: Blisland Parish Council

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MINUTES FOR THE PARISH COUNCIL MEETING HELD ON 16th of June 2025

Member present: S Meads (Chair), K Dickin (Vice-Chair), L Spencer (present in part), M Trevarthen, J. Stansfield, P Kennen, G Sutton

Also present: 1 member of the public, Cornwall Councillor Chris Batters (present in part)

AGENDA REFERENCE	DESCRIPTION
25-06/01	**PARISH COUNCILLORS'DECLARATION OF ACCEPTANCE OF OFFICE** Cllr Spencer confirmed that the declaration of acceptance of office was signed at the meeting on the 14th May 2025
25-06/02	**PERSONS PRESENT/APOLOGIES** To **NOTE** persons, present and **RECEIVE** apologies for absence. Apology received from Cllr Green. Cllr Spencer informed the Council that he would need to leave earlier and asked to bring agenda items 19a and 20 forward.
25-06/03	**MEMBERS DECLARATIONS** None
25-06/04	**PUBLIC FORUM** The Chair of the Community Association – Steve O'Connell reported to the Council that a new committee was formed 7 weeks ago. He continued to say that the Post Office creates footfall but is running at a loss. The café and craft areas are buoyant, while the kitchen refit is on hold. They are currently carrying out a review of stock buying, aiming to increase stock turnover and decrease waste. Prices are competitive with supermarkets, and they are looking to introduce new deals regularly. A recent deal includes preferential terms for Wadebridge Wines. A fundraiser generated £600. Installation of solar panels was recently discussed, and Cllr Stansfield offered his support in terms of grant applications. A new website was also discussed, with links to social media. Overall, the shop is working towards increasing awareness and footfall. Recent funding has been secured which will allow coverage of staff costs for one member of staff for 25 hours a week for 12 months. However, more volunteers are needed, and the Community Association will welcome a Parish Councillor to be on the Committee. The Council thanked Steve for the update. Cllr Sutton also passed thanks to Steve's son Nigel for helping with the clearance of vegetation behind the institute.

19:15	**Member of the public left the meeting**
25-06/05	**APPROVAL OF MINUTES** Minutes of the meeting of **14th May 2025** having been previously circulated, were taken as read. It was **proposed** by **Cllr Dickin**, **seconded** by **Cllr Spencer** and **RESOLVED** by the Council to approve the minutes as true and accurate record of the meeting of 14th of May 2025
25-06/07	**MATTERS ARISING FROM PREVIOUS MEETINGS** - The Council received a response from Wildent and had no further follow up. It was **proposed** by **Cllr Spencer**, **seconded** by **Cllr Dickin** and **RESOLVED** by the Council to write another letter to the Wiladant representative. - The Clerk confirmed that the breach of permitted development order had been reported to Cornwall Council. Cornwall Councillor Batters advised that Cornwall Council is no longer dealing the breach of planning policy related to fencing. He was not certain of the reason but thought it might be to do with the financial pressure and lack of resources. - The Clerk confirmed that the missing bolt caps for the swing had been delivered. - The council discussed the options for organising the litter picking. It was **proposed** by **Cllr Sutton**, **seconded** by **Cllr Stansfield** and **RESOLVED** by the Council to allocate a budget of £25 for the purchase of litter picking equipment.
25-06/19	**COMMUNICATION AND COMMUNITY ENGAGEMENT** a) Website update ***– Agenda item brought forward at the request of Cllr Spencer.*** Cllr Spencer raised concerns about migrating to the new domain. He informed the Council that ICT Connect owns the current domain, which could cause complications if the Council decides to change the provider. There is an option to keep the email hosting separate from the website hosting, though this may lead to additional costs. It was agreed that a working group would be formed, consisting of the Clerk, Cllr Stansfield, Cllr Dickin, and Cllr Spencer, and that a Zoom meeting will be arranged to discuss the options.
25-06/20	**INSTITUTE** a) Improvement works following the survey ***- Agenda item brought forward at the request of Cllr Spencer*** An opinion was sought from the Cornwall Council Historic Environment Group Leader regarding the work schedule articulated in the Heritage Survey and particularly as to which ventilation system should be installed. She recommended that a pre-application (pre-app) be submitted to Cornwall Council, so that a conservation officer could review the details and provide recommendations. It was queried whether there was sufficient information for the pre-app, and it was agreed that the survey contained enough detail at this stage to proceed. It was proposed by Cllr Dickin, seconded by Cllr Trevarthen, and RESOLVED by the Council to prepare the pre-application. Cllr Meads will action this.

20:04	***Cllr Spencer left the meeting***
25-06/09	**CORNWALL COUNCILLOR'S REPORT** Newly elected Cornwall Councillor – Chris Batters informed the Council that he has been elected as Chair of the Strategic Planning Committee. He confirmed that he would look into the reported breach of planning regulations relating to the fence and would casue a copy of the Enforcement letter that articulated why no action was to be taken. He also advised the Council that, following a serious road accident at Tresarret Junction, the Highway Authority will install advanced warning signs, resurface part of the road, and repaint the lines. Additionally, he informed the Council that he had received an email raising concerns about the stones on the village green potentially posing a hazard to passing vehicles. The Council enquired about the replacement of the broken cattle grid from Carwen Road to Kennel Hill and asked about the expected timeframe for this replacement.
20:11	***Cornwall Councillor Batters left the meeting***
25-06/08	**COUNCIL MEMBERSHIP** The Council acknowledged the resignation of Cllr Shannon due to increased workload and conflicting commitments. An application for the existing vacancy was received from Jenny Cruse. The Council agreed that her experience and knowledge would be very valuable. It was **proposed** by **Cllr Stansfield**, **seconded** by **Cllr Dickin**, and **RESOLVED** by the Council to invite Jenny Cruse to the next meeting to give an opportunity for questions to be asked.
25-06/10	**PLANNING APPLICATIONS AND PRE-APPLICATIONS** a) **PA25/04476** - Hawks Tor Farm Blisland Bodmin Cornwall PL30 4LD. Prior notification of agricultural or forestry development for works to the existing track The above was noted by the Council
25-06/11	**PLANNING DECISIONS** **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. Trewint Cottage Blisland Bodmin Cornwall PL30 4HX. **Granted (CAADs, PIPs and LUs only) 13 Jun 2025** b) **PA25/02372**| - Certificate of lawfulness for the siting of a non-residential caravan on agricultural land, used as worker rest room only in connection with seasonal lambing. Land North East Of Bradford Cottage, East Of De Lank River Blisland Bodmin Cornwall PL30 4LF. **Granted (CAADs, PIPs and LUs only). 02 Jun 2025** c) **PA24/03077**|Change of use from agricultural storage to C3 dwellinghouse (part retrospective). Land South East Of Jollibrook Barn Temple Bodmin Cornwall PL30 4HP **Approved with conditions. 12 May 2025** d) **PA25/01909** Penlectra Pendrift Blisland Bodmin Cornwall PL30 4JT Construction of a replacement dwelling without compliance with condition 2 of decision notice PA18/07533 dated 22.10.2018. **Approved with conditions 09 May 2025**

	e) **PA25/01962**|Submission of details to discharge Condition number 4 in respect of Decision Notice PA24/03606 dated 17/10/2 **S52/S106 and discharge of condition apps. 15 May 2025** f) **PA25/02395**|Conversion and extension of garage to form residential annexe| Little Place Blisland Bodmin Cornwall PL30 4JF. **Approved with conditions. 20 May 2025** The above was noted by the Council
25-06/12	**OTHER PLANNING MATTERS** To **NOTE** and **RECIEVE UPDATES** on other planning matters, late Decisions and Urgent Correspondence a) PA24/08450 - 24/03077 Development on Land South East Of Jollibrook Barn Temple Bodmin Cornwall PL30 4HP. Response from the planning authority The Council received a response from the planning authority was circulated to the members prior to the meeting. It was noted that the Chief Planning Officer referred to the central government policy recommending a light touch approach when considering class R development application. However, the regulations obtained via the FOI request dd not contain any reference to the said recommendation, and determines an established agricultural unit as a building used for commercial or trading purposes. The subsequent response from the planning authority legal department used the terminology – accepted practice. It was **proposed** by **Cllr Dickin**, **seconded** by **Cllr Kennen** and **RESOLVED** by the Council to write a rebuttal letter to the monitoring officer. Unanimous. Carried b) It was reported that the façade of the listed cottage next to the pub had been modified without a prior planning consent. It was proposed by **Cllr Stansfield**, **seconded** by **Cllr Kennen** and **RESOLVED** by the Council to report the mater to the planning enforcement team and copy Tammy White. Unanimous. Carried
25-06/13	**COUNCILLORS PORTOFLIOS** The Council reviewed the vacancies arising from the resignation of Cllr Shannon. It was **proposed** by **Cllr Trevarthen**, **seconded** by **Cllr Stansfield,** and **RESOLVED** by the Council to defer the nomination for the Village Hall committee and School Liaison representative and to nominate Cllr Sutton as the Village Shop representative. Unanimous. Carried The Clerk will write to the Village Shop advising them of Cllr Sutton's nomination.
25-06/14	**NEIGHBOURHOOD PRIORITIES STATEMENT** It was **proposed** by **Cllr Stansfield**, seconded by **Cllr Trevarthen**, and **RESOLVED** by the Council to produce the Neighbourhood Priorities Statement and write to Cornwall Council Director of Planning Policy and the Neighbourhood Development Team, advising them of the Council's intention once the pilot scheme is completed.
25-06/15	**ANNUAL POLICIES REVIEW** a) Communication policy The Clerk circulated the Communication Policy prior to the meeting. The policy was reviewed and amended. It was **proposed** by **Cllr Stansfield**, **seconded** by **Cllr Trevarthen**, and **RESOLVED** to adopt the revised Communication Policy, which will replace the previous version and the separate Digital Communication Policy/Protocol.

25-06/17	**CLERK'S REPORT AND CORRESPONDENCE** The Clerk reported the following: a) Update on remote attendance and proxy voting consultation The recent consultation showed overwhelming support for remote meetings, and a small majority against the introduction of proxy voting. The government has indicated that legislation will be changed to enable the use of remote and hybrid meetings, and to allow proxy voting in special circumstances. These changes are likely to be introduced in 2026 or later. b) Letter from Citizens Advice Cornwall The Clerk circulated a letter from Citizen Advice Bureau prior to the meeting, which was noted by the Council. c) Grants from Prime Foundation The Clerk circulated a letter from Prime Foundation concerning the grants available to Community Groups in Cornwall. It was agreed to include the information in the digital newsletter
25-06/18	**FINANCE** a) Annual Accounting and Governance Review 2025/26 i. To **RECEIVE** Internal Audit report The report was circulated prior to the meeting and noted by the Council ii. To **CONSIDER** Conflict of Interest form with BDO LLP No interest was declared. It was proposed by Cllr Stansfield, seconded by Cllr Dickin and RESOLVED by the Council to sign the form. The form was duly signed by the Clerk and the Chair iii. To **CONSIDER** Annual Governance Statement. The draft statement was circulated prior to the meeting. It was proposed by Cllr Dickin, seconded by Cllr Stansfield and RESOLVED by the Council to accept the statement. Unanimous. Carried. The statement was duly signed by the Clerk and the Chair. iv. To **CONSIDER** Annual Accounting Statement The draft statement was circulated prior to the meeting. It was proposed by Cllr Stansfield, seconded by Cllr Dickin and RESOLVED by the Council to accept the statement. Unanimous. Carried. The statement was duly signed by the Chair. ***b)*** To **RECEIVE** and **NOTE** the bank reconciliation as of the 31st May 2025 – ***deferred until July*** c) To **RECEIVE** and **APPROVE** June 2025 Payment Schedule The Clerk presented the payment schedule to the Council. It was **proposed** by **Cllr Trevarthen**, **seconded** by **Cllr Dikin** and **RESOLVED** by the Council to approve the payments as presented. Unanimous. Carried d) To **CONSIDER** quotes for a new laptop The Clerk circulated 3 quotes for consideration of the Council. Having reviewed the option, it was **proposed** by **Cllr Stansfield**, **seconded** by **Cllr Dickin** and **RESOLVED** by the Council to approve the purchase of the new laptop. Unanimous. Carried.
25-06/19	**COMMUNICATION AND COMMUNITY ENGAGEMENT** To **CONSIDER** and **RESOLVE** a course of action as appropriate: a) Website update Resolved earlier b) New notice board at the shop It was agreed to wait for the updates from the newly formed Community Association Committee c) Draft issue of the digital newsletter

	A draft of the digital newsletter was circulated prior to the meeting. Cllr Stansfield noted that residents are concerned about the lack of affordable housing in the area and stressed the importance of highlighting the available options and how to access them. It was **proposed** by **Cllr Stansfield**, **seconded** by **Cllr Dickin**, and **RESOLVED** by the **Council** to publish the digital newsletter as drafted. Unanimous. Carried
25-06/21	**ENVIRONMENT** a) Works at SW Water Treatment Plant Cllr Stansfield informed the Council of a new government scheme allowing to penalise water companies. The Council reviewed the information and agreed that the scheme is primarily focused on addressing water pollution issues. It was agreed that no further action will be taken. b) Clearing of vegetation around the drainage culvert by the phone box It was reported that access to the phone box is blocked by overgrown vegetation, which is also obstructing the culvert. It was proposed by Cllr Trevarthen, seconded by Cllr Stansfield, and RESOLVED by the Council to instruct the grass cutting contractor to clear the overgrowth. Unanimous. Carried. The Clerk to action. Unanimous. Carried. The Clerk to action
25-06/20	**INSTITUTE** a) Improvement works following the survey - ***Resolved earlier***
25-06/22	**HIGHWAYS AND FOOTPATHS** a) Community Speed watch Scheme - ***deferred until July*** b) Information on road closures – ***Circulated prior to the meeting and noted by the Council*** c) Accidents at Tresarrett Junction PL30 4QF – ***covered earlier*** d) Tresarrett Granite way marker – It is unknown who repaired the marker
25-06/23	**TRAINING** AND **MEETINGS ATTENDED**
25-06/24	**DIARY DATES:** a) Next Full Council meeting on 24th July 2025 b) Code of conduct training – 10th July 2025 c) Camel Valley CAP meeting – 7th July 2025 – hybrid meeting 18:30-20:30
25-06/25	**FUTURE AGENDA ITEMS:**
25-06/26	**TO CLOSE THE MEETING** The meeting closed at 22:15

Signed *Chair Stephanie Meads* Date 24th July 2025