

BLISLAND PARISH COUNCIL



Carolyn Y. May LLB(Hons), M.A, B.Sc
Locum Parish Clerk & RFO
Blisland Parish Council
A209 Victoria Advent House
Station Approach, Victoria
Roche PL26 8LG

01726 210139
clerk@blislandparishcouncil.co.uk
www.blislandparishcouncil.co.uk

MINUTES FOR THE PARISH COUNCIL MEETING HELD ON

20th July 2023

Present: Cllr. Meads (Chair), Cllr. Dickin (Vice-Chair), Cllr. Green, Cllr. Shephard, Cllr. Spencer, Cllr. Stansfield, Cllr. Lowden, Cllr Teasdale, and Cllr Trevarthern. Cllr J. Cruse (Cornwall Council).

23-07/1 **Apologies:** None

Also Present: One member of the public

Locum Clerk: Carolyn May

23-07/2 **Declarations of Interest:** No declarations of interest, or gifts, were made.

The meeting commenced at 7 pm. Cllr. Meads (Chair) welcomed all to the meeting.

AGENDA

23-07/3 **Public Forum** – Mrs Katy Vause requested the permission of the Parish Council to use Village Green, to hold a ‘Pimms and Pilates’ fundraising event. No date has been set for the event, due to it being weather dependant. It is likely that the event will be held in August 2023.

The event will last for period on around one hour, and participants will be asked to donate to the cause, rather than be charged to attend. Therefore, alcohol is not being sold at the event.

The purpose of the event is to raise funds to bring the Military Wives Choir to the village, for a performance.

Due to the short notice, and the late date of the next Parish Council meeting, it was proposed **by Cllr Teasdale, seconded** by Cllr Green, and **RESOLVED** that the request

would be added to the extant meeting agenda, and discussed immediately.
Unanimous. **Carried**

It was ascertained that the instructor for the event would be Michell Vause-Jones, an independent, qualified pilates instructor. Members were assured that Ms Vause-Jones was in possession of appropriate, independent, insurance cover for the event.

It was **agreed** that permission would be given to Ms. Vause-Jones to use the Village Green for the event, provided the following conditions are met:

- The Parish Clerk is to be provided with a certified copy of an appropriate, current, insurance document which will cover the event, and its risks;
- The Parish Clerk is to be advised of the date and time of the event, and the number of persons who will attend;
- The Parish Clerk is to be provided with letter from the organiser, specifically confirming that the Parish Council will not be, in any manner, responsible for any injury/ incident that may occur during the event.

It was **proposed** by Cllr Lowden, **seconded** by Cllr Green, and **RESOLVED** that the request to use the Village Green for a 'Pimms and Pilates' event would be granted, **provided the three conditions stipulated are met.** Unanimous. **Carried**

23-07/4 Approval of Minutes

23-07/4(1) The Chair advised the meeting that there were two sets of Meeting Minutes to be approved. These Minutes related to the meetings of the 18th of May 2023 and the 15th of June 2023 respectively.

23-07/4(2) Members considered the Amended Draft Minutes of the Annual Parish Meeting of Blisland Parish Council, held on the **18th of May 2023.**

Cllr Lowden confirmed that he had listened to the tape recording of the meeting of the 18th of May 2023, and that he believed that the Minutes were correct.

It was **proposed** by Cllr Green, **seconded** by Cllr Trevarthen and **RESOLVED** that the Amended Minutes of the meeting held on the 18th of May 2023 provided a true and accurate reflection of that meeting. Unanimous. **Carried**

The Minutes were duly signed by the Chair.

23-07/4(3) Members considered the Draft Minutes of the Annual Parish Meeting of Blisland Parish Council, held on the **15th of June 2023.**

It was **proposed** by Cllr Dickin, **seconded** by Cllr Trevarthen and **RESOLVED** that the Amended Minutes of the meeting held on the 15th of June 2023 provided a true and accurate reflection of that meeting . Eight in favour and one abstention. **Carried**

The Minutes were duly signed by the Chair.

23-07/5 Cornwall Councillor Report (Verbal Only)

1. There has been an indication by the Leader of Cornwall Council that there would be more funding made available for enforcement matters. There was no specific information provided.
2. Cultural Agreement between Cornwall and Wales – there is no financial agreement, or commitment in situ, in respect of the agreement. The fact that Cornwall has followed the Welsh Government in its policy towards second homes, is an indication that the two areas share certain problems, and there is much that we can learn from each other.
3. Closure of the Dalcoath Office (Camborne) – the building has been deemed too expensive to upgrade, and it is not being fully utilised. It is to be repurposed.
4. Rural Crime – extremely prevalent. Six small diggers have stolen recently. A warning has been put out to farmers and owners of machinery to be vigilant. Horse boxes have also been targeted by thieves.
5. Sheep Worring by dogs has increased.
6. The Police Officer for the area does attend at the Blisland shop. However, visits are irregular and attendances are not publicised. Cllr. Cruse has requested that the Officer advise her of his intended visits and these can be advertised on the shop's social media site. It has been agreed that the Clerk and Cllr Stansfield would also be advised of visits, so that the information can be uploaded to the Parish Council website.
7. Cllr Cruse has visited the Cornwall Energy Recovery Unit at St Stephens. The unit welcomes visits from Parish/ Town Councils. The trip is relevant as Cornwall Council is currently changing its waste programme. The new programme is currently being rolled out in some parts of Cornwall, but not in the Bodmin area because the new Recovery Centre for this area is not ready.
8. CAPS – Active Travel held a meeting. Whilst there is support for the Allen Valley Route, it may be difficult to obtain funding for the same. The existing roads will have to be used, and these are not suitable.
9. Saint's Trail - Cllr Stansfield asked if the funding and delay, in respect of this project, have been resolved. Cllr. Cruse responded by stating that this project is unlikely to be progressed. Increasing costs have impacted adversely on the plan, and Highways England funding is no longer available.
10. Cycle Routes - The difficulty with the installation of cycle routes stems from acquisition of land and the work that has to be undertaken to enable their creation. For example, cycle lanes cannot be placed on a road that is too narrow. Cllr Cruse undertook to forward the 'River Allen Circuitous Route' proposal, which does run close to Blisland, to the Clerk.

23-07/7 – PLANNING APPLICATIONS

Reference	PA23/05556
Address	8 Meadow Plash Blisland Bodmin Cornwall PL30 4LJ
Proposal	Install conservatory to the front the property.

It was highlighted that the proposed development, which would be situated close to the road, has a glazed roof. Members were of the opinion that such a roof would create light pollution during the hours of darkness, thus impacting adversely on the designated Dark Skies area.

Members were of the view that, should measures be taken to mitigate the light pollution, the Parish Council would be of a mind to approve the application.

It was **proposed** by Cllr Meads, **seconded** by Cllr Stansfield, and RESOLVED that the Parish Council would object to the planning application, on the grounds of the adverse impact that the proposed construction would have on the Dark Skies area. Unanimous. **Carried.**

Reference	PA23/04690
Address	Lower Hawkstor Farm Blisland Bodmin Cornwall PL30 4HN
Proposal	Proposed side extension and alterations to existing dwelling, and replacement of existing garage with new garage and wood store

Members considered the planning proposal. Having visited the site, Cllr Stansfield advised the Members that the proposal was a well thought out, sustainable development, that would enhance the existing building, which is currently rundown.

One point of concern is the proposal to use corrugated roofing on the converted outshot. Members felt that natural slate should be used, to match the roof of the principal building.

It was **proposed** by Cllr Stansfield, **seconded** by Cllr Trevarthen and RESOLVED that the Parish Council would support the principle of development of this application. The Parish Council believes that this is a well thought out, sustainable, development that will enhance the existing, rundown, building. The Parish Council does, however, believe that if the LPA is minded to approve the proposal, it should

impose a condition that the reduced pitch of the converted outshot should be covered in natural slate, to match the principal roof. Unanimous. **Carried.**

23-07/8 – PLANNING DECISIONS – Noted

23-07/9 – OTHER PLANNING MATTERS - Trewardle

Cllr Stansfield raised the matter of the conversion of cottages into offices at Trewardle. It had been the intention of the developer to face the 'lean-to' (housing the boiler) in wood. It had been the recommendation of the Parish Council that granite should be used. The Environment Agency has now encouraged the developer to refrain from adding any facing to the structure. The lean-to will now remain as it is, with the boiler and log store being sited elsewhere. The application has now been approved.

INVITATION TO CORNWALL COUNCIL PLANNING ENFORCEMENT GROUP LEADER – update

Cllr Meads advised the meeting that she had not, to date, received a response to her letter, in which she alluded to the matters to be investigated by the Planning Enforcement Department of CC. These were:

- Whitley Barn
- Moss Farm
- The barn at Helland
- A30 hoardings

It was a matter of concern that, despite five weeks having elapsed, the Officer had not responded to Cllr. Meads letter, or the reminder sent by Cllr. Stansfield.

Cllr. Cruse (CC) advised the meeting that the issue relating to the hoardings along the A30 dated back to 2018. It was felt, by planners/ enforcement that, these did not cause any harm. The Councillor added that the Planning Enforcement Team were very busy, and because there had been a breach of the law by the Landowner, it would be necessary to prosecute the matter through the court system. Such an action would be expensive and there may be a degree of sympathy for the Landowner who may be reliant upon the income received for the advertising boards. Cllr. Cruse added that she did not believe that the Enforcement Officer would revert to the Parish Council with a different outcome.

Cllr. Stansfield highlighted the point that there had been an undertaking by the Enforcement Officer to revert to the PC in respect of Whitley Barns and the A30 hoardings. Yet, there has not even been an acknowledgement of the letter forwarded by Cllr. Meads.

Cllr Stansfield emphasised that the harm caused by Whitley Barn was significant. It was agreed that, if nothing could be done about this development, the Enforcement Officer would confirm that the Law Officer had agreed that there had been a procedural failure on the part of his department, in respect of this matter.

Cllr. Cruse agreed to follow this matter up with the Enforcement Officer.

Cllr Meads had also written to the Head Planning Officer for Area Team 5, inviting him to attend a Parish Council meeting, in order to address planning matters, set out in the letter. It was felt that, should the Officer not be able to attend a meeting in person, he could address the concerns in

writing. Despite a four-week interval, no acknowledgement of the letter had been received by the Chair.

Cllr. Cruse undertook to follow this up.

23-07/10 – NEIGHBOURHOOD DEVELOPMENT PLAN

Cllr. Dickin advised the meeting that the Cornwall Council has now set a date for the NDP referendum, which is the 24th of August 2023. The notification is currently available on the Cornwall Council Planning Portal.

It has now been confirmed that voters will have to provide identification to vote. Postal voting will also be available to parishioners.

A prohibition is now in existence, which prohibits Parish Councils from campaigning/ publicising the NDP (other than that set out in the Statutory Procedures).

The official documentation provided to the Parish Council, by CC, has now been [laced on the PC noticeboards, and uploaded to the PC website, by Cllr. Stansfield. The documentation will also be forwarded to the parishioners who have signed up to receive the electronic newsletter.

23-07/11 – FINANCE

- (a) **Bank Reconciliation** – Not provided.
- (b) The Locum Clerk advised the meeting that she had experienced great difficulty in finding a means by which to pay our creditors. All means of making payments had been returned to the bank by the previous Clerk.
- (c) It was felt that the use of the PC cheque book could be reinstated in the short-term. However, the cheque book could not be located.
- (d) The Locum Clerk had spent several days dealing with the bank and has now arranged for the two remaining signatories to attend at the Bank with the Locum Clerk, to arrange for new documentation to be submitted and faster payments to be made to creditors.
- (e) The Locum Clerk suggested that, to avoid such a situation arising in the future, the bank account should be set up in a manner which permits the Clerk to access the account, to set up the schedule of payments to be made. Thereafter, two Members would be required to authorise the payments.
- (f) It was **agreed** that the signatories to the bank account would be:
 - Cllr Meads
 - Cllr Dickin
 - Cllr Green
 - Cllr Spencer

- (g) The Clerk provided a list of payments to be made. Additional payments to be made were identified.

It was **proposed** by Cllr. Shepherd, **seconded** by Cllr. Stansfield and **RESOLVED** that the payment of invoices would be undertaken by way of Faster Payments, through the Lloyds Bank Counter Service. Unanimous. **Carried**.

- (h) Members considered the possibility of having Parish Council mail delivered to the Institute, or the Village Hall. However, in both circumstances arrangements would have to be made to pass the mail onto the Clerk. It was **agreed** for the present, mail would be directed to the Locum Clerk.
- (i) **Grant Applications** - It was **proposed** by Cllr. Spencer, **seconded** by Cllr Meads and **RESOLVED** that, prior to determining any grant applications, the PC should obtain control of the bank account. Therefore, the current grant applications should be deferred. Eight in favour and one abstention. **Carried**.

23-07/12 – CLERK’S REPORT and CORRESPONDENCE

- The Clerk read out a letter, which had been received from Scott Mann MP.

23-07/14 – HIGHWAYS AND FOOTPATHS

- (a) **LMP contract roll-over** – Cornwall Council has been advised that the PC wishes to continue with the scheme.
- (b) **Grit Bins** - The grit bins have not been filled yet.
- (c) **Road Markings** – Cllr Stanfield reported:
- **The work at St Pratt’s Cross** - this was originally scheduled to be undertaken by 31st July, however, as a result of the amount of machinery required, the road will have to be closed. The work has now been scheduled for November.
 - **Waterloo Hill** – a decision has not been reached in respect of work to be undertaken. It is believed that the culver, which runs under the road, is not in good condition. It has been suggested that the culvert has either collapsed or is blocked.
 - **Junction of Tregenna Road and the Green** – the water which had been flowing across the road originated from the sump above the Old Coach House, down into the drain – then out of the drain and across the road. This situation has now been remedied. It is, however, believed that water continues to run from three meters above – although the flow is less. It will be necessary to monitor this.

Issue 1 – Management of the Land around the Culvert

In order to create the culvert, the vegetation had to be cleared. However, ownership of the area of land is not known. There are several possibilities:

- Part of the Village Green
- Highways verge
- Manorial Waste
- Old Coach House

The area of the culvert must be kept clear. If it could be added to the Lanhydrock Gardening Maintenance Contract – to be stirmed twice per year (May and October), that would be sufficient.

Issue 2 – Retention of the BT Telephone Box (currently active)

Cllr Dickin advised the meeting that the issue of the telephone box had been discussed previously, and the PC had elected to keep the same as an operational telephone. Cllr. Lowden suggested that there was still a requirement for an operational telephone in the village. He stated that the PC could arrange for the facility to be kept clean and tidy.

Cllr Stansfield raised the matter of the pile of earth that has been left at the telephone box. Mr James Hill has stated that he would be willing to remove the earth and level the site for £100.

It was **proposed** by Cllr Spencer, **seconded** by Cllr. Dickin And **RESOLVED** that Mr J. Hill should be asked to remove the soil from the site, taking great care to avoid the cabling. The agreed sum for this task is to be £100.00. Unanimous. **Carried.**

It was **proposed** by Cllr Lowden, **seconded** by Cllr. Trevarthen And **RESOLVED** that contact should be made with British Telecom to request that the telephone box on the Village Green be painted. If BT (as owner) is unable to assist with this matter, the PC will seek the company's permission for the PC to paint, and maintain, the telephone box. Any approved maintenance to be undertaken by the PC cleaner. Unanimous. **Carried.**

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Footpath 8 - Cllr Green reported that the boardwalk, which it was hoped would be installed below Carbaglet, will not be provided in the current financial year. Cllr Green will continue to monitor the matter.

23-07/15 – ENVIRONMENT

- (a) **Dark Skies Signage** – on-going.
- (b) **Trees at Pentor – nothing to report.** Cllr Lowden asked if the PC would still be entitled to a grant for these trees, given the length of time that the matter had taken. The Chair will raise the matter with Cllr. Cruse.

- (c) **Hedge Planting – deferred to July meeting.** The Chair stated that this matter would have to be discussed with James Hill who, in turn, would provide a price for the work to be undertaken.
- (d) **High Hedges** – Cllr Stansfield raised the matter of high hedges in the parish. He alluded to the reporting system implemented by CC. Cllr Lowden pointed out that hedges are generally cut at specific times in the year.

It was ascertained that the PC policy for reporting high hedges, which are not being maintained, is to report the same to CC, who will arrange for the same to be cut and then recover the cost from the landowner.

23-07/16 – DUCHY DEFIBRILLATORS

Unfortunately, the PC was not awarded a lottery grant for a defibrillator. Other potential funders are being researched.

- The British Heart Foundation Grant Funding scheme is re-opening in October.
- AED Donate (a charity) - for £1,469 a defibrillator could be installed into the telephone box; in addition, the PC would have to pay for the electrical connection. For each defibrillator installed, the charity receives £400 from the Government.

23-07/17 – INSTITUTE

Institute Windows - Cllr Spencer reported that he the Planning Application would be submitted by Richard in early course. Once planning had been approved, the carpenters etc will be re-engaged with.

The architect is of the opinion that the glass in the existing windows is in good condition and that this should be re-used. The windows will be built off-site then installed at the institute and made good.

Booking Process – This is believed to be too complicated. It was agreed that the system should be simplified, and the contact details altered. Cllr Spencer undertook to deal with this matter.

Institute Income- It was agreed that, until the PC had control of the bank account, there was no information available appertaining to income received from the hire of the Institute.

23-07/18 – VILLAGE GREEN

Benches - Blastclean & Coatings Ltd have provided a quotation for both the galvanised, and non-galvanised, benches.

Galvanised Benches – pressure wash, prepare, powder prime and powder topcoat - £220.00 each.

Non-Galvanised Benches – Blast, galvanise, prepare, powder prime and topcoat - £450.00 each.

Transportation- £70.00.

Total Cost - £1200.00 plus VAT.

It was **agreed** that the Locum Clerk would determine whether the work would carry a guarantee.

It was **proposed** by Cllr. Lowden, **seconded** by Cllr. Stansfield and **RESOLVED** that the Parish Council would have the benches refurbished, in accordance with the quotation provided, but that the work would not be undertaken until September 2023. Unanimous. **Carried.**

First Aid Training

Cllr. Lowden confirmed that the cost of the course was a set price, irrespective of how many attendees were present. Cllr. Lowden has identified twelve people who will undertake the training.

The course is accredited, and the providers are available on an on-going basis, to provide advice.

23-07/19 – COMMUNICATIONS

New Mailing List – There are currently 127 active email addresses on the list. The aim is, by Christmas 2023, to have the means to email every dwellinghouse, and every business in the Parish – providing that consent is provided.

If a matter does not relate to the statutory business of the PC, and is of societal benefit, it can be added to notice and sent out.

Any parishioner wishing to place a matter onto the same, may forward the information to Cllr. Stansfield, who will forward it to all subscribers.

Notice Board Update - Cllr Spencer has now measured the existing board, and the available space at its location. The existing board measures 1.5 meters wide and 850mm high. There is sufficient room at the site to place two notice boards, one for the shop and one for the PC. This solution would provide a larger board for each organisation.

Two new noticeboards would cost in the region of £800. This would provide the PC with 1.24 meters squared of space, and the shop 1 meter square of space.

Cllr. Spencer stated that there are two reasons for the proposal to use the existing noticeboard site:

- There is already a noticeboard at the site and parishioners are aware of this.
- He did not wish to see any thing else cluttering the Village Green.

Cllr Stansfield advised the Members that the Noticeboards could, potentially, be grant funded through the Lottery Fund.

It was **agreed** that the Parish Council would ensure that a larger, dedicated, noticeboard would be procured for the organisation. It was further **agreed** that firm cost for the boards would be obtained, and that a grant would be applied for, in the name of the Community Shop.

23-07/20 – TRAINING AND MEETINGS ATTENDED

The Inaugural meeting of the Bodmin Community Partnership – 21st June – Cllr Meads and Cllr. Stanfield attended this event.

23-07/21 – DIARY DATES TO BE CONFIRMED

September Parish Council Meeting – The Parish Council will meet in August. However, due to several Members not being available in September, there will be no meeting during that month.

It was **proposed** by Cllr. Trevarthen, **seconded** by Cllr. Green and **RESOLVED** that the Parish Council would not meet in September 2023. Unanimous. **Carried.**

23-07/24 Close of meeting – 21.30 hrs

At 21.10 hrs, the meeting exited the Confidential Session and the Ordinary Meeting of the Parish Council closed.