



: Blisland Parish Council

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MINUTES FOR THE PARISH COUNCIL MEETING HELD ON 24th July 2025

Member present: S Meads (Chair), K Dickin (Vice-Chair), A Green, P Kennen, J Stansfield, M Trevarthen,

Also present: Co-option candidate – Jenny Cruse, 7 members of the public (present in part)

AGENDA REFERENCE	DESCRIPTION
25-07/01	PERSONS PRESENT/APOLOGIES Apologies received from Cllr Spencer and Cllr Sutton
25-07/02	MEMBERS DECLARATIONS a. Pecuniary/Registrable Declarations of Interests b. Non-Registrable Interests c. Declaration of Gifts None
	<i>The chair moved agenda items 4, 5 and 9 forward for the benefit of the public</i>
25-07/04	PUBLIC FORUM The Chair of St Breward Community Bus, Barry Cornelius, updated the Council that they have appointed a new Camel Valley Transport Coordinator. This role is publicly funded and will involve working with other transport operators in the area. He also noted that the Association recently attended an informative seminar in St Austell where funding for community transport was discussed. He further reported that the organisation has recently changed the name to Camel Valley Connect, secured some Community Area Partnership (CAP) funding and is exploring the expansion of services to cover Luxulyan, St Tudy, and other neighbouring settlements. Although the finances are not in deficit, they have not yet managed to increase revenue, and with an ageing bus fleet, any support is welcome. The newly appointed coordinator, Graham Cartwright, shared that he previously worked as an operations manager for Bridgend Community Transport, providing services for partially sighted people, including transport to lunches and hospital appointments. He is also qualified to deliver MiDAS (Minibus Driver Awareness Scheme) training to drivers, ensuring competency.

	Cornwall Councillor for Tintagel and St Teath, and Chair of the Camel Valley Sustainable Transport Sub-Committee, David Garrigan, also attended in support of the St Breward Community Bus Association. He emphasised the importance of maintaining the service, which fills a vital gap in transport provision that was previously covered by social services. There are plans to integrate a range of needs, from hospital transport to car share schemes.
25-07/05	To CONSIDER grant application from St Breward Community Bus The Council considered the application in relation to the current local economic and transport environment, and the benefits to the local community. It was proposed by Cllr Dickin, seconded by Cllr Stansfield, and RESOLVED by the Council to support the application under the powers granted by Section 106A of the Transport Act 1985. Unanimous. Carried. The Clerk to action.
19:23	4 members of the public left the meeting
25-07/09	PLANNING APPLICATIONS AND PRE-APPLICATIONS a) PA25/04896 - The Salt Box Cassacawn Blisland Bodmin Cornwall PL30 4JU Demolition of front porch with reconstruction. Erection of two-storey rear extension to provide a dining room and second bedroom The Council considered the application and raised concerns about the increased volume of fenestration on the western elevation of the building. It was proposed by Cllr Trevarthen, seconded by Cllr Green, and RESOLVED by the Council to support the application, subject to the fenestration meeting appropriate design standards and not resulting in excessive light spill, especially within the Dark Skies designated area. Unanimous. Carried.
19:29	2 members of the public left the meeting
	b) PA25/04647 - Proposal Certificate of Lawful Development for an existing use namely continued use of converted buildings as two residential dwellings The Council considered the application and asked the agent in attendance, who is representing the applicant, for clarification regarding the removal of development images that had been uploaded to the planning portal at the time of validation. The agent responded that the images were taken down due to privacy concerns expressed by the applicant. The Council noted that this retrospective application was submitted 42 days after the applicant stepped down as a Cornwall Councillor. It is the Council's opinion that, as a former member of the Cornwall Council East Area Planning Committee, the applicant should be fully aware of planning regulations. It remains unclear why proper procedures were not followed in this case. The Chair, Cllr Meads, suggested that the Council considers the following draft response: <i>Blisland Parish Council considered the application at its meeting on the 24th July, and does not believe, under the circumstances, that it is qualified to make a determination as to the lawfulness or otherwise of this application.</i> <i>However, given the sensitive nature of the application, the Council does believe that the decision as to whether or not the Lawful Development Certificate should be granted,</i>

	<i>should be made by Cornwall Council elected Councillors sitting as the constituted Planning Committee, with advice from the Council's Planning Solicitor.</i> It was proposed by Cllr Stansfield, seconded by Cllr Trevarthen and RESOLVED by the Council to submit the suggested comment onto the planning portal. Unanimous. Carried
19:39	1 member of the public left the meeting
25-07/03	CO-OPTION APPLICATION The Council received a co-option application from Jenny Cruse, who previously served as the elected divisional member prior to May 2025. The application had been circulated in advance, and Jenny Cruse was invited to ask any questions. Ms. Cruse enquired about the validity of the existing Neighbourhood Development Plan (NDP) and whether the Council had registered an interest in producing a Neighbourhood Priorities Statement (NPS). The Council confirmed that the current NDP remains valid until September 2028, and that an expression of interest for the NPS has been formally registered. There being no further questions, it was proposed by Cllr Meads, seconded by Cllr Dickin, and RESOLVED by the Council to co-opt Jenny Cruse to Blisland Parish Council. Unanimous. Carried
25-07/06	CORNWALL COUNCILLOR'S REPORT Cllr Batters, who was not in attendance, submitted a written report prior to the meeting which had been circulated to all members of the Council. The Council noted the contents of the report, particularly the response regarding potential enforcement action in relation to the fence installed in breach of planning regulations. Having considered possible next steps, it was proposed by Cllr Stansfield, seconded by Cllr Green, and RESOLVED by the Council to write to the Planning Enforcement Team, setting out the importance of adherence to the original plans submitted at the planning application stage and the harm the fence has created to the setting of the Conservation Area and a Grade 2 Listed Building. Unanimous. Carried. Cllr Stansfield to draft the letter.
25-07/07	APPROVAL OF MINUTES The Minutes of Blisland Parish Council Ordinary Meeting of 26th June 2025 having been previously circulated, are taken as read. It was proposed by Cllr Meads, seconded by Cllr Trevarthen and RESOLVED by the Council to approve the minutes as true and accurate record of the Meeting of 26th June 2025. Unanimous. Carried
25-07/08	MATTERS ARISING FROM PREVIOUS MEETINGS It was reported that the replacement of the damaged cattle grid, which was previously scheduled for 18th August 2025, is now planned for 18th September 2025. It was confirmed that Cllr Spencer has procured the litter picking equipment. No progress was reported regarding the new notice board. Cllr Cruse accepted the nomination of School Liaison Officer. And the representative on the Blisland Village Hall Committee.

25-07/10	PLANNING DECISIONS a) PA25/04476 - Hawks Tor Farm Blisland Bodmin Cornwall PL30 4LD. Prior notification of agricultural or forestry development for works to the existing track Prior approval not req'd(PA/AF/TEL/DEM/) 04 Jul 2025 b) PA25/02232 - St Protus And St Hyacinth Church Blisland Bodmin Cornwall PL30 4J Change of use of agricultural land to form a graveyard extension to the existing Graveyard of St Protus & St Hyancinth Church, Blisland, Cornwall Approved (Statutory/one condition only) 26 Jun 2025 c) PA22/06256 Land West Of Little Place Blisland Bodmin Cornwall PL30 4JF Finally Disposed of [Article 36(13)] 20 Jun 2025 The above was noted by the Council
25-07/11	OTHER PLANNING MATTERS To NOTE and RECEIVE UPDATES on other planning matters, late Decisions and Urgent Correspondence a) Application of the December 2024 NPPF Deferred until further notice
25-07/12	ANNUAL POLICIES REVIEW To REVIEW adopted policies a) Grievance Policy Deferred until September 2025
25-07/13	CLERK'S REPORT AND CORRESPONDENCE To RECEIVE Clerk's Report and NOTE correspondence. a) Letter from Rachel Tatlow ref damaged cattle grid – The letter was circulated prior to the meeting and noted by the Council b) Breach of permitted development order – Cornwall Council upheld the request for investigation of the alleged breach of the permitted development order. The confirmation was circulated prior to the meeting and noted by the Council c) Urgent correspondence received after the despatch of the agenda - None
25-07/14	FINANCE a) To NOTE external auditor query A copy of the external auditor email was circulated to the Council prior to the meeting. The Clerk confirmed that she requested Carolyn May, as the RFO to the Council to respond to the query. The Council acknowledged the email and requested that a copy of the RFO response is made available to the Council. b) To RECEIVE and NOTE the bank reconciliation as of the 30th June 2025. The Clerk provided a verbal updated which was noted by the Council c) To RECEIVE and APPROVE June 2025 Payment Schedule The Clerk presented a schedule of payments and the related invoices. It was proposed by Cllr Dickin, seconded by Cllr Stansfield and RESOLVED by the Council to approved the payments. d) To CONSIDER grant request from the Village Hall – deferred until the next meeting of the Council

25-07/15	COMMUNICATION AND COMMUNITY ENGAGEMENT a) Website update The working group reported that, during an online meeting held on 14th July 2025, they considered various options and shortlisted three providers, including the current one. The Council agreed that while retaining the current provider may be the least disruptive option, the costing for the website redesign and update remains unclear. It was proposed by Cllr Stansfield, seconded by Cllr Dickin, and RESOLVED by the Council to arrange an online meeting with the current provider to clarify the position and obtain a firm quote. Unanimous. Carried. It was further agreed to review the existing documents on the website and remove any that are no longer relevant.
25-07/16	INSTITUTE a) Improvement works schedule following pre-app Cllr Dickin reported that the pre-application (pre-app) had been prepared and sent to the Clerk for submission. The Clerk confirmed that she would submit the pre-app the following day. The Council considered the next steps following the findings of the pre-app, including whether a professional planning agent should be engaged to prepare and submit the full planning application when required. It was noted that the cost may vary depending on the complexity of the application. It was proposed by Cllr Trevarthen, seconded by Cllr Stansfield, and RESOLVED by the Council to engage a professional agent for the full planning application, once the pre-app report is received and the Council is ready to proceed to the next stage. Unanimous. Carried.
25-07/17	HIGHWAYS AND FOOTPATHS To RECEIVE information, DISCUSS and RESOLVE a course of action as appropriate. a) Community Speed watch Scheme The Council considered setting up a community speed watch and agreed that at present it is not viable. b) Market stall outside Newton House The Council noted that a private stall had been installed on part of the Village Green. Members expressed concerns regarding the precedent this might set, as well as the potential impact on trade for the Community Shop. It was also agreed that the stall could be made more visually appealing. It was proposed by Cllr Trevarthen, seconded by Cllr Dickin, and RESOLVED by the Council that Cllr Cruse will discuss the matter with the owner of the stall. Unanimous. Carried.

25-07/18	TRAINING AND MEETINGS ATTENDED The Clerk informed the Council that all newly elected Councillors are required to undertake Code of Conduct training within six months of taking office, in accordance with the adopted Standing Orders. The training is available as a recorded session for those unable to attend scheduled live sessions. Cllr Stansfield reported that he attended the July CAP meeting, where a new Community Transport sub-group has been established. He encouraged Councillors to attend the next meeting, scheduled for September, and Cllr Cruse confirmed she would attend. Cllr Stansfield also informed the Council that the Bishop is planning a visit to the local church and suggested that two Council representatives attend the event. Further details will be circulated once confirmed.
25-07/19	DIARY DATES: a) Next Full Council meeting – 25th September 2025 b) Code of Conduct training 3rd Sept, 24th Sept 6.30-8.30 - online c) Wed 06 Aug 2025 10:00 - 12:00 - Coffee with cops – Blisland village shop The above was note by the Council
25-07/20	FUTURE AGENDA ITEMS: Cllr Cruse requested that volunteering for <i>Campaign for the Preservation of Rural England</i> is put on the next month agenda
25-07/21	TO CLOSE THE MEETING The meeting closed at 21:40

Signed

Chair Stephanie Meads

Date 25th September 2025