



**DRAFT MINUTES ORDINARY PARISH COUNCIL MEETING HELD AT 7.00 P.M. IN THE PARISH ROOMS, BREAGE
ON TUESDAY 2 APRIL 2024**

Cllr R Rogers (Chairman)
 Cllr A J Best
 Cllr C M Ralph
 Cllr N Roberts
 Cllr M Southam
 Cllr D Thomas

10 Members of the Public
 Mrs Carol Macleod Clerk/RFO

Cllr Rogers (Vice-Chairman) took the Chair in the absence of the Chairman and welcomed everyone. The meeting is recorded to aid the Clerk with the minutes.

1. FIRE EVACUATION PROCEDURE

This was explained.

2. DECLARATION OF INTERESTS IN ACCORDANCE WITH STANDING ORDERS

Each Member to ensure that their register of interests is up-to-date
 No declarations were made.

3. APOLOGIES FOR ABSENCE

a) To receive and accept apologies for absence
 Apologies from TW were received and accepted. Cllr Keeling sent his apologies.

**4. CONFIRMATION OF THE MINUTES OF THE ORDINARY PARISH COUNCIL MEETING ON 5 MARCH 2024
 Proposed, seconded and resolved confirmed with the amended spelling of 'foe' to 'for', page 17/24, 8v).**

5. PUBLIC PARTICIPATION To include Cornwall Councillor's report – previously circulated to Councillors
 Public Participation was held here from 7.04 to 7.25 p.m.

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
Proposed, seconded and resolved approved.

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

No	Date	Receipt	Description	Supplier	Net	VAT	Total
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

NR had checked the receipts and payments for March and April. **Proposed, seconded and resolved that payments as shown above be passed for payment.**

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 Proposed, seconded and resolved that the insurance quote from Clear Councils be accepted.

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

							23/24
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

Proposed, seconded and resolved that the April payments as shown above be passed for payment.

f) To receive bank balances

As at 31 March 2024: Current: £1,961.14; Savings: £142,764.43; Ashton Amenity Area: £40.36; Petty cash: £150.00.

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.

Proposed, seconded and resolved.

7. FOOTPATHS

i) Report MS

The steps down to the beach at the Seameads end of Praa Green are in need of repair. Clerk to report.

MS had checked footpaths 41 and 42 in relation to the Public Path Creation Order HAC 033. He had no issues with the Order and this was supported by BPC. No objection to be entered.

ii) Update DMMO

BPC's current position was restated. The Councillors who wished to speak about the Tregonning Hill DMMO did so.

8.HIGHWAYS

i) Potholes can be reported on the CC website or on Fix My Street.

9. CEMETERY AND CLOSED GRAVEYARDS

i) Update

RR had checked the Cemetery and found it to be excellently maintained.

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

The Clerk explained that this information had to be submitted 3-yearly. It shows the size of the Cemetery in acreage, the size of ground used and any new buildings or purchase of land. It is used in the assessing of the rates for the Cemetery.

10. PLAYGROUND & EXERCISE AREAS

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

ii) Breage Field

Report on planned work and drainage AB

Drainage work has been completed. The extreme wet weather has not allowed the field to dry out. New matting needs to be installed under the swings area. The areas disturbed by the new drainage are to be seeded once the weather improves.

Report on Committee Activity CMR

New quotes for the roundabout and slide should be in for review at the Breage Field Committee meeting next week.

Water appears to be entering the field from a drain in Higher Road – not in the ownership of BPC.

iii) Ashton Field

Update

Dead brash to be removed.

iv) Praa Sands

Update MS

Well-used. Surround to the area has been cut back and the area is well presented.

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

18 matters had been reported, none in Breage Parish.

13. S KERRIER COMMUNITY AREA PARTNERSHIP

i) Update CMR

Next meeting 24 April 2024. There is extra money in the Community Capacity Fund for project development.

ii) Update Godolphin Cross Highways Scheme

No updates received.

14. LENGTHSMAN

i) Update AB

Redallon has been excellently cleared and is now working well.

15. TREVURVAS POND

i) A report has been circulated to Councillors DT

The surrounding area has been cut with the daffodils and bluebells being saved. The gully has been redirected around the pond and away from it. The recent bad weather has slowed down the work at the pond. There are now a large number of newts in the pond, resulting in all the tadpoles being devoured.

16. ASHTON VILLAGE HUB

i) Update on activities NR

The Easter fête and treasure hunt were successful even though the weather was not good.

ii) Update building work NR

The new flooring is in place and skirting boards have been painted. The building work has been completed.

BPC, the Co-op and RGB will be invited to an official opening.

17. GODOLPHIN SNOOKER CLUB

i) Update – AB

Nothing has been received from the Snooker Club Secretary or Chairman therefore no further action can be taken.

18. GODOLPHIN SHUTE

i) Update – AB

The Shute is running well. It apparently used to have a lockable top which would have stopped bamboo being put in.

19. THE WELLOE

i) Welloe TR20 9TQ Premises licence application

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

Concerns of some Parishioners were listed and discussion followed.

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

it was proposed seconded and resolved that Councillors should individually submit their own representations.

20. CLERK'S REPORT Previously circulated to Councillors

Additional:

20 is Plenty update: NR Breage Schol has requested an additional sign for which a pole will be provided. A photograph is to be taken of the Head Teacher wearing one of the Hi Viz tabards which will be publicised.

Praa Sands toilet progress- no further updates.

Lengthsman contract renewal - CC contacted but no reply.

Recruitment Clerk and RFO – Staffing Group had no update. Members were asked to give this urgent attention.

Annual report input from Cllrs and other groups – a reminder that this is needed now.

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

Breage Field Committee's Easter event had to be cancelled because of the heavy rain and the very wet field. The Easter eggs were donated to Breage School.

22. MATTERS THE CHAIRMAN CONSIDERS TO BE OF AN URGENT NATURE**23. DATES AND TIMES OF NEXT MEETINGS**

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.

Confirmed.

24. 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

Proposed, seconded and resolved.

25. CLEANER'S CONTRACT

There being no further business the meeting closed at 8.29 p.m.

BREAGE PARISH COUNCIL

DRAFT NOTES PUBLIC PARTICIPATION HELD IN THE PARISH ROOMS BREAGE **ON TUESDAY 2 APRIL 2024**

At 7.04 p.m. the meeting was closed and Public Participation open.

Representatives of the Breage and Germoe Bridleway Association and supporters of the DMMO Tregonning Hill were present at the meeting. Their support for the DMMO that they gave at 5 March meeting was restated and FOI details were given. It was asked if the Councillors had read CC's Statement of Case. The Clerk pointed out that it was in a folder on the table in the room and had been available for the Councillors. The supporters stated that they wished to hear from the Councillors and they felt that BPC's objection should be withdrawn and a neutral decision entered.

Praa Sands property owners spoke of their concerns regarding habitat removal in Pengersick Lane and the impact on wildlife. An e-mail would be circulated to Councillors.

A Breage Parishioner raised a query about an Enforcement matter and was advised to contact CC Enforcement.

CLlr Keeling's monthly report had been circulated to the Councillors and was noted by BPC. There were no questions.

Public participation ended at 7.25 p.m. and the meeting was re-opened.