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Parish Rooms
Breage
Helston
TR13 9PD

**DRAFT MINUTES PRECEPT/BUDGET 2014/2015 PARISH COUNCIL MEETING HELD IN THE PARISH ROOMS
BREAGE ON THURSDAY 21 NOVEMBER 2013 AT 7.00 P.M.**

Present: Cllr P Greenough (Vice-Chairman)
Cllr Mr T Ackland
Cllr A J Best
Cllr Mrs T Board
Cllr H Bradford
Cllr S Caddick
Cllr T R Coleman
Cllr Mrs P Darby
Cllr Ms C Rashleigh

Mrs C Macleod (Clerk)

As the Chairman was unable to attend, being in hospital, Cllr Greenough chaired the meeting.

1. FIRE EVACUATION PROCEDURE

The Clerk read out the Fire Evacuation Procedure.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Wyvern Batt who has broken her arm/shoulder and is in hospital and Cllr Higginson who was still in the Philippines with ShelterBox.

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).

Non-registerable interests were declared by Cllr Ackland for item 6b) - as he wished to speak about Carleen pantomime Group and 6b) (vii) - as he is Chairman of Carleen Village Hall; Cllr Darby for item 6b) (vii) as she is the Parish Council representative for Carleen Village Hall; Cllr Coleman for item 6b) (iii) - as he is Chairman of Ashton Village Committee and for item 6c) - as he had been approached by a Trustee of Ashton Amenity Area; Cllr Rashleigh for item 6b) (v) - as she is the Parish Council representative for Breage Playing Field. The Chairman gave permission for these councillors to address the meeting should they wish and then to comply with 3b) to leave the room and not to vote.

c) To take consideration of written requests for dispensations

There were none.

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

4. CHAIRMAN'S ANNOUNCEMENTS

Cllr Greenough spoke about the Chairman's unfortunate accident and suggested that a card be sent to her from the Parish Council. This was agreed. He reported that the sun shone on a pleasant day at Godolphin on Remembrance Sunday.

5. PUBLIC PARTICIPATION

As no members of the public were present there was no public participation.

6. FINANCE

a) To approve additional November payments

no.	Name	cheque	Service/item	Net	VAT	Total
			Handyman's duties Ashton Notice board Cemetery			
129	Stephen Babbage	103291	shed	£132.16		£132.16
130	e-on	dd	Electricity Streetlights October	£261.65	£52.33	£313.98
131	Mrs C L Macleod	103292	Norton renewal	£56.50	£8.49	£64.99
				£450.31	£60.82	£511.13

Cllr Caddick confirmed that he had checked the payments. **It was proposed by Cllr Caddick, seconded by Cllr Coleman 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 2014 to 31 March 2015

Cllr Greenough explained that the Accounts Team had recommended that the precept remain at £49,000 against an expected expenditure of £68,098 with the difference being met from Parish balances and expected income. It would be possible to alter/amend any of the items listed on the draft precept.

A grant was not recommended for Carleen Pantomime Group as the request was for money towards a sound system. Grants of £2,000 have already been awarded for this: £1,000 in 2009/10 for lighting desk and sound equipment; £500 in 2010/11 for audio stand alone mixing desk and amplifier system and £500 in 2012/13 for a sound console.

Cllr Ackland asked to speak at this point and told the meeting that the £1,000 grant had been used solely towards the lighting desk that had cost £4,500 and there was nothing remaining for the sound system which will cost £2,080. The first £500 had been used to hire a sound system so there is only a small portion of the grants remaining. Cllr Caddick asked who the Group dealt with for sound and light and Cllr Ackland replied that it is Russell Billy from Gweek. Cllr Caddick suggested another person to contact, Russell Fletcher at Camborne and Cllr Ackland will check if he has already been contacted.

Cllr Greenough commented that there had not been a Pantomime last year and that there would not now be one until 2015.

Cllr Ackland explained that it was hoped to do a mid-term show. Cllr Greenough said that it was appreciated how much the system would cost but he would have like to have seen a better worded application. Cllr Best asked if a grant was received, how the remainder of the £2,080 would be made up and if the purchase would be assured for 2014/15. Cllr Ackland said that the Group were applying for matched funding but it had not yet been confirmed. Cllr Greenough said that he could see that the system was needed. Cllr Best suggested that as there are lots of groups doing productions it might be an idea to share equipment as £2,080 for one week a year seemed excessive.

Cllr Ackland left the room at this point.

It was proposed by Cllr Greenough that, as recommended by the Accounts Team, no grant be given to Carleen Pantomime Group towards a sound system. There was no seconder and the Chairman called for another proposal. Cllr Darby suggested that the grantees be asked to supply invoices where appropriate to show that the grants will be used for the purpose for which they were awarded. **It was proposed by Cllr Best, seconded by Cllr Coleman and unanimously resolved that a LGA 1972 s-145 grant of £500 towards a sound system be awarded to Carleen Pantomime Group, to be paid on receipt of an invoice showing that the equipment has been purchased.**

Cllr Ackland returned.

A grant was not recommended for Godolphin Village Fete as costs are covered by the event.

The Chairman said that the Accounts Team had not recommended a grant for Godolphin Village Fete as it makes several thousand pounds profit and gives £500 to Charity. **It was proposed by Cllr Greenough, seconded by Cllr Coleman and unanimously resolved that no grant be awarded to Godolphin Village Fete.**

Cllr Coleman left the room at this point.

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

It was proposed by Cllr Ackland, seconded by Cllr Best 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.

Cllr Coleman returned.

(ii) LGA 1976 MP s19 grant of £500 towards weatherproofing building for Ashton Snooker Club

It was proposed by Cllr Bradford, seconded by Cllr Board and unanimously resolved that an LGA 1976 MP s19 grant of £500 towards weatherproofing the building be awarded to Ashton Snooker Club.

Cllr Coleman explained that a large marquee had been purchased by Ashton Village Committee last year which has been successfully used and it was hoped that the smaller one could be hired out to parishioners.

Cllr Coleman left the room at this point.

(iii) LGA 1976 MP s19 grant of £400 towards small marquee for Ashton Village Committee

It is recommended that this is offered out to local groups for hire at a reduced rate.

Cllr Best said that an invoice should be provided. **It was proposed by Cllr Caddick, seconded by Cllr Best and unanimously resolved by voting councillors that an LGA 1976 MP s19 grant of £400 towards small marquee be awarded to Ashton Village Committee and that the invoice be seen by the Parish Council.**

Cllr Coleman returned.

(iv) LGA 1972 s145 grant of £600 towards cost of free instrument tuition and providing musical entertainment for Parishioners by Breage Band

Cllr Coleman said that the Band struggled every year and needed help to ensure its continuation. It was explained that the 'free' tuition was the cost to the pupils and that that there is a cost for the Band to supply it, the instrument, music, etc. **It was proposed by Cllr Coleman, seconded by Cllr Best and unanimously resolved that an LGA 1972 s145 grant of £600 towards cost of free instrument tuition and providing musical entertainment for Parishioners be awarded to Breage Band.**

(v) LGA 1976 MP s19 grant of £200 towards repair/renewal basketball post for Breage Playing Field
The Chairman said that an e-mail had been received saying that the basketball post was irreparable and that a new one would be needed. The Field Secretary had found that these were priced at some £1,200.
Cllr Rashleigh said that Steve Babbage had said that he was not willing to repair the post as it would be dangerous, so investment was needed on a new one. She explained that the Committee had had to purchase 2 new swings and two more were needed. Cllr Best said that he has asked the person who had quoted for the new Cemetery gates how much it would cost for a galvanised pole and a new backboard and he thought it could be done for a much cheaper price.
Cllr Rashleigh left the room at this point.

Cllr Coleman hoped that the Committee would investigate further. It was realised that the requested £200 would not be sufficient. **It was proposed by Cllr Ackland, seconded by Cllr Coleman and unanimously resolved by voting Councillors that an LGA 1976 MP s19 grant of £400 towards purchase of a new basketball post be awarded to Breage Playing Field and that the invoice be seen by the Parish Council.**

Cllr Rashleigh returned.

(vi) LGA MP 1976 s19 grant of £500 towards replacement front windows for Breage Village Hall
It was agreed that these windows need to be replaced. **It was proposed by Cllr Ackland, seconded by Cllr Caddick and unanimously resolved that an LGA MP 1976 s19 grant of £500 towards replacement front windows be awarded to Breage Village Hall and that the invoice be seen by the Parish Council.**

(vii) LGA 1976 MP s19 grant of £800 towards landscaping/storm drainage for Carleen Village Hall
To be paid on receipt of invoice

Cllr Ackland explained that water from the fields and road causes flooding at Carleen Village Hall. A complete drainage system would cost £24,500 and it was hoped to try a basic escape system through laying pipes which Cornwall Council are hopefully to provide.

Cllrs Ackland and Darby left the room at this point.

Cllr Best asked if Highways could raise the kerbs as some of the run off came from the road. **It was proposed by Cllr Coleman, seconded by Cllr Board and unanimously resolved by voting councillors that LGA 1976 MP s19 grant of £800 towards storm drainage be awarded to Carleen Village Hall on receipt of an invoice and that the money should not be spent on landscaping.**

Cllr Ackland and Darby returned.

(viii) S137 grant of £1,298 for roof repair for Godolphin Chapel Hall
To be paid immediately if agreed as work urgently needed – quote received
Cllr Rashleigh felt that this was rather a large amount to be paid and quoted the Methodist Church's accounting troubles. She was encouraged to realise that this room was used as the local Community Hall even though it does belong to the Methodist Church. Cllr Rashleigh expressed concern that the building may be disposed of but councillors felt there was no reason to think this. The Clerk had checked with CALC that this grant was permissible and had been assured that the grant would be justified under S137 as it is a separate room not used for worship and provides community facilities. This is a bad leak which needs immediate repair to ensure that the room keeps dry, hence the Account's Team's recommendation that the money is paid now. **It was proposed by Cllr Best, seconded by Cllr Coleman and resolved with one vote against that an immediate S137 grant of £1,298 for roof repair of the Community Room be awarded to Godolphin Chapel.**

(ix) S137 grant of £300 towards sailing for disabled Breage Parishioners with Jubilee Sailing Trust
It was agreed that this is a fantastic opportunity and people from Breage have previously enjoyed this facility. **It was proposed by Cllr Best, seconded by Cllr Coleman and unanimously resolved that an S137 grant of £300 towards sailing for disabled Breage Parishioners be awarded to The Jubilee Sailing Trust.**

(x) LGA 1976 MP s19 grant of £1,000 towards kitchen for Praa Sands and District Community Centre
Comment was made that the Community Centre had been saved by the hard work of the Committee and this was felt to be a very worthwhile grant. **It was proposed by Cllr Coleman, seconded by Cllr Best and unanimously resolved that an LGA 1976 MP s19 grant of £1,000 towards a kitchen be awarded Praa Sands and District Community Centre on receipt of an invoice.**

(xi) S137 grant of £500 towards travel expenses to activity for St Breaca (Breage) Brownies
The Clerk read out the following: 'This is an event to celebrate 100 years and the Brownies have attending a Brownie Takeover of an outdoor activity centre in May 2014. The cost of the weekend is £100 per child plus transport, where the cost of the coach is £675.'

It was proposed by Cllr Ackland, seconded by Cllr Caddick and unanimously resolved that an S137 grant of £500 towards travel expenses to an activity be awarded to St Breaca (Breage) Brownies on receipt of an invoice.

(xii) S137 The Local Governments Act 197 grant of £90 for the Royal British Legion towards poppy wreaths for the Remembrance Sunday Service 2014 and an s145The Local Governments Act 1972 grant of £40 towards the cost of Breage Band playing at the service

It was proposed by Cllr Ackland, seconded by Cllr Bradford and unanimously resolved that an S137 The Local Governments Act 197 grant of £90 be awarded to The Royal British Legion towards poppy wreaths for the Remembrance Sunday Service 2014. It was proposed by Cllr Board, seconded by Cllr Bradford and unanimously resolved that an s145The Local Governments Act 1972 grant of £40 be awarded to Breage Band towards the cost of playing at the service.

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

It was proposed by Cllr Best, seconded by Cllr Ackland and unanimously resolved that a Part 1 s2 Parish Councils Act 1957 Ch42 grant of £30 be awarded to Breage Parochial Church Council towards maintenance of the Village clock.

(xiv) S137 The Local Governments Act 1972 grant of £250 to Cornwall Air Ambulance towards assistance for Parishioners needing aid

It was proposed by Cllr Board, seconded by Cllr Bradford and unanimously resolved that an S137 The Local Governments Act 1972 grant of £250 be awarded 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

It was proposed by Cllr Best, second by Cllr Coleman and unanimously resolved that an S137 The Local Governments Act 1972 grant of £50 be awarded to Victim Support Cornwall to help run the Witness Service in criminal courts. This would help Breage Parish victims, witnesses, families and friends in Truro Magistrates Courts and Crown Court.

(xvi) S137 The Local Governments Act 1972 grant of £50 to CAB Penzance, nearest branch, to help Parishioners sort their problem

It was proposed by Cllr Bradford, seconded by Cllr Greenough and unanimously resolved that an S137 The Local Governments Act 1972 grant of £50 be awarded to CAB Penzance, nearest branch, to help Breage Parishioners sort their problems.

(xvii) S137 grant of £200 for memorials 1914 war 100 years

It was proposed by Cllr Coleman, seconded by Cllr Ackland and unanimously resolved that an S137 grant of £200 be made for memorial remembrances of the 1914 war 100 years.

(xviii) S137 £100 towards further possible grants during year

It was proposed by Cllr Greenough, seconded by Cllr Ackland and unanimously resolved that £100 be made available towards further possible s137 grants during year 2014/2015.

c) **To consider the further £1,120 that will need to be added to cover grass cutting costs Ashton Field should the Parish Council take over responsibility or to consider an additional grant towards the grass cutting if the Parish Council does not take over responsibility.**

The Chairman advised the meeting that Mrs Keeling, one of the Trustees, had telephoned today to say that no decision had yet been made about the responsibility of Ashton field and that she asked that the Parish council please continue its support for the Amenity Area. The £1,120 was a basic amount needed to cut the grass, keeping it at a tidy level and does not allow for legal costs, etc. It was proposed by Cllr Greenough, seconded by Cllr Ackland and unanimously resolved that £1,120 be included separately in the Precept for use if the Parish Council takes responsibility for the field and that no additional grant be considered at this time.

d) **To consider and discuss the Accounts Team's recommendations for the Parish Council Precept/Budget for the Financial Year 1 April 2014 to 31 March 2015**

The draft recommended precept had been circulated to Councillors previous to the meeting and was now amended, as shown below, to include the Carleen Pantomime Group grant and the increased Breage Playing Field grant:

	2012/2013	2013/2014	2013/2014	Budget/
RECEIPTS	Actuals	Budget	Actuals	Precept
				2014/2015
Precept	£49,000.00	£49,000.00	£53,475.02	£49,000.00
Breage Cemetery	£2,472.00	£1,800.00	£2,045.00	£1,800.00
General Admin	£56.70	£30.00	£11.00	£30.00
Grants & donations	£500.00	£10.00		£10.00
Grant bus shelter	£2,497.62			
N/461 donations 2012/13	£170.00			
Footpaths repayment from CC	£3,273.00	£3,273.00	£5,643.21	£5,191.45
Bank Interest	£13.38	£6.00	£7.61	£12.00
TOTAL INCOME	£57,982.70	£54,119.00	£61,181.84	£56,043.45
VAT (recovered)	£2,851.07	£4,000.00		£3,000.00
	£60,833.77	£58,119.00	£61,181.84	£59,043.45
PAYMENTS	2012/2013	2013/2014	2013/2014	2014/2015
Administration	Actuals	Budget	Actuals	Budget/Precept
Salaries	£16,910.60	£17,500.00	£11,248.90	£18,800.00
Clerk absence Provision		£1,500.00		£1,500.00
Expenses		£50.00		£50.00
Councillors/Clerk Travel Expenses	£202.50	£300.00	£85.44	£180.00
Employer's National Insurance	£1,240.01	£1,450.00	£901.31	£1,500.00
Councillor and/or Clerk Training	£15.00	£300.00	£44.10	£300.00
Bank charges		£20.00		£10.00
Audit Commission/Internal Audit	£550.00	£600.00	£450.00	£500.00
Insurance	£1,010.04	£1,200.00	£885.75	£900.00

Stationery/Postage/Sundry office exp.	£1,987.39	£2,250.00	£1,494.15	£2,500.00	136/13
Subscriptions (CALC, Open Spaces etc)	£778.31	£800.00	£801.79	£820.00	
Advertising & Website	£175.00	£200.00	£250.00	£800.00	
Election/Referendum Provision		£3,500.00	£147.93	£3,500.00	
Parish Rooms					
Electricity	£1,116.20	£1,000.00	£396.16	£1,000.00	
Telephone	£321.66	£280.00	£264.19	£300.00	
Water	£56.96	£60.00	£28.23	£60.00	
Maintenance/Repairs/Renewals/Electrics	£765.39	£1,000.00	£219.24	£1,000.00	
Rates	£306.00	£320.00	£314.16	£330.00	
General Maintenance, Repairs, Cleaning					
Notice					
Boards/Benches/Signposts/Fences	£646.45	£600.00	£266.00	£500.00	
Handyman Miscellaneous Expenses	£30.00	£200.00			
Bus shelters	£2,902.62	£600.00	£217.37	£500.00	
Cemetery	£261.31	£500.00	£150.85	£2,000.00	
Open Spaces Provision	£385.50	£300.00	£648.00	£300.00	
Praa Sands Dune Maintenance				£300.00	
(Reserve allocation) }s106	£308.00				
N/461			£34.79		
Street Lighting					
Routine Maintenance	£623.96	£1,500.00	£166.43	£1,000.00	
Non-routine Maintenance	£4,057.99	£4,000.00	£58.05	£6,000.00	
Electricity	£2,734.52	£3,100.00	£1,176.81	£3,200.00	
	2012/2013	2013/2014	2013/2014	Budget/Precept	
	Actuals	Budget	Actuals	2014/2015	
Other Expenditure					
Contracts Grass/	£3,950.00	£4,200.00	£2,354.00	£4,200.00	
Footpaths	£3,274.01	£3,400.00	£3,084.74	£3,400.00	
South West Coastal Path			£2,558.47	£1,920.00	
Upkeep PROW 25				£100.00	
Amenity Area	£65.00	£100.00	£80.00	£100.00	
AAA additional towards grass cutting				£1,120.00	
Donations/section 137					
Grants s137 }	£490.00	£1,180.00	£1,140.00	£2,838.00	
Other grants/donations }	£4,920.00	£4,280.00	£4,320.00	£5,270.00	
Capital Expenditure	£1,250.00		£347.50		
Disability discrimination	£37.89	£150.00			
Contingencies (i.e. late Precept)		£2,000.00			
Parish Emergency Group Contingency				£2,000.00	
TOTAL EXPENDITURE	£51,372.31	£58,440.00	£34,134.36	£68,798.00	
VAT (paid)	£2,851.07	£3,500.00	£1,403.03	£3,000.00	
TOTAL plus VAT	£54,223.38	£61,940.00	£35,537.39	£71,798.00	
Reserve allocation outstanding					
Praa Sands s106		£1,240.00			
		£692.00			
Cemetery (gift)		£630.07			
N/461 donations		£170.00			
		£2,732.07			
Capital expenses					
Lap top and projector to be paid for from 2013/14 balances					
More than previous year					
Less than previous year					

The Chairman led Council through the figures and time was spent in discussion and consideration of the Accounts Team's recommendations and it was recognised that this will probably be the last time such large grants will be awarded and it was agreed that the Clerk inform grant applicants of this. Notice of the outstanding reserve allocation must be taken.

e) To set the Parish Council Precept for the Financial Year 1 April 2014 to 31 March 2015

The Precept request must be returned to Cornwall Council Finance Service no later than 31 December 2013.

The Chairman noted that there would be no increase in the Precept. There is however time to adjust the Precept figure should Council so wish once Cornwall Council's decision about the Council Tax Support grant is known.

It was proposed by Cllr Ackland, seconded by Cllr Coleman and unanimously resolved that the 2014/2015 Precept for Breage Parish Council be set at £49,000 against an expected expenditure of £68,798 with the difference of £19,798 being met from Parish balances and expected income.

7. TO RECEIVE ADVANCE NOTICE OF ITEMS FOR NEXT AGENDA

Lengthsman Scheme; Clearing of ditches.

8. DATE AND TIME OF NEXT MEETING - Tuesday 3 December 2013 at 7.00 p.m. in the Parish Rooms, Breage

There being no further matters, the meeting closed at 8.30 p.m.