

## 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 7 JUNE 2022

Although Plan B Covid measures have been lifted by the Government, Breage Parish Council has determined that Councillors will continue to carry out lateral flow tests and adhere to social distancing. It is requested that members of the public intending to attend the meetings of the Parish Council complete a Covid 19 lateral flow test within 48 hours of the meeting, advise the Clerk that they will be attending, wear a face mask and adhere to social distancing. Thank you.

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 [breageparishcouncil@btconnect.com](mailto:breageparishcouncil@btconnect.com)

X Carol Macleod

Carol Macleod

Clerk/RFO to Breage Parish Council

#### 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 ANNUAL PARISH COUNCIL MEETING ON 10 MAY 2022

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

##### 6. GROUP & COMMITTEE VACANCIES

i) To resolve to fill vacancies

##### 7. FINANCE

a) Finance and General Purposes Committee Matters

b) Finance Regulations 6.6 Resolution for approval of use of a variable DD for payments to British Telecom for telephone/mobile/broadband/Cllrs' e-mail payments/365

b) To resolve to approve June payments

No	Code	Date	payment	Supplier	Net	VAT	Total
31	Office consumables and goods	05/05/2022	dc	Amazon	6.58	1.32	7.90
32	Cemetery maintenance Capital works	11/05/2022	bank	R Sanders	415.00	83.00	498.00
33	Covid-19 expenses	12/05/2022	dc	JBL INTL LTD	9.62	1.92	11.54
34	Covid-19 expenses	12/05/2022	dc	K-MART LIMITED	7.49	1.50	8.99
35	Maint/Repairs/Renewals Parish Rooms	12/05/2022	bank	Mately Electrical +Solar PV Ltd	45.00	9.00	54.00
36	Electricity Parish Rooms	20/05/2022	dd	British Gas	146.68	7.33	154.01
37	South West Coastal Path	16/05/2022	bank	R Sanders	748.31	149.66	897.97
38	Contracts - Footpaths	26/05/2022	bank	R Sanders	1,328.63	265.73	1,594.36
39	Office consumables and goods	16/05/2022	pc	Amazon	7.49		7.49
40	Telephone/Mobile/Broadband	16/05/2022	dd	BT	179.06	35.81	214.87
41	Office consumables and goods	25/05/2022	pc	Bowdens Home Hardware	15.63		15.63
42	Cemetery costs	25/05/2022	pc	Bowdens Home Hardware	9.33		9.33
43	Notice boards/Benches/Signs/Fences/Phone Kiosks	25/05/2022	pc	KPCM Display Ltd	33.13		33.13
44	Office consumables and goods	06/07/2022	bank	Scribe	468.00	93.60	561.60
45	Breage Gardening	26/05/2022	bank	Karen Badger	1,000.00		1,000.00
46	Grants s137	26/05/2022	bank	Ashton Village Hub	50.00		50.00
47	Cemetery costs	08/06/2022	bank	R Sanders	260.00	52.00	312.00
48	Cemetery maintenance Capital works	08/06/2022	bank	R Sanders	75.00	15.00	90.00
49	Praa Sands/Praa Green	08/06/2022	bank	R Sanders	265.00	53.00	318.00

50	Ashton Field grass cutting	08/06/2022	bank	R Sanders	230.00	46.00	276.00
51	Contracts Grass & Hedge Cutting	08/06/2022	bank	R Sanders	420.00	84.00	504.00
52	Lengthsman work completed	08/06/2022	bank	R Sanders	30.00	6.00	36.00
54	Grants s137	14/05/2022	bank	Godolphin WI	50.00		50.00
55	Salaries	27/05/2022	bank	Administration	1,667.71		1,667.71
56	Salaries	27/05/2022	bank	Administration	59.40		59.40
57	Salaries	27/05/2022	bank	HM Revenue & Customs	343.20		343.20
58	National Insurance Employer	27/05/2022	bank	HM Revenue & Customs	207.80		207.80
59	Salaries	31/05/2022	bank	NEST	128.46		128.46
60	Pension Employer	27/05/2022	bank	NEST	48.17		48.17
61	Telephone/Mobile/Broadband	30/05/2022	dd	BT	21.60	4.32	25.92
62	Cemetery costs	01/07/2022	dd	Cornwall Council	66.00		66.00
63	Playground Inspection Ashton	08/06/2022	bank	SW Playgound Safety Insp	30.00	6.00	36.00
64	Play and exercise inspections	08/06/2022	bank	SW Playgound Safety Insp	125.00	25.00	150.00
					<b>8,587.29</b>	<b>940.19</b>	<b>9,437.48</b>

c) To acknowledge Receipts

No	Code	Date	Payment	Supplier	Net	VAT	Total
8	VAT recovered	09/05/2022	bank	HM Revenue & Customs		3,337.35	3,337.35
9	Cemetery fees interments	16/05/2022	PO	T B Pascoe	60.00		60.00
10	Enhanced LMP money in	26/05/2022	bank	Cornwall Council	5,150.00		5,150.00
11	Minutes/agendas	30/05/2022	bank	Mrs Board	25.00		25.00
12	Cemetery fees interments	01/06/2022	PO	David Mitchell & Son	250.00		250.00
					<b>5,485.00</b>	<b>3,337.35</b>	<b>8,822.35</b>

d) To receive bank balances

**8.FOOTPATHS**

i) Report MS

ii) DMMO update

**9.HIGHWAYS**

i) Update 20 is plenty

ii) Pengersick Lane TRO yellow lines

iii) Reports from Rupert Spencer

**10.CEMETERY AND CLOSED GRAVEYARDS**

i) Update TW

ii) Interment of ashes, Josephine Dowling was held on 21 May, grave 235. Interment of Muriel Trembath was held on 31 May, grave 263

**11. PLAYGROUND & EXERCISE AREAS**

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

ii) Dog signs damaged and post removed Ashton Amenity Field

iii) Slide split again Breage Village Field

**12. PARISH ROOMS**

i) A Covid Risk Assessment for the Parish Rooms has been carried out and is reviewed every 14 days. Until further notice Councillors and attending Members of the Public will complete a lateral flow test two days before each meeting and report the results to the Health and Safety Councillor and Clerk. Masks will be worn by Councillors and Public

ii) A Covid-19 Risk Assessment for the Office is reviewed every 14 days.

iii)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 on the hour each hour she is at work. He will return the text as soon as is possible.

**To resolve to amend the text timing to every two hours.**

**13. POLICE**

**14. HELSTON AND S KERRIER CNP**

**15. LENGTHSMAN**

i)Update AB

**16. ASHTON VILLAGE HUB**

i) Update NR

**17. APPRENTICESHIP**

i) Update

**18. TREVURVAS POND**

i) Update DT & MS

**19. QUEEN'S PLATINUM JUBILEE**

i) Update TW

**20. CORNISH TIN**

i) Update TW

**21. TRESOWES PHONE KIOSK**

To resolve that ownership of the telephone kiosk at Tresowes may be transferred to Germoe Parish Council at the cost of £1 and that the contract may be signed

**22. PUBLIC SPACES PROTECTION ORDER APRIL/MAY 2023**

i) Public consultation Renewal of existing dog bans on beaches. Closing date 17 June 2022

To make any necessary resolution expressing early views the Council may have

**23. CLERK'S REPORT**

Previously circulated to Councillors

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

**25. DATES AND TIMES OF NEXT MEETINGS: ORDINARY PARISH COUNCIL PLANNING AND LAND USE MATTERS MEETING**

**WEDNESDAY 29 JUNE 2022; ORDINARY PARISH MEETING TUESDAY 5 JULY 2022. MEETINGS IN THE PARISH ROOMS AT 7.00 P.M.**

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