

# 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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## **PARISH COUNCIL MEETING TO INCLUDE BUDGET/PRECEPT 2025/26 BE HELD AT 7.00 P.M. IN THE PARISH ROOMS, BREAGE ON TUESDAY 5 NOVEMBER 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](mailto: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 1 OCTOBER 2024

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

#### 6. FINANCE

a) To receive the report of the Finance and General Purposes Committee meeting held on 18 October 2024

b) To resolve that the budget papers provided at this meeting and dated 18 October 2024 be accepted as the budget for Breage Parish Council for the financial year 1 April 2025 to 31 March 2026

c) To resolve that the amount for the Breage Parish Council Precept for the financial year 1 April 2025 to 31 March 2026 be set at the agreed figure for 2025/26 against the expected expenditure with the difference being met from Parish balances and expected income

d) To resolve to approve BPC Standing Orders, Code of Conduct, Adopted Policies and Procedures, Financial Regulations, Risk Management and the Asset Register as reviewed and recommended by the F&GP Committee at the meeting of 18 October 2024.

e) i) Finance Regulations 6.6 to resolve approval of use of a variable DD for payments to Source for Business for quarterly water payments for Cemetery and Parish Rooms

ii) Finance Regulations 6.6 to resolve approval of use of a variable DD for payments to British Gas for electricity supply to Cemetery

Workshop from December 2024

#### f) To resolve to approve November payments

No	Date	pay	Description	Supplier	Net	VAT	Total
213	02/10/2024	bank	Grant PC Act 1957 Ch42 Part1 s2	Breage Church	50.00		50.00
214	02/10/2024	dc	s137 Grant	The Royal British Legion	83.33	16.67	100.00
215	02/10/2024	bank	LGA 1972 s145 Grant	Breage & District Silver Band	50.00		50.00
216	02/10/2024	bank	Purchase of additional land for Cemetery	John Stuart Michell	49.00		49.00
217	02/10/2024	bank	Play equipment inspection	SWPSI Ltd	66.66	13.33	79.99
218	02/10/2024	bank	Play equipment inspection	SWPSI Ltd	33.33	6.67	40.00
219	27/09/2024	bank	Salaries	Administration	1,513.30		1,513.30
220	27/09/2024	bank	Salaries	Administration	54.12		54.12
221	27/09/2024	bank	Salaries	HM Revenue & Customs	396.20		396.20
222	27/09/2024	bank	Employer's NI	HM Revenue & Customs	205.43		205.43
223	04/10/2024	dd	Salaries	NEST	345.32		345.32
224	04/10/2024	dd	Pension Employer	NEST	51.80		51.80

225	27/09/2024	dc	Admin	Open Spaces Society	25.00		25.00
226	02/10/2024	dc	Grant	The Royal British Legion	100.00		100.00
227	02/10/2024	bank	Cemetery GRASS CUTTING	R Sanders	270.00	54.00	324.00
228	02/10/2024	bank	Grass Cutting & weed killing	R Sanders	240.00	48.00	288.00
229	02/10/2024	bank	Grass Cutting & weed killing	R Sanders	616.00	123.20	739.20
230	04/10/2024	dc	LGA 1976 MP Act s19 Grant	OfficeFurnitureOnline.co.uk	373.50	74.70	448.20
231	09/09/2024	dd	Cemetery electricity	Yu Energy	15.18	0.76	15.94
232	24/10/2024	Bank	Breage Gardening	Karen Badger	1,100.00		1,100.00
233	10/10/2024	DC	Trevurvas Pond	Travis Perkins	62.82	12.56	75.38
234	23/10/2024	cheque 104379	LGA 1976 MP Act s19 Grant	Ashton Village Hub	150.00		150.00
235	08/10/2024	dc	Office supplies	Alta & Co Trading Ltd	6.41	1.28	7.69
236	02/10/2024	bank	Lengthsman	R Sanders	3,612.00	722.40	4,334.40
237	04/10/2024	dc	Praa Green	Screwfix	50.22	10.05	60.27
238	11/10/2024	dc	Praa Green	Screwfix	-47.49	-9.50	-56.99
239	11/10/2024	dc	Praa Green	Ultimate One Ltd	170.00	34.00	204.00
239	11/10/2024	dc	Praa Green	Ultimate One Ltd	30.00	6.00	36.00
240	06/11/2024	bank	s137 Grant	Cornwall Air Ambulance	100.00		100.00
241	01/10/2024	dd	Cemetery electricity	Yu Energy	14.69	0.73	15.42
242	10/10/2024	bank	Office Supplies	LifeConnect24	80.75		80.75
243	25/11/2024	bank	Computer IT	Scribe	345.60	69.12	414.72
244	06/11/2024	bank	SWCP cutting	R Sanders	486.07	97.21	583.28
245	06/11/2024	bank	Computer IT	Primary PC Solutions Ltd	78.66	15.73	94.39
246	01/11/2024	dd	Rates Cemetery	Cornwall Council	55.00		55.00
247	06/11/2024	bank	Computer IT	Primary PC Solutions Ltd	480.00	96.00	576.00
248	28/10/2024	bank	Salaries	Administration	1,436.57		1,436.57
249	28/10/2024	bank	Salaries	Administration	54.12		54.12
250	28/10/2024	bank	Salaries	HM Revenue & Customs	370.80		370.80
251	28/10/2024	bank	Employer's NI	HM Revenue & Customs	187.81		187.81
252	31/10/2024	dd	Salaries	NEST	319.79		319.79
253	31/10/2024	dd	Pension Employer	NEST	47.97		47.97
254	06/11/2024	bank	Computer IT	Primary PC Solutions Ltd	30.00	6.00	36.00
255	06/11/2024	bank	Praa Green	Colin Macleod	82.50		82.50
256	06/11/2024	bank	Praa Green	Colin Macleod	52.44		52.44
257	10/10/2024	dd	Electricity Parish Rooms	Engie Power Ltd	-140.42	-7.02	-147.44
258	10/10/2024	dd	Electricity Parish Rooms	Engie Power Ltd	-174.07	-8.70	-182.77
259	28/10/2024	dd	Electricity Parish Rooms	Engie Power Ltd	101.29	5.06	106.35
260	28/10/2024	dd	Electricity Parish Rooms	Engie Power Ltd	70.24	3.51	73.75
261	28/10/2024	dd	Electricity Parish Rooms	Engie Power Ltd	99.13	4.96	104.09
262	06/11/2024	bank	Play equipment inspection	SWPSI Ltd	33.33	6.67	40.00
263	06/11/2024	bank	Play equipment inspection	SWPSI Ltd	66.66	13.33	79.99
264	06/11/2024	bank	Trevurvas Pond	R Sanders	288.00	57.60	345.60
265	06/11/2024	bank	Praa Green	Colin Macleod	30.00		30.00
266	06/11/2024	bank	Breage Gardening	Colin Macleod	22.50		22.50
267	15/10/2024	dd	Telephone and Internet	BT	160.59	32.12	192.71
268	29/10/2024	dd	Telephone and Internet	BT	10.79	2.16	12.95
269	26/10/2024	dc	Office Goods	The Range Long Rock	14.00		14.00
				<b>Total</b>	<b>14,376.94</b>	<b>1,508.60</b>	<b>15,885.54</b>

g) November receipts

No	Date	Receipt	Description	Supplier	Net	VAT	Total
25	26/09/2024	cash to PO to bank	Admin	F Conway	1.50		1.50
26	10/10/2024	Cheque to PO to Bank	Cemetery fees	Dignity Funeral Ltd	200.00		200.00
27	23/10/2024	cash to PO to bank	Photocopying	Breaney Chapel	2.00		2.00
28	24/10/2024	cheque to PO to bank	Cemetery fees	Pendle Funeral Services	250.00		250.00
29	11/10/2024	bank	VAT refund	HM Revenue & Customs		2,738.22	

No	Date	Receipt	Description	Supplier	Net	VAT	Total
30	29/10/2024	bank	Cemetery fees	Long Rock Memorials	60.00		60.00
31	29/10/2024	bank	Cemetery fees	Long Rock Memorials	135.00		135.00
<b>Total</b>					<b>648.60</b>	<b>2,738.22</b>	<b>3,386.72</b>

h) To receive bank balances

## 7. FOOTPATHS

i) Report MS

## 8. HIGHWAYS

i) Dip in road near Trevena, going east

ii) Culvert Pengersick Lane, Praa Sands

## 9. CEMETERY AND CLOSED GRAVEYARDS

i) Update TW

ii) Cemetery Cornish hedge update

**To resolve to agree that Mark Jenkins is to carry out the hedge work to surround the newly purchased Cemetery land in March 2025**

## 10. PLAYGROUND & EXERCISE AREAS

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

ii) Breage Field

Update GS & AB

iii) Ashton Field

Update TW

The overhead electricity wires at the field are to be removed w/c 18 November 2024

iv) Praa Sands

Update TW

## 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

ii) IT update and progress report TW

## 12. POLICE

i) Advocate Councillor has circulated reports to Councillors throughout the month

DT

## 13. S KERRIER COMMUNITY AREA PARTNERSHIP

i) Report on the meeting 16 October 2024 COP

## 14. LENGTHSMAN

i) Update AB

## 15. TREVURVAS POND

i) A report has been circulated to Councillors

DT/MS

## 16. ASHTON VILLAGE HUB

i) Update HB

ii) A notice board has been purchased by an LGA 1976 MP Act grant of £373.50 and a £150 grant towards a laptop has also been paid

## 17. JUBILEE GARDEN BREAGE

Broken tree posts have been repaired

## 18. PRAA SANDS & GREEN

i) Making Space for Sand meeting

ii) Fence repairs to the wiring have been completed

iii) Steps update

iv) Toilets update

## 19. BREAGE PARISH NEIGHBOURHOOD DEVELOPMENT PLAN

**As requested by Robert Lacey:**

i) Feedback from Cllrs re. sites that meet the need for affordable homes

ii) Feedback from Cllrs re. boundary settlements and a list of changes and things Cllrs would like to take place

## 20. CLERK'S REPORT

Previously circulated to Councillors

## 21. MEMBERS' REPORTS TO THE COUNCIL AND REPORTS FROM OUTSIDE BODIES

## 22. CHAIRMAN'S COMMENTS

## 23. DATES AND TIMES OF NEXT MEETINGS

**MEETING TO DISCUSS AND VOTE ON PLANNING AND LAND USE MATTERS WEDNESDAY 27 NOVEMBER 2024; ORDINARY PARISH COUNCIL**

**MEETING TUESDAY 3 DECEMBER 2024; MEETING TO DISCUSS AND VOTE ON PLANNING AND LAND USE MATTERS WEDNESDAY 18**

**DECEMBER 2024 (NB. NOT THE LAST WEDNESDAY OF THE MONTH AS THAT IS CHRISTMAS DAY). MEETINGS, UNLESS OTHERWISE NOTED, TO**

**BE HELD IN THE PARISH ROOMS, BREAGE AT 7.00 P.M.**