

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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ORDINARY PARISH COUNCIL MEETING TO BE HELD AT 7.00 P.M. IN THE PARISH ROOMS, BREAGE

ON TUESDAY 2 APRIL 2024

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

 Recoverable Signature

X Carol Macleod

Carol Macleod

Clerk and RFO to Breage Parish Council

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

AGENDA

1. FIRE EVACUATION PROCEDURE

2. DECLARATION OF INTERESTS IN ACCORDANCE WITH STANDING ORDERS

Each Member to ensure that their register of interests is up-to-date

3. APOLOGIES FOR ABSENCE

a) To receive and accept apologies for absence

4. CONFIRMATION OF THE MINUTES OF THE ORDINARY PARISH COUNCIL MEETING ON 5 MARCH 2024

5. PUBLIC PARTICIPATION To include Cornwall Councillor's report – previously circulated to Councillors

6. FINANCE

a) To resolve to approve Finance Regulations 6.6 Resolution use of a variable dd for payments to Engie for electricity supply to Parish Rooms and fixed dd payments to PWLB for streetlighting loan and Cemetery land purchase loan

b) To resolve to approve payments up to 31 March 2024

No	Date	Pay	Description	Supplier	Net	VAT	Total
384	04/03/2024	bank	Breage Gardening	Karen Badger	69.70		69.70
385	06/03/2024	bank	Office supplies	Banner Business Solutions Ltd T/A Complete	5.13	1.03	6.16
386	06/03/2024	bank	Lengthsman	R Sanders	2,400.00	480.00	2,880.00
387	06/03/2024	bank	Cemetery GRASS CUTTING	R Sanders	132.00	26.40	158.40
388	06/03/2024	bank	Grass Cutting & weed killing	R Sanders	117.00	23.40	140.40
389	06/03/2024	bank	Grass Cutting & weed killing	R Sanders	178.50	35.70	214.20
390	28/02/2024	bank	Salaries	Administration	1,498.24		1,498.24
391	28/02/2024	bank	Salaries	Administration	62.12		62.12
392	28/02/2024	bank	Salaries	HM Revenue & Customs	346.60		346.60
393	28/02/2024	bank	Employer's NI	HM Revenue & Customs	184.77		184.77
394	08/03/2024	dd	Cemetery electricity	Yu Energy	14.20	0.71	14.91
395	08/03/2024	dd	Salaries	NEST	252.31		252.31
396	08/03/2024	dd	Pension Employer	NEST	47.31		47.31
397	06/03/2024	dc	Office supplies	Alta & Co Trading Ltd	5.82	1.17	6.99
398	06/03/2024	dc	Office Goods	Picture Frames UK Ltd	5.79	1.16	6.95
399	06/03/2024	dc	Ashton Village Hub	RGB Building Supplies	30.00	6.00	36.00
400	11/03/2024	bank	Ashton Village Hub	RGB Building Supplies	92.30	18.46	110.76
401	11/03/2024	bank	Ashton Village Hub	RGB Building Supplies	64.07	12.81	76.88
402	11/03/2024	bank	Ashton Village Hub	RGB Building Supplies	81.34	16.27	97.61
403	11/03/2024	bank	Ashton Village Hub	RGB Building Supplies	10.01	2.00	12.01
404	11/03/2024	bank	Ashton Village Hub	RGB Building Supplies	1,297.34	259.47	1,556.81
405	11/03/2024	bank	Purchase of additional land for Cemetery	John Stuart Michell	20,000.00		20,000.00
406	07/03/2024	bank	Ashton Village Hub	Ashton Village Hub	-1,574.96		-1,574.96
407	11/03/2024	bank	Computer IT	Primary PC Solutions Ltd	42.36	8.47	50.83

408	11/03/2024	bank	Enhanced LMP	R Sanders	4,260.00	852.00	5,112.00
409	14/03/2024	bank	Parish Rooms maintenance	Pellows Waste Disposal Services Ltd	294.00		294.00
410	29/03/2024	bank	Play equipment inspection	SWPSI Ltd	33.33	6.67	40.00
411	29/03/2024	bank	Play equipment inspection	SWPSI Ltd	66.66	13.33	79.99
412	25/03/2024	dd	Electricity Parish Rooms	Engie Power Ltd	265.52	13.28	278.80
413	29/03/2024	bank	Lengthsman	R Sanders	2,927.50	585.50	3,513.00
414	28/03/2024	bank	Salaries	Administration	1,505.28		1,505.28
415	28/03/2024	bank	Salaries	Administration	61.92		61.92
416	28/03/2024	bank	Salaries	HM Revenue & Customs	348.80		348.80
417	28/03/2024	bank	Employer's NI	HM Revenue & Customs	186.26		186.26
418	29/03/2024	bank	Travel	Administration	57.05		57.05
419	15/03/2024	dd	Telephone and Internet	BT	150.56	30.11	180.67
420	29/03/2024	dd	Telephone and Internet	BT	10.00	2.00	12.00
421	27/03/2024	bank	Ashton Village Hub	RGB Building Supplies	46.14	9.23	55.37
422	27/03/2024	bank	Ashton Village Hub	RGB Building Supplies	93.60	18.72	112.32
423	22/03/2024	dc	Insurance	Cornish Mutual	10.35		10.35
424	16/03/2024	dc	Office supplies	MISP Ltd	5.63	1.13	6.76
425	28/03/2024	bank	Parish Rooms maintenance	Walker Fire (UK) Ltd	249.41	49.86	299.27
Total					35,933.96	2,474.88	38,408.84

c) March receipts up to 31 March 2024

No	Date	Receipt	Description	Supplier	Net	VAT	Total
48	12/02/2024	cheque to PO to bank	Cemetery fees	Pendle Funeral Services	250.00		250.00
49	13/02/2024	bank	Cemetery fees	Dignity Funeral Ltd	250.00		250.00
50	08/02/2024	bank	Cemetery fees	Long Rock Memorials	70.00		70.00
51	12/02/2024	bank	Enhanced LMP	Cornwall Council	2,500.00		2,500.00
52	04/03/2024	bank	Bank interest	Barclays	575.45		575.45
53	04/03/2024	bank	Bank interest	Barclays	0.15		0.15
54	08/03/2024	bank	Loan	PWLB	19,975.00		19,975.00
55	11/03/2024	bank	Cemetery fees	D A Knox	275.00		275.00
Total					23,895.60		23,895.60

d) To resolve to accept the insurance quote from Clear Councils as recommended by the Clerk

e) To resolve to approve April payments

No	Date	Receipt	Description	Supplier	Net	VAT	Total
1	01/04/2024	dd	Rates Cemetery	Cornwall Council	53.90		53.90
2	02/04/2024	dd	Parish Rooms Water	Source for Business	24.24		24.24
3	02/04/2024	dd	Cemetery Water	Source for Business	32.38		32.38
4	04/04/2024	dd	Salaries	NEST	254.03		254.03
5	04/04/2024	dd	Pension Employer	NEST	47.63		47.63
6	13/04/2024	dd	Adobe Subscription	Adobe	17.62	3.52	21.14
7	13/04/2024	bank	Insurance	Clear Councils	1,163.69		1,163.69
8	03/04/2024	bank	Cemetery GRASS CUTTING	R Sanders	132.00	26.40	158.40
9	03/04/2024	bank	Grass Cutting & weed killing	R Sanders	117.00	23.40	140.40
10	03/04/2024	bank	Grass Cutting & weed killing	R Sanders	304.50	60.90	365.40
11	03/04/2024	bank	Trevurvas Pond	R Sanders	175.00	35.00	210.00
Total					2,321.99	149.22	2,471.21

f) To receive bank balances

g) To resolve to agree that the Clerk may sign the Cornwall Council Service Level Agreement (SLA) and terms of business relating to the provision of legal services for the forthcoming year, from 1 April 2024, £125 plus VAT per hour. No charge if not used.

7. FOOTPATHS

i) Report MS

ii) Update DMMO

8.HIGHWAYS

9. CEMETERY AND CLOSED GRAVEYARDS

i) Update

ii) Burial of ashes 20 March - Alfred Henry Knox Sec1 Row 17 Grave 356; Burial of ashes 8 April – Edward Charles and Patricia Anne Cole CR49

iii) Valuation Office HMRC request for information re. Cemetery

Report- Clerk

10. PLAYGROUND & EXERCISE AREAS

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

ii) Breage Field

Report on planned work AB

Report on drainage AB

Report on Committee Activity CMR

iii) Ashton Field

Update HB

iv) Praa Sands

Update MS

11. PARISH ROOMS

i) The Clerk will continue to work from the office in accordance with Lone Worker Procedure as directed. The Clerk, as Lone Worker will text Mr Macleod two-hourly when she is at work. He will return the text as soon as is possible

12. POLICE

i) Reports have been circulated to Councillors throughout the month DT

13. S KERRIER COMMUNITY AREA PARTNERSHIP

i) Update CMR

ii) Update Godolphin Cross Highways Scheme

14. LENGTHSMAN

i) Update AB

15. TREVURVAS POND

i) A report has been circulated to Councillors DT

16. ASHTON VILLAGE HUB

i) Update on activities NR

ii) Update building work TW

17. GODOLPHIN SNOOKER CLUB

i) Update – AB

18. GODOLPHIN SHUTE

i) Update – AB

19. THE WELLOE

i) Welloe TR20 9TQ Premises licence application

To discuss - it is noted that representations must be made by 12 April

ii) **To resolve to make representation to Cornwall Council**

20. CLERK'S REPORT Previously circulated to Councillor

21. MEMBERS' REPORTS TO THE COUNCIL AND REPORTS FROM OUTSIDE BODIES 191. MATTERS THE CHAIRMAN CONSIDERS TO BE OF AN URGENT NATURE

22. DATES AND TIMES OF NEXT MEETINGS

Ordinary Parish Council Meeting Tuesday 2 April 2024; Meeting to discuss and vote on Planning and Land use matters Wednesday 24 April 2024; Annual Parish Meeting Tuesday 7 May 2024 at 6.30 p.m. followed by Annual Parish Council Meeting. Meetings, unless otherwise noted, to be held in the Parish Rooms, Breage at 7.00 p.m.

23. EXCLUSION OF PRESS AND PUBLIC To resolve that Members of the Press and Public be excluded from the meeting on the grounds that agenda items that have been allocated here from the meeting may be discussed, due to the likely disclosure of exempt information as defined in Part 1, Schedule 12A of the Local Government Act 1972

24. CLEANER'S CONTRACT