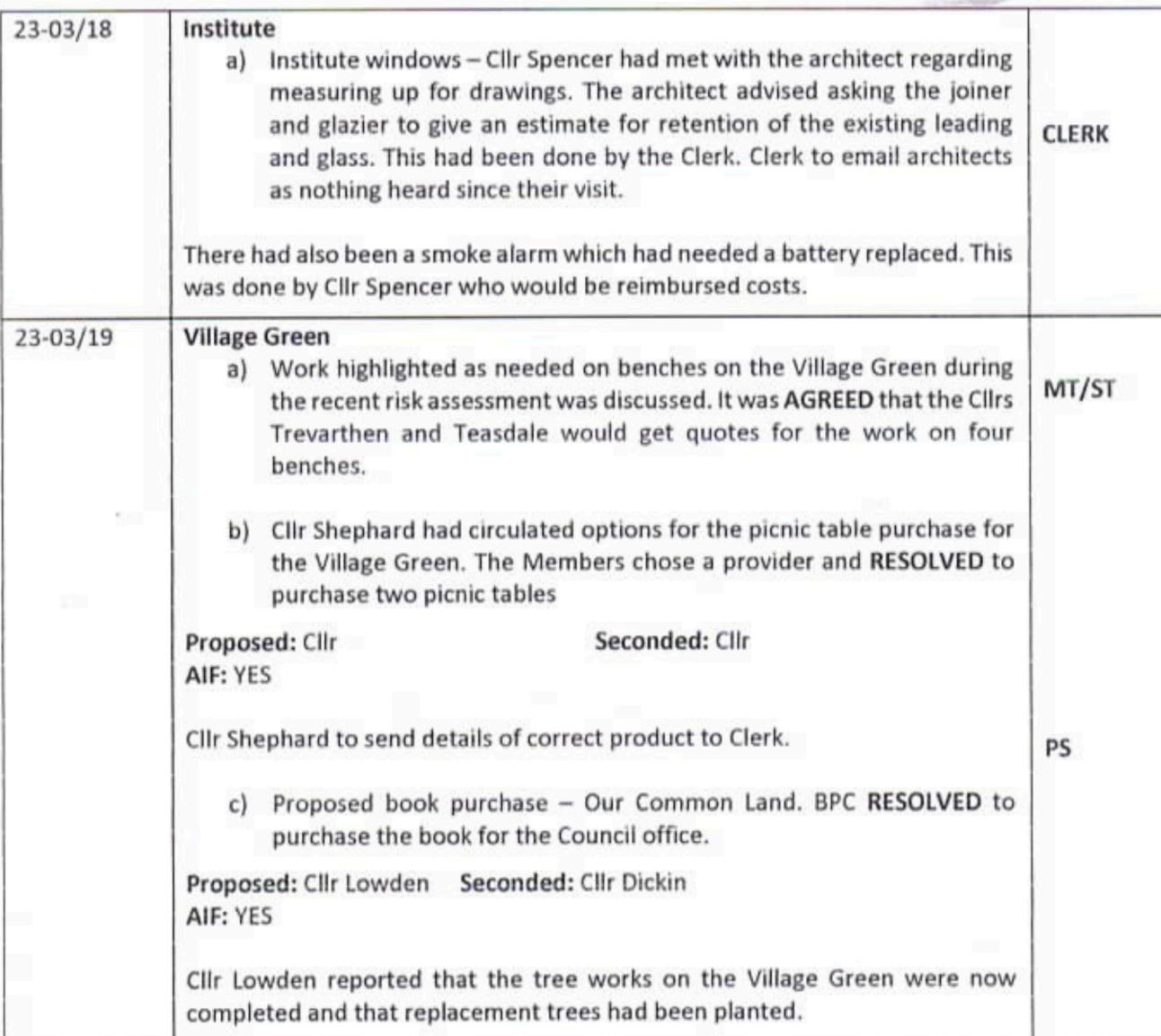
23-03/15	Highways and Footpaths a) LMP – Further to accepting the LMP Grant Offer the Clerk had written to BPC’s contractor to confirm continuation for 2023/24. b) The Clerk had received and circulated available dates for a meeting with the Highways Steward regarding Grit Box sites and water run-off: The Shop Committee had agreed to the siting of a new Grit Box. The size and colour were discussed. BPC RESOLVED to purchase a black 150kg box and shovel for the Village Shop site. Proposed: Cllr Spencer Seconded: Cllr Dickin AIF: YES Cllr Meads to forward details to Clerk to order. It was also reported that the current grit box was leaking so the purchase should be made soon to address the problem. The meeting with the Highways Steward was discussed. It was AGREED that the Clerk would ask the Highways Steward for a time on Thursday 23rd March which Cllrs Shephard and Stansfield confirmed they could attend, and Cllr Meads that she may be available to attend. c) The worn road markings in the village were discussed. They had been reported to CC who had said they were not work enough to repair. As the marking were almost entirely worn off, it was suggested that the matter be pursued. Cllr Stansfield to follow up. d) Parking consultation response – The Clerk had circulated the CC Parking Consultation to Councillors. The impact on residents and local businesses was discussed. Members AGREED to respond as a Council asking CC to retain the hour free parking after 4pm which was known to be used by many residents. Proposed: Cllr Trewarthen Seconded: Cllr Teasdale AIF: YES	SM CLERK CLERK JS CLERK
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23-03/16	Environment a) Dark Skies Signage – temporary signage had been supplied to Cllr Dickin to put up in the Parish. The Clerk was waiting for a new Dark Skies logo which was due to be published soon before permanent signs were purchased. Cllr Spencer asked that sites for the signs be identified at the ‘entrances’ to the Parish. b) Trees for Pentor Cllr Meads apologised that this had not been progressed. c) Cllr Shephard had circulated a map of suggested planting sites for Wildflower Meadow areas. Several Members offered seeds and help to get things started. It was RESOLVED that spend needed for the project was APPROVED (within the Clerk’s discretionary spend limit) and delegated to the Clerk and Cllr Shephard. Proposed: Cllr Lowden Seconded: Cllr Teasdale AIF: YES d) The hedge planting project at the side of the car park had been agreed by the Village Hall Committee. Cllr Spencer agreed to send a site photo to the Clerk in order to garner quotes for the work. Cllr Lowden to email local contractors details to Clerk. e) Cllr Shephard proposed that BPC write a letter to Scott Mann regarding the withdrawal of oil-fired boilers and environmentally sound alternatives in an area where the properties were not suitable for air source pump installations and associated prohibitive costs. Cllr Shephard to DRAFT a letter from BPC for the Clerk to send and circulated to other Parishes to act upon. BPC RESOLVED to send the above letter. Proposed: Cllr Teasdale Seconded: Cllr Stansfield AIF: YES	SM SM PS/ALL PS/CLERK LS CLERK KL PS CLERK
23-03/17	Duchy Defibrillators a) The local school was reported as fundraising for a defibrillator which may be accessible to residents. Members discussed the provision for a defibrillator at Temple. BPC RESOLVED to ask their contractor to hold off on the installation at Temple until the funding application had been processed. Proposed: Cllr Spencer Seconded: Cllr Dickin AIF: YES b) Defibrillator funding: If work could be suspended on the Temple defibrillator (as per the resolution above), BPC RESOLVED that the Clerk would finish and submit the grant application started by Cllr Stansfield, for the cost of a defibrillator at Temple. Proposed: Cllr Stansfield Seconded: Cllr Trevvarthen AIF: YES	CLERK CLERK

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23-03/20	Communications a) Mug designs to mark the upcoming Coronation had been circulated. Cllrs Lowden and Green had been trying to get food organised for the Big Lunch event on 7th May but one caterer had pulled out. Cllr Lowden asked the Council to consider subsidising the food. It was AGREED to discussed this at the April meeting. Cllr Meads reported on event planning so far. The next Coronation celebration planning meeting AGREED for Tuesday 21st March. The Clerk had looked into insurance cover for the event. BPC would need to be organiser for the event on the 7th May in order to be covered. If agreed, the Clerk would then be able to ensure all was in place for Public Liability Cover for the event. BPC RESOLVED to be the organiser of Blisland's Coronation celebrations. Proposed: Cllr Lowden Seconded: Cllr Teasdale AIF: YES The Clerk asked if anyone knew a Certificated First Aider to cover the event? b) Parish Magazine/Newsletter – Cllr Spencer asked for £100.00 to cover costs of printing leaflets asking for sign-ups to a mailing list for BPC. BPC RESOLVED to delegate the spend of up to £100.00 to Cllr Spencer and the Clerk for leaflet printing. Proposed: Cllr Dickin Seconded: Cllr Green AIF: YES c) Cllr Meads reported that the Noticeboard at the Village Shop was not large enough to meet Council needs. She asked the Members to consider options in order to make a decision on a purchase at the April Meeting. Clerk to send suitable companies details and add to next Agenda. Cllr Meads to measure wall space.	CLERK ALL CLERK SM
23-03/21	Training and Meetings Attended Cllr Stansfield attended the CALC AGM Tuesday 21 February 2023. BPC subscription to rise by 3%. The Climate Emergency DPD has now been adopted to work alongside the Cornwall Local Plan in Planning Applications.	
23-03/22	Diary Dates: Community Network Panel 29th March 2023 Next Full Parish Council Meeting date to be confirmed as 20th April 2023	
23-03/24	EXCLUSION OF THE PRESS AND PUBLIC BPC hereby RESOLVED that in accordance with s.1(2) of the Public Bodies (Admission to Meetings) Act 1960, the Press and Public be excluded from the meeting during the consideration of the following business owing to the confidential nature of that business. Proposed: Cllr Spencer Seconded: Cllr Stansfield AIF: YES	

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23-03/25	OPEN MEETING CLOSED @21:58	
23-03/26	Cleaner Contract review BPC's current cleaner retiring. Clerk to advertise for a new cleaner on the Council's website and social media. Members were asked to approve the current job description which was AGREED to be suitable.	CLERK
23-03/27	Clerk hours review The Meeting reviewed the Clerk's request to increase her contracted hours. BPC RESOLVED to increase the Clerks contracted hours to 12hrs per week with no overtime. Proposed: Cllr Dickin Seconded: Cllr Trevarthen AIF: YES Chair to inform Clerk via email.	SM
23-03/28	CLOSED SESSION ENDED @22:28	

Signed: Chair of meeting



18/05/2023