

**DRAFT MINUTES ORDINARY PARISH COUNCIL MEETING HELD AT 7.00 P.M. IN THE PARISH ROOMS, BREAGE****ON TUESDAY 5 APRIL 2022**

Attending Parish Councillors had each carried out a negative lateral flow test, worn Council supplied new face masks on entry and had used the bacterial hand gel. Seating places were spaced and all surfaces had been cleaned before the meeting. Anti-bacterially wiped covered agendas were provided. 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. Attending Members of the Public had been advised that the Council would be grateful if they would complete a Covid-19 lateral flow test within 48 hours of the meeting, advise the Clerk that they will be attending and had a negative lateral flow test result, wear a face mask and adhere to social distancing to help to maintain Covid security.

Present: Cllr A E Woodhams (Chairman)

Cllr P Darby

Cllr C Ralph

Cllr M Southam

Cllr D Thomas

Cllr R Wyvern Batt

Mrs C Macleod (Clerk/RFO)

1.FIRE EVACUATION PROCEDURE

Explained.

2.DECLARATION OF INTERESTS IN ACCORDANCE WITH STANDING ORDERS

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

Members reminded – no further declarations made..

3. APOLOGIES FOR ABSENCE

a) To receive and accept apologies for absence

Apologies received and accepted from AB, HB, CC and NR. Cllr Keeling sent apologies.

4. CONFIRMATION OF THE MINUTES OF THE PARISH COUNCIL MEETING ON 1 MARCH 2022

Page 15/22 item 7. Add 'LMP and SWCP grants 2022/23 proposed, seconded and resolved accepted'.

With the addition, proposed, seconded and resolved confirmed.

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

No public present. No report.

6. FINANCE

a) To resolve to approve Clerk's recommendation for Insurance cover to be shown on Clerk's report

Proposed, seconded and resolved BHIB insurance quote approved.

b) To resolve to approve payments up to 31 March 2022

No	Code	Date	Payment	Supplier	Net	VAT	Total
348	Telephone/Mobile/Broadband	01/03/2022	dd	BT	20.90	4.18	25.08
349	Playground & Leisure Equipment	25/02/2022	bank	Derek Real	275.00		275.00
350	Salaries	28/02/2022	bank	Administration	1,657.92		1,657.92
351	Salaries	28/02/2022	bank	Administration	59.20		59.20
352	Salaries	28/02/2022	bank	HM Revenue & Customs	335.40		335.40
353	National Insurance Employer	28/02/2022	bank	HM Revenue & Customs	190.55		190.55
354	Salaries	28/02/2022	dd	NEST	125.29		125.29
355	Pension Employer	28/02/2022	dd	NEST	46.98		46.98
356	Cemetery costs	08/03/2022	dd	Yu Energy	13.75	0.69	14.44
357	Ashton Field costs	23/03/2022	bank	Southwest Playground Safety Inspections	25.00	5.00	30.00
358	Playground & Leisure Equipment	07/03/2022	bank	Southwest Playground Safety Inspections	75.00	15.00	90.00
359	Contracts Grass & Hedge Cutting	07/03/2022	bank	R Sanders	215.00	43.00	258.00
360	Cemetery costs	07/03/2022		R Sanders	125.00	25.00	150.00
361	Lengthsman work completed	07/03/2022	bank	R Sanders	225.00	45.00	270.00
362	Telephone/Mobile/Broadband	15/03/2022	dd	BT	168.90	33.78	202.68

363	Notice boards/Benches/Signs/Fences/Phone Kiosks	02/03/2022	dc	VBiz Limited	2.41	0.48	2.89
364	Office consumables and goods	31/03/2022	bank	Complete Business Solutions Ltd	278.04	55.61	333.65
365	Electricity Parish Rooms	21/03/2022	dd	British Gas	197.23	39.44	236.67
366	Lengthsman work completed	11/03/2022	bank	R Sanders	425.00	85.00	510.00
367	Office consumables and goods	17/03/2022	dc	Amazon	4.99	1.00	5.99
368	Notice boards/Benches/Signs/Fences/Phone Kiosks	17/03/2022	dc	OfficeFurnitureOnline.co.uk	547.00	109.40	656.40
369	Grants s137	18/03/2022	bank	Ashton Village Lights	50.00		50.00
370	Telephone/Mobile/Broadband	29/03/2022	dd	BT	20.60	4.12	24.72
371	Travel Expenses	25/03/2022	bank	Administration	9.00		9.00
372	Salaries	28/03/2022	bank	Administration	1,571.95		1,571.95
373	Salaries	28/03/2022	bank	Administration	59.00		59.00
374	Salaries	28/03/2022	bank	HM Revenue & Customs	312.60		312.60
375	National Insurance Employer	28/03/2022	bank	HM Revenue & Customs	174.59		174.59
376	Covid-19 expenses	29/03/2022	dc	Lloyds Pharmacy	30.97	6.19	37.16
377	Lengthsman work completed	31/03/2022	bank	R Sanders	2,000.00	400.00	2,400.00
378	Ashton Field grass cutting	30/03/2022	bank	R Sanders	105.00	21.00	126.00
379	Contracts Grass & Hedge Cutting	30/03/2022	bank	R Sanders	215.00	43.00	258.00
380	Contracts - Footpaths	30/03/2022	bank	R Sanders	84.00	16.80	100.80
381	Cemetery costs	30/03/2022	bank	R Sanders	260.00	52.00	312.00
382	Telephone/Mobile/Broadband	15/03/2022	dd	BT	already entered see 362		
383	Office consumables and goods	28/03/2022	dc	Amazon	3.29	0.66	3.95
384	Lengthsman work completed	31/03/2022	bank	Already entered see 377			
385	Enhanced LMP	31/03/2022	bank	R Sanders	5,150.00	1,030.00	6,180.00
386	Ashton Field costs	31/03/2022	bank	Southwest Playground Safety Inspections	25.00	5.00	30.00
387	Playground & Leisure Equipment	31/03/2022	bank	Southwest Playground Safety Inspections	75.00	15.00	90.00
388	Salaries Pension Clerk	31/03/2022	dd	Nest	118.57		118.57
389	Pension Employer	31/03/2022	dd	Nest	44.46		44.46
Totals					15,322.59	2,056.35	17,378.94

c) To acknowledge Receipts up to 31 March 2022

No	Code	Date	Payment	Supplier	Net	VAT	Total
30	Misc. Income photocopying	28/02/2022	bank	Howard Bradford	1.40		1.40
31	Queen's Platinum Jubilee Donations	03/03/2022	bank	C Barker	100.00		100.00
32	Footpaths LMP grant	07/03/2022	bank	Cornwall Council	4,112.41		4,112.41
33	South West Coastal Path grant	07/03/2022	bank	Cornwall Council	2,178.41		2,178.41
34	Bank Interest	07/03/2022	bank	Barclays	2.61		2.61
35	Cemetery fees interments	28/03/2022	bank	F E Strike	600.00		600.00
Totals					6,994.83		6,994.83

Receipts c) acknowledged.

d) To resolve to approve April payments to include insurance payment.

No	Code	Date	Payment	Description	Supplier	Net	VAT	Total
1	Cemetery costs	01/04/2022	dd	Cemetery Water	Source for Business	15.37		15.37
2	Water Parish Rooms	01/04/2022	dd	Parish Rooms Water	Source for Business	15.37		15.37
3	Cemetery costs	01/05/2022	dd	Rates Cemetery	Cornwall Council	67.18		67.18
4	Subscriptions	13/04/2022	dd	Admin	Adobe	17.62	3.52	21.14
Totals						115.54	3.52	119.06

plus

7	Insurance	06/04/2022	bank	Insurance	BHIB	1096.59	0.00	1096.59
6	Office	01/04/2022		Complete Business Solutions		278.04	55.61	333.65

Payments a) and d) were confirmed checked by DT. Item 364 removed from March payments moved to April – not cleared at bank until 01.04. 2022. **Proposed, seconded resolved approved.**

e) No receipts received

f) To receive bank balances

As at 31 March 2022: Current: £1,118.37; Savings: £93,326.22; Ashton Amenity Area: £39.80; Petty cash £150.00

7.FOOTPATHS

i) Report PD

46 – Trew to Coach Road, Breage. Boardwalk was visited by Ritchie Tassell who removed the planks and they have been left in a pile. The Contractor has cut a parallel path. The mineshaft has been fenced.

16 – Water Lane opposite Rosemaber Farm, Breage. Stiles are horrendous. Is on the Enhanced LMP list.

ii) Enhanced LMP

A Purchase Order number has been received.

8.HIGHWAYS

i) Update 20 is plenty CC

This needs to be progressed.

ii) Gabions Breage Church

CC has reported that there is no intention to do anything.

iii) Pengersick Lane TRO yellow lines

Double yellow lines have been partly removed on the authority of Cllr Keeling without consultation with BPC. No start date. Clerk to contact Maxine Hardy regarding results of Public Consultation.

iv) Greenways sign

Will not be renewed by Highways.

v) Update Breage Parking TW

No village meeting has been held as Parishioners have not come forward with points for a meeting.

vi) Central Reservation – School crossing, Breage – no CC budget.

vii) Pentreath Lane - yellow lines faded. Hendra Lane blocked yesterday – vans overnight parking reported to CC. No boulders yet installed to protect the lay by from unauthorised parking.

viii) CNP meeting: Cllr Keeling's EOI for a limited time waiting area outside Breage Post Office will go ahead priced at £4,000.

Speedwatch was raised. CNP reported that all is in hand. Ashton is listed but not up and running. This is not what BPC had been told.

9. CEMETERY AND CLOSED GRAVEYARDS

i) Update TW

Cremated Remains Area been extended by 2 rows, 15 plots. Sufficient for 5 years.

Prices are being obtained for an arbour bench.

Spoil from graves not to be put behind workshop. Topsoil must be encased by railway sleepers.

Contractor to use the soil to fill rabbit holes Praa Green.

Tidying the yew trees in the War Memorial graveyard is proposed. The trees are to be topped and dead parts removed in the spring.

ii) Graveside funeral for Arthur Pascoe was held on 8 March, grave 371; funeral for Peter Sampson is to be held on 22 April, grave CR43; Interment for Sabian Lawley held on 8 April 2022, section 1 row 21, grave 389.

10. PLAYGROUND & EXERCISE AREAS

i) A Risk Assessment re. Covid-19 is in place that is reviewed every 14 days.

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

Breage - an incorrect report had been received. Apology and amendment received.

One more repair to be done. Area around swings needs to be considered.

Praa Sands – Abrasions reported again on the hip twister. This needs to be cleaned and repainted.

iii) To resolve to approve addendum to Breage Field Land Useage Agreement

Default BPC. 'This is an imperative addendum to the above land useage agreement making it a condition that the Breage Field Committee must at all times have in place an insurance policy that ensures that all Breage Field Committee Members are covered by liability insurance both for normal activities and for specific events. Event holders must provide copies of their public liability insurance and a risk assessment for their events.

Proposed, seconded and resolved approved. Breage Village Field Committee now has the needed insurance in place.

11. 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

It was agreed that this remain in place.

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.

12. POLICE

i) Update CC

No update available.

13. HELSTON AND S KERRIER CNP

i) Report on the meeting 23 March 2022 CMR – previously circulated to Councillors

9 of the submitted EOIs were discussed. £12,000 over budget. A vote was taken on the 9 schemes and all were considered

appropriate go forward in Year 1 with the £12k shortfall met by viring this from the funding available in Year 2. However, they now need to be ranked by T&PCs by 25 April.

ii) To resolve to vote on the CNP Ranking Table Highways EOIs

This was discussed and **proposed, seconded and resolved that BPC would accept CMR's recommendation.**

CMR and DT were thanked.

14. LENGTHSMAN

i) Update AB

The Contractor had submitted a map to the Clerk with numbered details. AB had now checked and authorised payment.

15. ASHTON VILLAGE HUB

i) Update NR

NR had supplied a report:

Plans are in the process of being completed in order to apply for planning permission. The second village newsletter has been printed and is out for delivery. The Easter fundraising activity is planned for 16th April. Carleen Village Hall has donated 30 stacking chairs. We are also in discussion about tables. Lack of storage limits numbers.

16. APPRENTICESHIP

i) Update CC

The Chairman reported that he has drawn up a job description, etc. and it is hoped to soon start advertising.

17. TREVURVAS POND

i) Update DT & MS

DT gave a full report – available from the Clerk. Lottery grant had been received, to be ring fenced. Breage School D & T group to make bumble bee houses, bug hotels and hedgehog houses and put together an Eco group to regularly survey the common at half terms with Members of the Group in attendance. It was reported that Great Tits have moved in to one of the nesting boxes. As funding is now available recommended some work in the summer rather than wait until October and winter weather.

18. QUEEN'S PLATINUM JUBILEE

i) Update TW

Gifts have been passed out to schools and all groups. Godolphin WI has requested a grant. Jill Hughes is Breage Village Chairman for the Jubilee.

19. GODOLPHIN CROSS COMMUNITY ASSOCIATION

i) Reach out project – Rona Laity's report

Report received and adopted. Matters arising were discussed at length. Invitation had been extended to the Chairman GCCA to attend the meeting. He was unable to attend.

20. CORNISH TIN

i) Update TW

Data stick provided by Chairman contained information that can be released once hard copies have been delivered to Clerk. It will then be on the website and on the Carleen notice board.. Questions and Answers to be circulated to Wheal Vor and Carleen.

20A. CLERK'S REPORT

Previously circulated to Councillors

Carole Rashleigh's funeral to be held on 19th April, 11 a.m. St Keverne at graveside.

Question was raised re. the insurance quote: re. The insurers give a Local Council quote based on numbers in the Parish so the sum insured is much higher than the other two's figures but the charge for the cover is lower. Why? The Clerk had no immediate answer only that this is what is quoted. Clerk to further explain to the Chairman.

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

It was reported that the graveyard surrounding the Church at Godolphin is a disgrace. Clerk to report to Cllr Keeling and Churchwarden Bowen.

Carleen Village Hall – Jubilee 18 June, choir in the evening, things happening all day. Village Show - 10 September.

Breage Village Field Easter Extravaganza Good Friday – raffle prizes. Play equipment painting postponed due to bad weather, rescheduled for end of April. Accounts have been submitted to the internal auditor.

CMR Breage School Governorship going ahead. Meeting 25 April.

Praa Sands notice board – lock difficulty. Clerk to check.

Wildanet – wishing to bring high speed Broadband to Breage with WiFi, to teach people how to shop on line and learn free of charge. The Church is happy to have this but being grade I listed building cannot have the necessary receivers and transmitters on the tower.

BPC had fibre connected so there is the possibility of running from the Parish Rooms to the Church. The Parish Council is asked to agree in principle subject to detail being supplied. There is scope for other places to get enhanced WiFi. All BPC broadband, WiFi and tech services will be delivered free of charge. BPC would be provided with 2 laptops. **Councillors agreed in principle.**

22. DATES AND TIMES OF NEXT MEETINGS

ORDINARY PARISH COUNCIL PLANNING AND LAND USE MATTERS MEETING

WEDNESDAY 27 APRIL 2022; ANNUAL PARISH MEETING TUESDAY 10 MAY 2022 AT 6.30 P.M. DIRECTLY FOLLOWED BY ANNUAL PARISH COUNCIL MEETING. 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.

Dates confirmed.

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 Unnecessary.

Phil Darby retires from the Parish Council today and was presented with a card signed by the other Councillors and also a hanging basket containing small blue pansies, pinks and other small flowers. She was thanked for her wonderful service that began in 2007, especially in her role of Footpath Councillor. Phil thanked everyone and simply added that, 'She has enjoyed it and she will miss it but now is the time'.

There being no further business the meeting closed at 9.13 p.m.