



Blisland Parish Council

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MINUTES FOR THE PARISH COUNCIL MEETING HELD ON 14th of May 2025

Present: Cllr. Meads (Chair), Cllr. Dickin (Vice-Chair), Cllr. Green, Cllr Kennen, Cllr Spencer, Cllr. Stansfield, Cllr. Sutton, Cllr Trevarthen.

Also Present: Maria Roper (Clerk), 3 members of the public (in part)

Cllr Stephanie Meads opened the meeting at 19:29 hrs and welcomed the Councillors and the public

AGENDA REFERENCE	DESCRIPTION
25-05/01	ELECTION OF CHAIR It was proposed by Cllr Kennen , seconded by Cllr Trevarthen and RESOLVED by the Council to elect Cllr Meads as Chair of the Council. Unanimous. Carried. Councillor Meads duly signed the declaration of the acceptance of office. Witnessed by the Clerk.
25-05/02	ELECTION OF VICE-CHAIR It was proposed by Cllr Kennen , seconded by Cllr Trevarthen and RESOLVED by the Council to elect Cllr Dickin as Vice Chair of the Council. Unanimous. Carried. Councillor Dickin duly signed the declaration of the acceptance of office. Witnessed by the Clerk.
25-05/03	PARISH COUNCILLORS' DECLARATION OF ACCEPTANCE OF OFFICE Cllrs Green, Kennen, Spencer, Stansfield, Sutton, Trevarthen duly signed the declaration of the acceptance of office. Witnessed by the Clerk
25-05/04	PERSONS PRESENT/APOLOGIES. Apology received from Cllr Shannon. It was proposed by Cllr Spencer , seconded by Cllr Dickin and RESOLVED by the Council to accept Cllr Shannon's the declaration of acceptance of office on the next meeting of the Council. Unanimous. Carried.
25-05/05	MEMBERS DECLARATIONS Cllr Meads declared an interest in agenda item 25-05/11a – planning application PA25/02690 Cllr Stansfield declared an interest in the agenda item 25-05/11c – having assisted with the preparation and submission of the related planning application. It was proposed by Cllr Dickin , seconded by Cllr Green and RESOLVED by the Council to grant dispensations to Cllrs Meads and Stansfield

25-05/06	PUBLIC FORUM A resident raised concerns regarding the recent installation of a Wildanet pole, seeking the support of the Parish Council. During the initial survey, it had been agreed that the pole would be positioned closer to the hedge to minimise visual impact and better integrate with the surrounding landscape. However, the pole was installed in a more prominent location, contrary to what was previously discussed. It was further reported that the statutory notice was only displayed for nine days instead of the required 28. Although the resident submitted a formal complaint to Wildanet, no response was received beyond an initial acknowledgement. Cllr. Stansfield noted that the notices were placed in obscure locations and not displayed adequately. He added that the positioning of the pole significantly impacts the garden's appearance. It was proposed by Cllr Dickin, seconded by Cllr Green and RESOLVED by the Council to write to the surveyor and Ofcom to report a potential breach of procedure. Unanimous. Carried. Cllr. Stansfield agreed to draft the letter. 2 other members of the public came to support the planning application PA25/02372
25-05/07	APPROVAL OF MINUTES Minutes of the meeting of 24th April 2025 having been previously circulated, were taken as read. Cllr. Stansfield noted that the minutes of the public session require a minor amendment to reflect that both members of the public spoke about the importance of producing a Neighbourhood Priorities Statement. It was further suggested to change the wording to “working group meeting” in the future agenda section It was proposed by Cllr Stansfield, seconded by Cllr Dickin and RESOLVED by the Council to approve the minutes as true and accurate record of the meeting of 24th April 2025 with the above amendments
24-05/08	MATTERS ARISING FROM PREVIOUS MEETINGS - The Clerk was asked to chase the response to the Environmental Information Requests - The development approved under Appeal 21/00191, the NPPF 82 development North of Merry Meeting Farm, Tresarrett was discussed at the April Meeting of the Council following suggestions from residents that the development appeared both prominent and expansive; it was not possible to establish from land accessible to the public whether or not the development was being constructed in accordance with the Approved Plans and Councillors agreed to monitor its construction and take no action at the present time. - The Clerk is to send a thank you letter to the MP - The Clerk informed the Council that the organisers of Blisland Fayre confirmed the temporary event notice had been submitted to Cornwall Council - Councillor Stansfield confirmed that the article articulating the updating of the Parish Council's policies had been submitted to the Parish Magazine - Cllr Spencer was thanked for organising the bell ringing - The Clerk to report on breach of permitted development order

24-05/9	CO-OPTION The Clerk had not received any applications
25-05/10	CORNWALL COUNCILLOR'S REPORT The annual report from the outgoing Cornwall Cllr Cruse and was read at the preceding Annual Parish Meeting
25-05/11	PLANNING APPLICATIONS AND PRE-APPLICATIONS a) PA25/02690 Application for a Lawful Development Certificate for Proposed placement of caravan/log cabin within the residential curtilage of the property for ancillary purposes The Councillors reviewed the application. It proposed by Cllr Dickin, seconded by Cllr Stansfield and RESOLVED by the Council not to submit a comment. Unanimous. Carried b) PA25/02372 Certificate of lawfulness for existing intermittent use of the caravan sited on agricultural land for worker rest room only in connection with sheep farming activities, such as lambing, animal welfare, and security The applicants (present) were asked by the Council why the planning application had been submitted at this stage. They explained that the existing caravan was in a state of disrepair and they wished to replace it. Cllr Stansfield noted that the caravan is well hidden from view and that planning consent is likely to be granted under the '10-year rule' due to its long-standing presence It proposed by Cllr Trevarthen, seconded by Cllr Stansfield and RESOLVED by the Council not to submit a comment. Unanimous. Carried c) A25/02232 Change of use of agricultural land to form a graveyard extension to the existing Graveyard of St Protus & St Hyacinth Church, Blisland, Cornwall The Councillors reviewed the application. It proposed by Cllr Sutton, seconded by Cllr Spencer and RESOLVED by the Council to support the application. Unanimous. Carried
25-05/12	PLANNING DECISIONS a) PA25/01685 EIA Scoping Opinion request for proposed wind farm. Helland Barton Barton Road Helland Bodmin Cornwall PL30 4PY The opinion on the above application has been published and contains information on what needs to be included in the Environmental Impact Statement The Clerk was instructed to contact Helland Parish Meeting to request that Blisland Parish Council be invited to attend the next meeting at which the proposed wind farm is to be discussed.

25-05/13	OTHER PLANNING MATTERS: a) PA24/08450 - 24/03077 Development on Land South East Of Jollibrook Barn Temple Bodmin Cornwall PL30 4HP. The Council noted the approval of the planning application PA24/03077 - Change of use from agricultural storage to C3 dwellinghouse (part retrospective). The parking condition had now been included Councillors expressed concern regarding the correct application of Class R regulations, and noted that there may be issues if these regulations are not properly followed. It was proposed by Cllr Stansfield, seconded by Cllr Green, and RESOLVED by the Council to write two letters – one to the Chief Executive Officer and one to the Monitoring Officer – concerning the lack of evidence related to the Agricultural requirements necessary for the Class R approval. Unanimous. Carried. The Council also noted that the most recent Cornwall Council Planning Newsletter references Class R applications and highlights the fact that Parish Councils are not consulted on such applications.
25-05/14	COMMITTEES AND TERMS OF REFERENCE The membership of the committees was reviewed. It was proposed by Cllr Stansfield, seconded by Cllr Trevarthen and RESOLVED by the Council to re-appoint Cllrs Dickin, Meads and Spencer as members of the Staffing Committee. Unanimous. Carried Cllr Dickin to send the Staffing Committee Terms of Reference to the Clerk
25-05/15	COUNCILLORS PORTFOLIOS Deferred until June
25-05/16	ANNUAL POLICIES REVIEW The Clerk confirmed that the Standing Orders, Financial Regulations, and Code of Conduct are up to date. A schedule of policies due for revision was circulated. Councillors agreed to review one policy per month, beginning with the Communications Policy in June.
24-05/17	CLERK'S REPORT AND CORRESPONDENCE a) Report from Clerk and correspondence received The Clerk informed the Council of correspondence received regarding an incident involving individuals cooking a BBQ on the Village Green, as well as picnic benches being moved and not returned to their original positions. The Council discussed the implications of the above. No further action at present.

25-05/18	FINANCE a) To RECEIVE Annual Report from the RFO b) The Clerk circulated the report. It was suggested that some of the smaller expenditure items shown in the charts be amalgamated into a single category for clarity. Councillors agreed that the final report should be published in the digital newsletter. c) To RECEIVE and NOTE the bank reconciliation as of the 30th April 2025 – deferred until June d) To RECEIVE and APPROVE May 2025 Payment The Clerk presented the payment schedule and invoices. It was proposed by Cllr Stansfield, seconded by Cllr Trevarthen and RESOLVED by the Council to approve the payments. Unanimous. Carried e) To CONSIDER Payroll arrangements The Clerk informed the Council that she could not download the updated version of HMRC PAYE software onto the existing laptop. She further added that some of the most popular paid software is not compatible with MAC machines either. She suggested to either replace the laptop with a Window machine or outsource the Payroll services. It was proposed by Cllr Meads, seconded by Cllr Spencer and RESOLVED by the Council to authorise the laptop replacement with a Window operating machine and allocate a budget of up to £1000 towards it . Unanimous. Carried.
25-05/19	COMMUNICATION AND COMMUNITY ENGAGEMENT a) BT Phone box The Clerk reported that the deadline for response to the BT consultation had been extended until 14th May. Councillors reiterated concerns about communication difficulties due to poor mobile coverage in Blisland and transition to VOIP communication. It was proposed by Cllr Spencer, seconded by Cllr Stansfield, and RESOLVED by the Council to send a letter to BT requesting that the phone box and associated equipment be retained. If this is not possible, the Council will request to adopt it. Unanimous. Carried.
25-05/20	VILLAGE GREEN a) RoSPA Safety Inspection Report noted. The Clerk confirmed Caps arrived The Clerk circulated the report of the annual play equipment safety inspection prior to the meeting. The report was noted by the Council. The Clerk confirmed that the bolt caps for the swing have now arrived. b) News article for the Parish magazine The proposed draft was circulated prior to the meeting and noted by the Council. No further amendments proposed. The Council agreed to postpone the submission of the approved article until the July edition. c) It was reported that the wording on the Millenium stone on the Village Green has faded and need repainting. Cllr Trevarthen agreed to carry out repainting.

25-05/21	ENVIRONMENT a) Works at SW Water Treatment Plant Cllr Sutton updated the Council on the SW plans to repair the lane. It was agreed not to take any further actions at present. b) Litter picking Councillors reported that the litter picking equipment which used to be stored at the Village Hall could not be found. The Clerk updated the Council that litter picking events can be supported by submitting requests via https://www.cleancornwall.org/litter-picks. She added that they can also lend equipment and arrange collection of the litter.
25-05/22	HIGHWAYS AND FOOTPATHS To RECEIVE information, DISCUSS and RESOLVE a course of action as appropriate. a) Community Speed watch Scheme Cllr Stansfield informed the Councillors that the neighbouring parish started community speed watch and enquired whether Blisland Parish council would like to start the initiative as well. The Council agreed to defer it until June. Blocked path 503/20/1 and 2 need to be reported to the footpath officer
25-05/23	TRAINING AND MEETINGS ATTENDED
25-05/24	DIARY DATES: a) Working Group 16th May 10am b) Training dates: Clerk to circulate - Thursday 12 June (16.00-17.00) National, Local and Neighbourhood Planning Policy - Thursday 10 July (16.00-17.30) Enforcement and Compliance
25-05/25	FUTURE AGENDA ITEMS: 1. Annual audit and AGAR forms – June 2. New noticeboard and shop front – June 3. SW Water plant complaint - June 4. Village Green Trees report 5. Community Speed Watch – June 6. A note for the parish magazine/news letter about the outgoing Cllr Jenny Cruse – Cllr Dickin to action 7. Councillors' portfolios
25-05/26	The meeting closed at 21:43

Signed

Chair Stephanie Meads

Date 26th June 2025