

## BREAGE PARISH COUNCIL

Mrs Carol Macleod Clerk/RFO to the Council Parish Rooms Breage HELSTON TR13 9PD Tel: 01326 574781/07767165077  
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### **ANNUAL PARISH COUNCIL MEETING TO BE HELD FOLLOWING THE ANNUAL PARISH MEETING IN THE PARISH ROOMS, BREAGE ON TUESDAY 05 MAY 2026**

To: Breage Parish Councillors: You are hereby summoned to attend this meeting.

To: Members of the Public: You are hereby invited to attend this meeting.

You may contact the Parish Clerk on 01326 574781/07767165077 or email [clerk@breagepc.org.uk](mailto:clerk@breagepc.org.uk)

 Recoverable Signature

**X** D Rutherford

David Rutherford

Clerk/RFO to Breage Parish Council

Signed by: 2635630a-cbdb-4eaa-af3c-a9b5f8625bfd

#### **AGENDA**

##### **1.FIRE EVACUATION PROCEDURE**

##### **2.APOLOGIES FOR ABSENCE**

a) To receive and accept apologies for absence

##### **3. ELECTION OF CHAIRMAN FOR THE YEAR 2026/2027**

##### **4.TO RECEIVE CHAIRMAN'S DECLARATION OF OFFICE**

##### **5. ELECTION OF VICE-CHAIRMAN FOR THE YEAR 2026/2027, should the council wish to elect one.**

##### **6.DECLARATION OF INTERESTS**

i) Members to ensure that their registers of interest are up-to-date

##### **7. PARISH COUNCIL WORKING GROUPS/TEAMS/COMMITTEES AND/OR OUTSIDE ORGANISATIONS**

**a) Members to be nominated - Chairman is ex-officio on all Committees**

**b) Names to be listed and resolved in one resolution**

##### **i) Finance and General Purposes Committee**

Standing orders 17, 18, 19, apply.

**3 Cllrs cannot be bank signatories Current: RR/GS/DT**

##### **ii) Bank Signatories**

4 Cllrs Current: AB/CMR/TW

##### **iii) Bank Payment authorisation**

2 Cllrs Current: CMR / TW

##### **iv) NEST Pension Councillor**

Clerk is responsible for the Nest pension account

##### **v) GDPR Councillor**

1 Cllr Current: LC

Data Controller - Clerk

##### **vi) Representatives Playing Fields and Village Halls**

Ashton Amenity Area - 2 Cllrs Current: HB /TW

Breage Village Hall – 1 Cllr Current: CMR to be replaced by GS

Breage Field – 1 Cllr Current: GS to be replaced by CMR

Carleen Village Hall– 1 Cllr Current: AB

Godolphin Cross Community Association – 1 Cllr Current: CMR

Praa Sands and District Community Centre – BPC Custodial Trustee 1 Cllr Current: DT

##### **vii) Staff working group personnel**

Standing order 20 applies

**4 Cllrs Current: TW/DT/RR/CT**

##### **viii) Footpaths and Open Spaces**

2 Cllrs Current: MS / LT

##### **ix) Cemeteries**

Clerk and 1 Cllr Current: TW

**x) H&Safety/Risk Assessment**

2 Cllrs Current: MS/CT

**xi Lengthsman Scheme**

1 Cllr Current: AB

**xii) S Kerrier Community Area Partnership**

1 Cllr Rep Current: CMR/RJ

**xiii) Trevurvas Pond**

2 Cllrs Current: DT/MS

**8.CONFIRMATION OF MINUTES OF THE ORDINARY PARISH COUNCIL MEETING held on 7 April and to approve the Annual report**

**9.PUBLIC PARTICIPATION** To include Cornwall Councillor’s report

**10.FINANCE**

**a) To review Financial Regulations and make any necessary resolution - Proposed - That the Council approves and adopts the Financial Regulations as presented.**

**b) To review Asset Register and make the following resolution – Proposed - The Council accepts, approves, and adopts the Asset Register as presented, noting that it has been reviewed and is an accurate record of the Council’s assets as of 05 May 2026.**

**c) To resolve to accept the Internal Auditor’s report and to accept satisfaction with the effectiveness of the Internal Audit that the Council receives – Proposed- The Council accepts the Internal Auditor’s Report for the financial year ending 31 March 2026, and notes the matters raised therein.**

**d) To resolve to action the approval of section 1, sound system of internal control and section 2, the end-of-year figures submitted by the RFO for external audit, and to agree to the signing.**

**e) To note that the dates for publication for the 2026/2026 Annual Return will be Monday 08 June 2026 and the dates of the period for the exercise of public rights are Tuesday 09 June 2026 to Tuesday 21 July 2026**

**f) To resolve to approve that payments may be made by BACS/CHAPS – to be authorised by a bank signatory and checked by a Member of the F&GP Committee on the bank statements.**

**ALL DOCUMENTS AVAILABLE FOR CLLR’S INSPECTION IN THE PARISH ROOMS.**

**g) To resolve to approve April payments**

No	Date	Paymer	Description	Supplier	Net	VAT	Total
1	09/04/2026	Bank	Insurance	Clear Councils	1,510.05	0.00	1,510.05
2	22/04/2026	Bank	Office supplies	Walker Fire (UK) Ltd	119.83	23.96	143.79
3	09/04/2026	Card	Office Goods	Currys	149.17	29.83	179.00
4	01/04/2026	DD	Rates Parish Rooms	Cornwall Council	61.60	0.00	61.60
5	23/04/2026	Bank	Office supplies	Primary PC Solution	3.00	0.60	3.60
6	15/04/2026	DD	Telephone and Internet	BT	118.40	23.68	142.08
7	21/04/2026	DD	Cemetery electricity	British Gas	12.60	0.63	13.23
8	26/04/2026	DD	Miscellaneous expend	Biffa	38.08	7.62	45.70
9	23/04/2026	Bank	Grass Cutting & weed killing	R Sanders	625.00	125.00	750.00
9	23/04/2026	Bank	Grass Cutting & weed killing	R Sanders	238.50	47.70	286.20
9	23/04/2026	Bank	Grass Cutting & weed killing	R Sanders	122.00	24.40	146.40
10	29/04/2026	Bank	Enhanced LMP	R Sanders	325.00	65.00	390.00
10	29/04/2026	Bank	Enhanced LMP	R Sanders	125.00	25.00	150.00
11	24/04/2026	Bank	s137 Grant	Ashton Village Hub	200.00	0.00	200.00
12	24/04/2026	Bank	s137 Grant	Praa Sands & District	200.00	0.00	200.00
13	24/04/2026	Bank	s137 Grant	Carleen Village Hall	200.00	0.00	200.00
14	24/04/2026	Bank	s137 Grant	Breage & District Sil	200.00	0.00	200.00
15	24/04/2026	Bank	s137 Grant	Breaney Methodist C	200.00	0.00	200.00
16	24/04/2026	Bank	s137 Grant	Breage Field Commi	200.00	0.00	200.00
17	24/04/2026	Bank	s137 Grant	Godolphin Cross Co	200.00	0.00	200.00
18	24/04/2026	Bank	s137 Grant	Breage Village Hall	200.00	0.00	200.00
19	24/04/2026	Bank	Breage Gardening	Karen Badger	1,100.00	0.00	1,100.00
20	24/04/2026	Bank	Ashton public realm	SWPSI Ltd	1,050.00	210.00	1,260.00
21	24/04/2026	Bank	Ground work Play/exercise equipr	RGB Building Suppli	115.16	23.03	138.19
22	27/04/2026	Bank	Salaries	Administration	49.92	0.00	49.92
22	27/04/2026	Bank	Salaries	Administration	1,848.16	0.00	1,848.16
23	27/04/2026	Bank	Salaries	HM Revenue & Cust	234.40	0.00	234.40
24	27/04/2026	Bank	Salaries	HM Revenue & Cust	88.88	0.00	88.88
25	27/04/2026	Bank	Employer's NI	HM Revenue & Cust	261.31	0.00	261.31
26	13/04/2026	DD	Mobile	EE	15.03	3.01	18.04
27	27/04/2026	Bank	Website	Vision ICT Ltd	145.00	29.00	174.00
28	20/04/2026	Card	Ground work Play/exercise equipr	Coo-var	79.02	15.80	94.82
29	24/04/2026	Bank	Lengthsman	R Sanders	1,344.00	268.80	1,612.80
					11,379.11	923.06	12,302.17

ii) April receipts

No	Date	Receipt	Description	Supplier	Net	VAT	Total
1	10/04/2026	Bank	Precept	Cornwall Council	50,500.00	0.00	50,500.00
2	07/04/2026	Bank	Donation	National Grid	175.00	0.00	175.00
3	13/04/2026	Bank	Enhanced LMP	Cornwall Council	6,775.00	0.00	6,775.00
4	16/04/2026	Bank	LMP Grant	Cornwall Council	5,262.16	0.00	5,262.16
4	16/04/2026	Bank	LMP Grant	Cornwall Council	2,824.57	0.00	2,824.57
5	20/04/2026	Bank	Cemetery Fees	FE Strike	250.00	0.00	250.00
6	22/04/2026	Bank	Trevurvas Pond	Cornish Tin	500.00	0.00	500.00
Total					66,286.73		66,286.73

f) To receive bank balances to 30 April 2026

Current Accounts

Savings

Ashton Amenity

Petty Cash - £155.00

**11. FOOTPATHS**

i) Report

**13. CEMETERY AND CLOSED GRAVEYARDS**

i) Update TW

**14. PLAYGROUND & EXERCISE AREAS**

i) Safety inspections of equipment are carried out and reports provided each month

Breage

ii) Update

Ashton

iii) Update

Praa Sands

iv) Update

**15. PARISH ROOMS**

i) The Clerk will work from the office in accordance with Lone Worker Policy as directed.

**ii) To resolve to make necessary amendments to Lone Worker Policy**

**16. POLICE**

i) Report GS

**17. S KERRIER COMMUNITY AREA PARTNERSHIP**

i) Update

**18. LENGTHSMAN**

i) Update

**19. TREVURVAS POND**

i) Report DT

**20. ASHTON VILLAGE HUB**

i) Update

**21. PRAA SANDS**

**22. CORNWALL COUNCIL LEGAL**

**i) To resolve to allow the Clerk to sign the legal agreement 2026 with Cornwall Council**

**23. CLERK'S REPORT** Previously circulated to Councillors

**24. MEMBERS' REPORTS TO THE COUNCIL AND REPORTS FROM OUTSIDE BODIES**

**25 MATTERS THE CHAIRMAN CONSIDERS TO BE OF AN URGENT NATURE**

**i) Update on weedkiller**

**26. DATES AND TIMES OF NEXT MEETINGS**

**ORDINARY PARISH COUNCIL PLANNING AND LAND USE MATTERS MEETING WEDNESDAY 27 MAY 2026; ORDINARY PARISH COUNCIL MEETING TUESDAY 2 JUNE 2026. MEETINGS TO BE HELD IN THE PARISH ROOMS AT 7.00 P.M. UNLESS OTHERWISE STATED.**