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**DRAFT MINUTES PRECEPT/BUDGET 2013/2014 PARISH COUNCIL MEETING HELD IN THE PARISH ROOMS  
BREAGE ON TUESDAY 20 NOVEMBER 2012 AT 7.00 P.M.**

Present: Cllr J Keeling (Chairman)  
Cllr Mrs J Anthony  
Cllr A J Best  
Cllr Mrs T Board  
Cllr H Bradford  
Cllr S Caddick  
Cllr Mrs P Darby

Mrs C Macleod (Clerk)

The Chairman wished everyone a good evening and welcomed them.

## **1. FIRE EVACUATION PROCEDURE**

## **2. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Wyvern Batt whose mother was unwell, Cllr Ackland – pantomime commitments, Cllr Coleman who had work commitments and Cllr Rashleigh whose pet was unwell.

## **3. DECLARATION OF INTERESTS**

a) Cllr Mrs T Board's permanent declaration of interest in accordance with LGA 2000: My beneficial interest in Breage Parish Council owned land registered V.G.621 Praa Green, is that my adjoining property has gate access.

**b) To note declarations of interest in accordance with LGA 2000 - Members and officers to declare non-registerable interests or disclosable pecuniary interests (including details thereof) in respect of any items on this agenda and unless you have the benefit of a current and relevant dispensation in relation to these items you must:**

- (i) not participate, or participate further, in any discussions of these items at the meeting;
- (ii) not participate in any vote, or further vote, taken on these items at the meeting; and
- (iii) remove yourself from the meeting while any discussion or vote takes place on these items, to the extent that you are required to absent yourself in accordance with the Council's Standing Orders or other procedural rules.

Where a Member has a non-registerable interest in an item that does not benefit from a valid dispensation and that interest only arises from the Member's participation in or Membership of a body whose objects or purposes are charitable, philanthropic or otherwise for the benefit of the community the Member may, (with the permission of the Chairman of the meeting or until such time as the Chairman directs the Member to stop) address the meeting to provide such information as they reasonably consider might inform the debate and decision to be made before complying with b).

**c) Members to give consideration as to whether their Register of Interest forms are fully up to date**

d) The Chairman gave dispensation to address the meeting and then to comply with 3b) and not vote, item 7b) to Cllr Keeling for (i), (v) and (vii); to Cllr Darby for (viii); to Cllr Anthony for (xii) and reminded Councillors that this is non-registerable interest.

## **4. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman reported that the Remembrance Day Service at Breage had gone very well with dry weather. He said that the War Memorial graveyard had been thoroughly tidied and looked superb. Vicar Penny had returned to take the service.

## **5. PUBLIC PARTICIPATION**

No Public Participation was held as no members of the public were present.

## 6. PLANNING

Cllr Keeling's statement: 'As a reserve member of the Planning West Committee I will not make a final decision on any planning matter until I have heard all the evidence and arguments'.

### a) **TO CONSIDER PLANNING APPLICATIONS RECEIVED FROM CORNWALL COUNCIL**

#### PA12/09200 – Ms Alison Poole – Penhale Vean, Breage, HELSTON TR13 9NU

Variation of condition 4 attached to decision notice PA12/01635 dated 18.06.2012 relating to the replacement of windows and doors using uPVC in lieu of previously agreed timber

Councillors discussed the cost of the installation of wooden doors and window frames, which would apparently be £37,000 to £42,000, double the price of uPVC windows. Comment was made that this is not a new construction, the building is already a dwelling and already has a mixture of wooden and uPVC windows. The neighbouring property, some 7 yards away also has uPVC windows. Further comment was made that uPVC sash windows are these days very well constructed and sympathetic to standards. Cllr Board felt that in these times of austerity when someone is trying to do the best with money available a little understanding indulgence would not be out of place. **It was proposed by Cllr Board, seconded by Cllr Anthony and unanimously resolved by voting Councillors that the application be totally supported.**

### b) **Additional application received after the agenda had been published**

#### PA12/10580 – Mr & Mrs Belcher – Trewennick Bungalow, Carnmeal, Breage, HELSTON TR13 9NL

Proposed conservatory extension to existing domestic dwelling

Councillors had no objections to this, what appears to be, very small extension. **It was proposed by Cllr Caddick, seconded by Cllr Anthony and resolved by voting Councillors with one abstention as the Councillor had not viewed the application, to support the application.**

### c) **TO RECEIVE CONDITIONAL APPROVAL OF PLANNING APPLICATIONS FROM CORNWALL COUNCIL**

#### PA12/08737 – MR Enterprises Ltd – Land at Higher Row, Higher Row, Ashton, Cornwall

Construction of 2 dwellings and garages, formation of access and septic tank drainage (amended design) – Time extension granted

#### PA12/08841 – Mr & Mrs J Hill – Lesceave Cliff Place, Sea Meads, Praa Sands, PENZANCE

Formation of arboretum/greenhouse – Time extension granted

Cllr Board had asked the applicant why the address is given as Seameads as it is not, it is Hendra. The applicant had advised that the Planning Officer had said this was correct.

## 7. FINANCE

### a) **To approve additional November payments**

no.	Name	cheque	Service/item	Net	VAT	Total
75	e-on	dd	Electricity Streetlights Oct	<b>£232.25</b>	<b>£46.45</b>	<b>£278.70</b>
76	Mrs C L Macleod	103143	Norton renewal	<b>£56.50</b>	<b>£8.49</b>	<b>£64.99</b>
77	R W Beard	103144	1 cut cemetery/B7G greens/field	£194.00		£194.00
			A394 lay-by opp. Vicarage Row	£45.00		£45.00
			Cemetery entrance	£30.00		£30.00
				<b>£269.00</b>		<b>£269.00</b>
78	EDF Energy	dd	estimated electricity Parish Rooms	<b>£298.00</b>		<b>£298.00</b>
				<b>£855.75</b>	<b>£54.94</b>	<b>£910.69</b>

Cllr Anthony confirmed that she had checked the payments.

**It was proposed by Cllr Anthony, seconded by Cllr Keeling and unanimously resolved that the payments, as listed above, be passed for payment.**

### b) **To consider the Accounts Team's recommendations for grants for the Financial Year 1 April 2013 to 31 March 2014**

Cllr Keeling did not vote on the following 3 grants.

(i) LGA 1976 MP s19 grant of £500 towards insurance and other costs for Ashton Amenity Association

Cllr Keeling, as Trustee, spoke about the lovely field at Ashton that is privately owned and kept going by donations and fundraising. He said that it could not survive without a grant from the Parish.

(v)LGA MP 1976 s19 grant of £500 towards new pans/crockery for preparation of monthly meals for Parishioners by Breage Village Hall

Cllr Keeling spoke about the wonderful meals the Village Hall, is providing and their need for pans and crockery to carry out this splendid initiative, which he commended.

(vii)LGA 1972 s-145 grant of £500 towards new scenery for Carleen Pantomime Group

Cllr Keeling said that the scenery is needed by the Pantomime Group. He reminded Councillors that many children from all over the Parish take part in the excellent Pantomimes.

**It was proposed by Cllr Best, seconded by Cllr Caddick and unanimously resolved by voting Councillors that an LGA 1976 MP s19 grant of £500 towards insurance and other costs be awarded to Ashton Amenity Association, an LGA MP 1976 s19 grant of £500 towards new pans/crockery for preparation of monthly meals for Parishioners be awarded to Breage Village Hall and an LGA 1972 S145 grant of £500 towards new scenery be awarded to Carleen Pantomime Group.**

(viii) LGA 1976 MP s19 grant of £500 towards security system for Carleen Village Hall

Cllr Darby, the Parish Council's representative on the Carleen Village Hall Committee said that the Hall had suffered recent mindless vandalism resulting in fencing being damaged. This proved enormously costly to repair as it had to be put back safely. PCSO Sadler had recommended that a security system be installed and the committee felt that this must be done.

**It was proposed by Cllr Keeling, seconded by Cllr Board and unanimously resolved by voting Councillors that an LGA 1976 MP s19 grant of £500 towards a security system be awarded to Carleen Village Hall.**

(xii) S137 The Local Governments Act 1972 grant of £750 towards N461 memorial Praa Sands

The Chairman asked Cllr Anthony to give Cllr Bradford some information about this beaching of the aircraft in 1943 and the commemoration of the 70<sup>th</sup> anniversary that Cllr Anthony is helping to organise for June 2 2013. Cllr Anthony gave details and explained that she had now received a quote for £2,000 + vat. There are still people living in Praa Sands who remember the crash and relatives will be hoping to attend. Contact has been made with relatives in Australia.

Cllr Best felt that although this is a worthy memorial he would rather spend the money on people who are alive. He asked if a collection box could be attached to the memorial but it was felt that this would encourage vandalism. Cllr Best asked that if the £2,000 was exceeded in donations if the grant would be repaid to the Parish Council. The Chairman was sure that it would be. Cllr Caddick felt that the memorial should be at the Hendra end where the crash had occurred but it had been previously agreed, at a previous meeting, to put the monument where it would be easily viewed. Cllr Best wondered if a second quote might be obtained. It was noted that other groups had not been asked for more than one quote.

**It was proposed by Cllr Caddick, seconded by Cllr Darby and unanimously resolved by voting Councillors that an S137 The Local Governments Act 1972 grant of £750 towards the N461 memorial on Praa Green be awarded.**

(ii) LGA 1976 MP s19 grant of £500 towards marquee for Ashton Village Committee

**It was recommended that insurance be taken to cover damage to the marquee.**

(iii) LGA 1972 s145 grant of £500 towards cost of free instrument tuition and providing musical entertainment for Parishioners by Breage Band

(iv) LGA 1976 MP s19 grant of £200 towards tree covers/spirals/mulch for Breage Playing Field

(v) LGA 1976 MP s19 grant of £500 towards hoist/crockery/carpet for Carleen Church Community Care Centre

(ix) LGA 1976 MP s19 grant of £500 towards tables/ for Praa Sands and District Community Centre

(x) S137 The Local Governments Act 197 grant of £90 for the Royal British Legion towards poppy wreaths for the Remembrance Sunday Service 2012 and s145 The Local Governments Act 1972 grant of £40 towards the cost of Breage Band playing at the service

(xi) Part 1 s2 Parish Councils Act 1957 Ch42 grant of £30 for Breage Parochial Church Council towards maintenance of Village clock

(xiii) S137 The Local Governments Act 1972 grant of £50 to Cornwall County Playing Fields Association towards continuance of work to help the cause of children's play in the Parish

(xiv) S137 The Local Governments Act 1972 grant of £50 to Cornwall Air Ambulance towards assistance for Parishioners needing aid

(xv) S137 The Local Governments Act 1972 grant of £50 to help Victim Support Cornwall run the Witness Service in criminal courts. This helps victims, witnesses, families and friends in Truro Magistrates Courts and Crown Court

(xvi) S137 The Local Governments Act 1972 grant of £50 to Open Spaces towards the work of the Association in Breage Parish

(xvii) S137 The Local Governments Act 1972 grant of £50 to CAB Helston, nearest branch, to help Parishioners sort their problems

(xviii) S137 The Local Governments Act 1972 grant money of £100 towards further possible grants during year amended:

(xviii) S137 The Local Governments Act 1972 grant money of £50 towards further possible grants during year and

(xix) S137 The Local Governments Act 1972 grant money of £50 towards the running of Helston Museum to benefit the Parishioners of Breage who visit it.

The above grants were discussed by Council and it was agreed that as a further request had been requested that day by Helston Folk Museum (xviii) be divided thus: S137 The Local Governments Act 1972 grant money of £50 towards further possible grants during year and (xix) S137 The Local Governments Act 1972 grant money of £50 towards the running of Helston Museum to benefit the Parishioners of Breage who visit it.

**It was proposed by Cllr Keeling, seconded by Cllr Board and unanimously resolved that the following grants be awarded to the organisations listed:**

**(ii) An LGA 1976 MP s19 grant of £500 towards a marquee for Ashton Village Committee**

**It was recommended that insurance be taken to cover damage to the marquee.**

**(iii) An LGA 1972 s145 grant of £500 towards cost of free instrument tuition and providing musical entertainment for Parishioners by Breage Band**

**(iv) An LGA 1976 MP s19 grant of £200 towards tree covers/spirals/mulch for Breage Playing Field**

**(vi) An LGA 1976 MP s19 grant of £500 towards hoist/crockery/carpet for Carleen Church Community Care Centre**

**(ix) An LGA 1976 MP s19 grant of £500 towards tables/ for Praa Sands and District Community Centre**

(x)An S137 The Local Governments Act 1972 grant of £90 for the Royal British Legion towards poppy wreaths for the Remembrance Sunday Service 2012 and s145The Local Governments Act 1972 grant of £40 towards the cost of Breage Band playing at the service

(xi)A Part 1 s2 Parish Councils Act 1957 Ch42 grant of £30 for Breage Parochial Church Council towards maintenance of Village clock

(xiii) An S137 The Local Governments Act 1972 grant of £50 to Cornwall County Playing Fields Association towards continuance of work to help the cause of children's play in the Parish

(xiv)An S137 The Local Governments Act 1972 grant of £50 to Cornwall Air Ambulance towards assistance for Parishioners needing aid

(xv)An S137 The Local Governments Act 1972 grant of £50 to help Victim Support Cornwall run the Witness Service in criminal courts. This helps victims, witnesses, families and friends in Truro Magistrates Courts and Crown Court

(xvi)An S137 The Local Governments Act 1972 grant of £50 to Open Spaces towards the work of the Association in Breage Parish

(xvii)An S137 The Local Governments Act 1972 grant of £50 to CAB Helston, nearest branch, to help Parishioners sort their problems

(xviii)An S137 The Local Governments Act 1972 grant money of £100 towards further possible grants during year amended:

(xviii)An S137 The Local Governments Act 1972 grant money of £50 towards further possible grants during year and

(xix)An S137 The Local Governments Act 1972 grant money of £50 towards the running of Helston Museum to benefit the Parishioners of Breage who visit it.

Total grants amount to £5,460, less that the 2012/2013 figure of £5,510.

c) To consider and discuss the Accounts Team's recommendations for the Parish Council Precept/Budget for the Financial Year 1 April 2013 to 31 March 2014

The following draft had been circulated previous to the meeting:

RECEIPTS	2011/2012 Actuals	2012/2013 Budget	2012/2013 Actuals	Budget/ Precept 2013/2014
Precept	£47,000.00	£49,000.00	£49,000.00	£49,000.00
Breage Cemetery	£1,759.00	£1,800.00	£856.00	£1,800.00
General Admin	£40.15	£30.00	£37.20	£30.00
Grants & donations	£4.00	£10.00	£500.00	£10.00
Cancelled Cheques				
Footpaths repayment from CC	£3,178.00	£3,178.00		£3,273.00
Bank Interest	£7.53	£6.00	£5.64	£6.00
LMP not received 2010/2011 written off	-£18.00			
<b>TOTAL INCOME</b>	<b>£51,970.68</b>	<b>£54,024.00</b>	<b>£50,398.84</b>	<b>£54,119.00</b>
VAT (recovered)	£1,835.42	£4,000.00	£828.33	£4,000.00
	<b>£53,806.10</b>	<b>£58,024.00</b>	<b>£51,227.17</b>	<b>£58,119.00</b>
PAYMENTS	2011/2012 Actuals	2012/2013 Budget	2012/2013 Actuals	
<b>Administration</b>				
Salaries	£15,434.18	£16,510.00	£9,894.17	£17,500.00
Clerk absence Provision		£2,000.00		£1,500.00
Expenses		£50.00		£50.00
Councillors/Clerk Travel Expenses	£217.95	£300.00	£65.06	£300.00
Employer's National Insurance	£1,271.53	£1,415.00	£731.91	£1,450.00
Councillor and/or Clerk Training	£255.00	£500.00	£15.00	£300.00
Bank charges	£12.50	£20.00		£20.00
Audit Commission/Internal Audit	£560.00	£600.00	£400.00	£600.00
Insurance	£1,358.64	£1,200.00	£1,010.04	£1,200.00
Stationery/Postage/Sundry office exp.	£1,840.39	£1,600.00	£1,131.14	£2,250.00
Subscriptions (CALC, Open Spaces etc)	£770.41	£800.00	£778.31	£800.00
Advertising & Website	£125.00	£250.00	£175.00	£200.00
Election/Referendum Provision		£3,500.00		£3,500.00

**Parish Rooms**

Electricity	£1,089.95	£950.00	£268.08	£1,000.00
Telephone	£251.44	£280.00	£138.02	£280.00
Water	£50.83	£60.00	£26.64	£60.00
Maintenance/Repairs/Renewals/Electrics	£855.97	£1,300.00	£263.15	£1,000.00
Rates	£281.52	£320.00	£306.00	£320.00

**General Maintenance, Repairs, Cleaning**

Notice				
Boards/Benches/Signposts/Fences	£331.00	£800.00	£251.95	£600.00
Handyman Miscellaneous Expenses	£14.00	£400.00	£15.00	£200.00
Bus shelters	£541.67	£600.00	£182.50	£600.00
Cemetery	£634.60	£600.00	£238.82	£500.00
Open Spaces Provision } (Reserve allocation) }s106	£611.00	£200.00	£183.00	£300.00
			£308.00	

**Street Lighting**

Routine Maintenance	£1,057.07	£1,500.00		£1,500.00
Non-routine Maintenance	£4,412.26	£4,000.00	£29.98	£4,000.00
Electricity	£2,865.64	£2,820.00	£1,146.25	£3,100.00
Other Expenditure				
Contracts Grass/ Footpaths	£3,760.00	£4,200.00	£2,905.00	£4,200.00
Amenity Area	£3,319.00	£3,400.00	£3,222.01	£3,400.00
	£72.00	£100.00	£65.00	£100.00

**Donations/section 137**

Grants s137 }	£2,100.00	£590.00	£490.00	£1,180.00
Other grants/donations }	£1,020.00	£4,920.00	£4,920.00	£4,280.00

**Capital Expenditure**

Disability discrimination		£150.00	£37.89	£150.00
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**Contingencies (i.e. late Precept)**

		£2,000.00		£2,000.00
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<b>TOTAL EXPENDITURE</b>	<b>£45,896.00</b>	<b>£58,800.00</b>	<b>£29,197.92</b>	<b>£58,440.00</b>
VAT (paid)	£3,025.72	£4,000.00	£767.93	£3,500.00
<b>TOTAL plus VAT</b>	<b>£48,921.73</b>	<b>£62,800.00</b>	<b>£29,965.85</b>	<b>£61,940.00</b>

**Capital expenses suggestions**

Remove grass front of Parish Rooms replace with weed matting/gravel	No
Carpet main Parish Room	No

More than previous year

Less than previous year

**Reserve allocation outstanding**

Praa Sands s106	£1,240.00	
	£692.00	fence
Cemetery (gift)	£630.07	
Breage Pump Plaque	£120.00	
Breage Pump Resurfacing	£865.00	
	<b>£3,547.07</b>	

The Chairman led Council through the Budget figures and discussion was made. The Chairman noted that there would be no increase in the Precept figure and asked the Clerk to add any further comment. The Clerk said that the suggested Capital projects had been rejected by the Accounts Team. She said that the outstanding reserve allocation had to be taken into consideration and that the pump would be resurfaced during the present financial year. The carry forward figure would be less than the 2012/2013 £20,285.77 and would be nearer £14,000.

**d) To set the Parish Council Precept for the Financial Year 1 April 2013 to 31 March 2014**

**It was proposed by Cllr Keeling, seconded by Cllr Best and unanimously resolved that the 2013/2014 Precept for Breage Parish Council be set at £49,000 against an expected expenditure of £58,440 with the difference of £9,444 being met from Parish balances and expected income. It was asked that the Clerk issue a Press release to advertise the non-increase in Breage Parish Council's Precept.** The Clerk informed Council that the Precept request must be returned to Cornwall Council Finance Service no later than 31 December 2012.

**8. TO RECEIVE ADVANCE NOTICE OF ITEMS FOR NEXT AGENDA**

First buses Praa Sands

**9. DATE AND TIME OF NEXT MEETING - Tuesday 4 December 2012 at 7.00 p.m.**

This was confirmed.

**There being no further business, the Chairman thanked everyone and the meeting closed at 8.48 p.m.**