

BREAGE PARISH COUNCIL

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**DRAFT MINUTES ANNUAL PARISH COUNCIL MEETING HELD FOLLOWING THE ANNUAL PARISH MEETING
IN THE PARISH ROOMS, BREAGE ON TUESDAY 05 MAY 2026**

Cllr A Woodhams (Chairman)
Cllr H Bradford
Cllr G Smith
Cllr R Rodgers

Cllr D Thomas
Cllr M Southam
Cllr R Jude
Cllr L Campbell

Cornwall Cllr J Hodgetts

David Rutherford Clerk/RFO

The meeting opened at 19:06 after APM conclusion at 19:02

1. FIRE EVACUATION PROCEDURE**2. APOLOGIES FOR ABSENCE**

a) Cllr C Tyler, Cllr L Tyler, Cllr A Best, Cllr C Ralph

3. ELECTION OF CHAIRMAN FOR THE YEAR 2025/2026

The Clerk had received a proposal for Cllr Woodhams to be elected as Breage Parish Council Chairman 2025/2026 Proposed by DT, seconded by RJ. All were supportive and Cllr Woodhams was duly elected as BPC Chairman 2026/2027.

4. TO RECEIVE CHAIRMAN'S DECLARATION OF OFFICE

The Chairman signed and read out his acceptance of office and the Clerk countersigned.

5. ELECTION OF VICE-CHAIRMAN FOR THE YEAR 2025/2026

Cllr Thomas was proposed to be Breage Parish Council Vice-Chairman 2026/27 by MS, seconded GS. All were supportive and Cllr Thomas was duly elected as BPC Vice-Chairman 2026/2027.

6. DECLARATION OF INTERESTS

i) All declarations were confirmed to be up to date.

7. PARISH COUNCIL WORKING GROUPS/TEAMS/COMMITTEES AND/OR OUTSIDE ORGANISATIONS

a) It was proposed, seconded and resolved that the listed, nominated Councillors below be appointed to the listed, groups, committees and outside organisations.

i) Finance and General Purposes Committee

Standing orders 17, 18, 19, apply.

3 Cllrs cannot be bank signatories Current: DT/GS/LC

ii) Bank Signatories

Cllrs nominated AB/CMR/TW

iii) Bank Payment authorisation

Cllrs nominated CMR, CT

iv) NEST Pension Councillor

Clerk is responsible for the Nest pension account

v) GDPR Councillor

Cllrs nominated: LC

Data Controller - Clerk

vi) Representatives Playing Fields and Village Halls

Ashton Amenity Area 7 Ashton Hub - Cllr nominated HB, LT

Breage Village Hall – Cllr nominated GS

Breage Field – Cllr nominated CMR

Carleen Village Hall – Cllr nominated: AB

Godolphin Cross Community Association – Cllr nominated CMR

Praa Sands and District Community Centre – BPC Custodial Trustee Cllrs nominated: DT

vii) Staff working group personnel

Standing order 20 applies

CLRs nominated DT, RR, TW, CT

viii) Footpaths and Open Spaces

CLRs nominated MS / LT

ix) Cemeteries

Clerk and Cllr nominated TW

x) H&Safety/Risk Assessment

Cllr nominated MS/CT

xi) Lengthsman Scheme

Cllr nominated AB

xii) S Kerrier Community Area Partnership

CLRs nominated CMR / RJ

xiii) Trevurvas Pond

CLRs nominated DT/MS

8.CONFIRMATION OF MINUTES OF THE ORDINARY PARISH COUNCIL MEETING held on 7 April 2026 - Proposed, seconded and resolved confirmed. To approve the Annual report for publication - Proposed, seconded and resolved confirmed

9.PUBLIC PARTICIPATION – Cornwall Council Ward Member Cllr J Hodgetts, thanked the Council and the Chair for their incredible support throughout the year. He provided a brief overview of some of the reported issues at the Porthleven Food festival and some learning outcomes to take forward; and brief update on the proposed introduction of harbourside parking charges. BPC asked if he could seek clarity from CC on why if there are 23.5k outstanding planning applications granted but unbuilt why are we having increased housing targets imposed, as clearly the issue lies in the building of them not the granting of permission to build, in effect this policy is simply creating land banking issues not resolving the housing issue.

10.FINANCE

a) To review Financial Regulations and make any necessary resolution - Proposed - *That the Council approves and adopts the Financial Regulations as presented.*

b) To review Asset Register and make the following resolution – Proposed - *The Council accepts, approves, and adopts the Asset Register as presented, noting that it has been reviewed and is an accurate record of the Council's assets as of 05 May 2026.*

c) To resolve to accept the Internal Auditor's report and to accept satisfaction with the effectiveness of the Internal Audit that the Council receives – Proposed- *The Council accepts the Internal Auditor's Report for the financial year ending 31 March 2026, and notes the matters raised therein.*

d) To resolve to action the approval of section 1, sound system of internal control and section 2, the end-of-year figures submitted by the RFO for external audit, and to agree to the signing.

e) To note that the dates for publication for the 2026/2026 Annual Return will be Monday 08 June 2026 and the dates of the period for the exercise of public rights are Tuesday 09 June 2026 to Tuesday 21 July 2026

f) To resolve to approve that payments may be made by BACS/CHAPS – to be authorised by a bank signatory and checked by a Member of the F&GP Committee on the bank statements.

A composite resolution: Items 10a) to 10f) proposed, seconded and resolved.

g) To resolve to approve April payments

No	Date	Paymer	Description	Supplier	Net	VAT	Total
1	09/04/2026	Bank	Insurance	Clear Councils	1,510.05	0.00	1,510.05
2	22/04/2026	Bank	Office supplies	Walker Fire (UK) Ltd	119.83	23.96	143.79
3	09/04/2026	Card	Office Goods	Currys	149.17	29.83	179.00
4	01/04/2026	DD	Rates Parish Rooms	Cornwall Council	61.60	0.00	61.60
5	23/04/2026	Bank	Office supplies	Primary PC Solution	3.00	0.60	3.60
6	15/04/2026	DD	Telephone and Internet	BT	118.40	23.68	142.08
7	21/04/2026	DD	Cemetery electricity	British Gas	12.60	0.63	13.23
8	26/04/2026	DD	Miscellaneous expend	Biffa	38.08	7.62	45.70
9	23/04/2026	Bank	Grass Cutting & weed killing	R Sanders	625.00	125.00	750.00
9	23/04/2026	Bank	Grass Cutting & weed killing	R Sanders	238.50	47.70	286.20
9	23/04/2026	Bank	Grass Cutting & weed killing	R Sanders	122.00	24.40	146.40
10	29/04/2026	Bank	Enhanced LMP	R Sanders	325.00	65.00	390.00
10	29/04/2026	Bank	Enhanced LMP	R Sanders	125.00	25.00	150.00
11	24/04/2026	Bank	s137 Grant	Ashton Village Hub	200.00	0.00	200.00
12	24/04/2026	Bank	s137 Grant	Praa Sands & District	200.00	0.00	200.00
13	24/04/2026	Bank	s137 Grant	Carleen Village Hall	200.00	0.00	200.00
14	24/04/2026	Bank	s137 Grant	Breage & District Sil	200.00	0.00	200.00
15	24/04/2026	Bank	s137 Grant	Breaney Methodist C	200.00	0.00	200.00
16	24/04/2026	Bank	s137 Grant	Breage Field Commi	200.00	0.00	200.00
17	24/04/2026	Bank	s137 Grant	Godolphin Cross Co	200.00	0.00	200.00
18	24/04/2026	Bank	s137 Grant	Breage Village Hall	200.00	0.00	200.00
19	24/04/2026	Bank	Breage Gardening	Karen Badger	1,100.00	0.00	1,100.00
20	24/04/2026	Bank	Ashton public realm	SWPSI Ltd	1,050.00	210.00	1,260.00
21	24/04/2026	Bank	Ground work Play/exercise equipr	RGB Building Suppli	115.16	23.03	138.19
22	27/04/2026	Bank	Salaries	Administration	49.92	0.00	49.92
22	27/04/2026	Bank	Salaries	Administration	1,848.16	0.00	1,848.16
23	27/04/2026	Bank	Salaries	HM Revenue & Cust	234.40	0.00	234.40
24	27/04/2026	Bank	Salaries	HM Revenue & Cust	88.88	0.00	88.88
25	27/04/2026	Bank	Employer's NI	HM Revenue & Cust	261.31	0.00	261.31
26	13/04/2026	DD	Mobile	EE	15.03	3.01	18.04
27	27/04/2026	Bank	Website	Vision ICT Ltd	145.00	29.00	174.00
28	20/04/2026	Card	Ground work Play/exercise equipr	Coo-var	79.02	15.80	94.82
29	24/04/2026	Bank	Lengthsman	R Sanders	1,344.00	268.80	1,612.80
					11,379.11	923.06	12,302.17

ii) April receipts

No	Date	Receipt	Description	Supplier	Net	VAT	Total
1	10/04/2026	Bank	Precept	Cornwall Council	50,500.00	0.00	50,500.00
2	07/04/2026	Bank	Donation	National Grid	175.00	0.00	175.00
3	13/04/2026	Bank	Enhanced LMP	Cornwall Council	6,775.00	0.00	6,775.00
4	16/04/2026	Bank	LMP Grant	Cornwall Council	5,262.16	0.00	5,262.16
4	16/04/2026	Bank	LMP Grant	Cornwall Council	2,824.57	0.00	2,824.57
5	20/04/2026	Bank	Cemetery Fees	FE Strike	250.00	0.00	250.00
6	22/04/2026	Bank	Trevurvas Pond	Comish Tin	500.00	0.00	500.00
					66,286.73		66,286.73

h) To receive bank balances

Current Accounts £ 1,055.53

Savings £ 208,265.01

Ashton Amenity £ 7.94

Petty Cash - £155.00

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

11. FOOTPATHS

- i) Report – Circulated
- ii) A new volunteer walker had been found for the Godolphin area to check footpaths.

12. CEMETERY AND CLOSED GRAVEYARDS

- i) Update TW – It is War Graves week 16 -22 May so they will be spruced up.
- ii) Yew tree work will begin shortly and the graveyard audit will start next month

13. PLAYGROUND & EXERCISE AREAS

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

Breage

- ii) All repairs on equipment are a work in progress, increasing life span by 5 years. Swings will be looked at next and broken buddleia tree had been trimmed. It would be good if the Breage Field Committee could regularly rake the sand at the swings and brush out the shelter.

Ashton

- iii) The playground round-a-bout is due to be removed and repaired. The enhanced LMP work is almost complete and the trees recently planted have been re-staked. It was reported that circa 400 trees including a community orchard have been planted.

Praa Sands

- iv) Refurbishment of the keep fit equipment is scheduled for next month.

14. PARISH ROOMS

- i) The Clerk will work from the office in accordance with Lone Worker Policy as directed; and a review of the internal/external decoration will commence in June.

15. POLICE

- i) Report was circulated GS

16. S KERRIER COMMUNITY AREA PARTNERSHIP

- i) No update – General feeling is that the CAP lacks focus with too much time spent on presentations rather than business.

17. LENGTHSMAN

- i) Started to do trimming and doing a good job. No reported flooding or drain issues over the last quarter. BPC will continue with the service level agreement.

18. TREVURVAS POND

- i) Report circulated by DT. Pond Day went really well with excellent feedback from all attendees.

19. ASHTON VILLAGE HUB

- i) Committee support remains strong. £200 raised in the jumble sale, with numerous other events planned for the community, although concerns with electricity bill circa £550 for the last bill.

20. PRAA SANDS

- i) A non-intrusive plant survey is being carried out and a report will be sent to Council when finished.
- ii) Rabbit holes on the Green are scheduled to be filled in over next two months.
- iii) A Spanish film company has sought permission to film on the beach in July, more details are being sought.

21. CORNWALL COUNCIL LEGAL

- i) **To resolve to allow the Clerk to sign the legal agreement 2025 with Cornwall Council**

This was proposed, seconded and approved

22. CLERK'S REPORT Previously circulated to Councillors**23. MEMBERS' REPORTS TO THE COUNCIL AND REPORTS FROM OUTSIDE BODIES****24. CHAIRMAN'S COMMENTS**

- i) **Glyphosate** – The council did not receive the original email regarding this issue from the CAP as the wrong email was used; therefore we are pleased to see the decision is now paused pending a national review.
- ii) Sewage incident at Praa Sands – the Environment Agency update on this issue is now available on the website.

25. DATES AND TIMES OF NEXT MEETINGS

ORDINARY PARISH COUNCIL PLANNING AND LAND USE MATTERS MEETING WEDNESDAY 27 MAY 2026; ORDINARY PARISH COUNCIL MEETING TUESDAY 2 JUNE 2026. MEETINGS TO BE HELD IN THE PARISH ROOMS AT 7.00 P.M. UNLESS OTHERWISE STATED.

Meeting closed at 20:45pm