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DRAFT MINUTES OF THE PARISH COUNCIL MEETING TO SET THE PRECEPT FOR 2011/2012
HELD IN THE PARISH ROOMS BREAGE AT 7.00 pm ON TUESDAY 23 NOVEMBER 2010

Present: Cllr J Keeling (Chairman)
Cllr T Ackland
Cllr A Best
Cllr T Coleman
Cllr Mrs P Darby
Cllr P Greenough
Cllr Mrs A Greenstreet
Cllr Ms C Rashleigh
Cllr P Shrimpton

2 Members of the public
Mrs C Macleod (Clerk)

The Chairman welcomed everyone to the meeting.

1. FIRE EVACUATION PROCEDURE

The Clerk read out the Fire Evacuation Procedure

2. APOLOGIES FOR ABSENCE

There were no apologies for absence

3. DECLARATION OF INTERESTS

To note declarations of interest in accordance with LGA 2000 - Members and officers to declare personal and prejudicial interests (including details thereof)

a) in respect of any items on this agenda

The Chairman declared a personal and prejudicial interest in item 8, Finance b) 1. and 4. as he is a Trustee for Ashton Amenity Area. and in 3. as he is the producer of the Carleen Pantomime. Cllr Ackland declared a personal and prejudicial interest in item 8, Finance b) 1., 3. and 6. because of his connection to Carleen Village Hall as Chairman of the Pantomime Group. Cllr Rashleigh declared a personal interest in item 8, Finance b) 7. as she is the Parish Council's representative on the Breage Playing Field committee. Cllr Greenough declared a personal interest in item 8, Finance b) 1., 3. and 6 as his wife is a member of the Carleen Village Hall committee. Cllr Darby declared a personal interest in item 8, Finance b) 1. and 6. As she is the Parish Council's representative on Carleen Village Hall committee. Cllr Best declared a personal interest in item 8, Finance b) 3. as he is a helper for the Carleen Pantomime Group.

b) in respect of gifts of a value of more than £25

There were none.

4. CHAIRMAN'S ANNOUNCEMENTS

There were none.

5. PUBLIC PARTICIPATION

Members of the public may raise subjects they wish to bring to the attention of the Parish Council. Listeners should note that decisions cannot be made on items not on the agenda.

Public participation took place here from 7.07 to 7.27 p.m.

6. ELECTION OF VICE-CHAIRMAN

Cllr Ackland was nominated for election as Vice-Chairman by Cllr Greenstreet and seconded by Cllr Greenough. The Chairman asked Cllr Ackland if he wished to be elected. He said that he would do it but under duress, citing family commitments. Cllr Shrimpton stated that no-one should be elected under duress. This was agreed by Council. The Chairman asked if any other Councillor wished to be considered for the post. Cllr Rashleigh expressed her willingness to stand, having previously informed the Chairman. **Cllr Rashleigh was nominated for election as Vice-Chairman of Breage Parish Council by Cllr Keeling, seconded by Cllr Best and unanimously elected.**

7. PLANNING

a) Cllr Keeling's statement

Cllr Keeling asked the Clerk to include the following statement: 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'. Cllr Keeling did not vote on any of the applications.

b) TO CONSIDER PLANNING APPLICATIONS RECEIVED FROM CORNWALL COUNCIL

PA10/06779 – Mrs L Dyke – 7 Hendra Close, Ashton, HELSTON, Cornwall

Construction of a single storey rear extension

A no comment reply has been made and the application returned as no extended time was permitted. The Chairman said that he would make sure that there are no objection from local people.

c) PLANNING APPLICATIONS RECEIVED AFTER PUBLICATION OF THE AGENDA UP TO 12 NOON ON FRIDAY 19 NOVEMBER 2010

There were no additional applications.

8. FINANCE

a) To approve additional November payments (amended)

Cllr Greenough reported that he had checked the amended list of payments. The Clerk had amended the sheet as she had received a credit note from Viking, that had been deducted from the Viking payment and The Royal British Legion cheque had been lost in the post and a replacement issued.

no.	Name	cheque	Service/item	Net	VAT	Total
	Mrs C L					
65	Macleod(Amazon)	102846	Printer/scanner/copier	£68.71	£12.02	£80.73
	Mrs C L Macleod					
66	(Norton)	102847	Subscription renewal computer	£56.51	£8.48	£64.99
	cancelled lost in post	102834	Royal British Legion grant	-£100.00		-£100.00
	Replacement	102848	Wreaths and Band grant s137 1 cut Cemetery/Field/B&G	£100.00		£100.00
67	R W Beard	102849	greens	£180.00		£180.00
68	Viking Direct	102850	Inks Lexmark	£105.94	£18.54	£124.48
	Credit note		Return Brother inks	-£56.95	-£9.97	-£66.92
				£48.99	£8.57	£57.56
				£354.21	£29.07	£383.28

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

b) TO DISCUSS THE PARISH COUNCIL PRECEPT FOR THE FINANCIAL YEAR 1 APRIL 2011 TO 31 MARCH 2012

Councillors and public had been provided with a budget/precept sheet prepared by the Accounts Team. The Chairman thanked Cllrs Greenough and Shrimpton and the Clerk for this preparation.

Cllrs Ackland and Keeling left the room at this point. Cllr Rashleigh took the Chair.

1. To consider provision of grass cutting on Ashton Playing Field and Carleen Football Field

It was pointed out that £1,320 had been added to the grass cutting budget figure to cover one cut a month at Ashton, £840, and Carleen, (£480), fields. Cllr Best felt that this should not be a commitment taken on by the Parish Council as the Council does not own these fields. He felt that it would be better to give these two groups an extra grant to enable them the groups to pay for their own grass cutting.

Cllr Greenough advised that the overall budget is very 'tight' but he would support the payment, that would be coming from Council's balances. This would only be for one year. It was felt that there would not be money available for future years. Other Councillors expressed support. **It was proposed by Cllr Best, seconded by Cllr Greenough and unanimously resolved that the Parish Council do not pay for their contractor to cut the Ashton and Carleen fields but that a s137 grant of £400 be awarded to each of these committees at the next Parish Council meeting.**

3. To consider S145 grant of £400 towards replacement of worn back-drops and black out curtains for Carleen Pantomime Group

It was remarked that the curtains really are in a very poor condition, held together with masking tape and that the track is abysmal. **It was proposed by Cllr Greenough, seconded by Cllr Best and unanimously resolved that Carleen Pantomime Group be awarded a £400 s145 grant towards new curtains and back-drops.**

4. To consider s137 grant of £400 towards insurance for Ashton Amenity Association Ashton Amenity

It was agreed that although money is very tight £400 should be awarded towards the insurance of Ashton Field. **It was proposed by Cllr Best, seconded by Cllr Shrimpton and unanimously resolved that Association be awarded a £400 s137 grant towards insuring Ashton Field.**

6. To consider s137 grant of £400 towards redecoration of main hall end entrance hall for Carleen Village Hall
Cllr Coleman said how superb the redecoration is looking. The full cost of the redecoration is in excess of £1,500.

It was proposed by Cllr Rashleigh, seconded by Cllr Greenough and unanimously resolved that Carleen Village Hall be awarded a £400 s137 grant towards redecoration of main hall end entrance hall.

Cllrs Ackland and Keeling returned at this point. Cllr Keeling resumed the Chair.

2. To consider s137 grant of £400 towards provision of covered corridor for Carleen Community Care Centre
The Chairman and Councillors praised the Centre for its work. **It was proposed by Cllr Keeling, seconded by Cllr Greenough and unanimously resolved that Carleen Community Care Centre be awarded an s137 grant of £400 towards the provision of a covered corridor.**

5. To consider s137 grant of £400 towards cost of replacement cornet and music for training for Breage Band
The Council expressed delight over the amount of work Breage Band carried out attending and supporting functions in the Parish. **It was proposed by Cllr Coleman, seconded by Cllr Greenstreet and unanimously resolved to award Breage Band an s137 grant of £400 towards the cost of a replacement cornet and music for training.**

7. To consider s137 grant of £400 towards matting under rocking creatures, planters and basketball post for Breage Playing Field

Cllr Rashleigh explained that the replacement matting alone would cost about £1,500 and now a basketball post and planters were needed and funds were now diminished. It was proposed by Cllr Ackland, seconded by Cllr Greenough and unanimously resolved that Breage Playing Field be awarded an s137 grant of £400 towards matting, a basketball post and planters.

c) TO SET THE PARISH COUNCIL PRECEPT FOR THE FINANCIAL YEAR 1 APRIL 2011 TO 31 MARCH 2012

The Chairman expressed thanks to the Accounts Team Councillors and the Clerk for their work in providing the draft budget/precept figures. There is an increase of £2,000 in the draft Precept figure, a small increase for the Council. The Chairman assured the meeting that there would be no referendums and no problems regarding Parish Council Precepts. After discussion and some alterations the following table, as amended at the meeting, was agreed. This shows actual figures up to and including 23 November 2010.

It was proposed by Cllr Keeling, seconded by Cllr Shrimpton and unanimously resolved that the 2011/2012 Precept be set at £47,000 against a total expected expenditure of £52,815, with the difference of £5,815 being met from Parish balances and expected income.

	2009/2010	2010/2011	2010/2011	2011/2012
	Actuals	Budget	Actuals	Budget
RECEIPTS				
Precept	£38,000.00	£45,000.00	£45,000.00	£47,000.00
Breage Cemetery	£1,444.00	£800.00	£899.00	£1,500.00
General Admin	£74.17	£40.00	£40.71	£50.00
Grants & donations	£3,878.32		£10.50	£20.00
Grant Allotments	£4,000.00			
Transfer to Breage Allotment Growers	-£4,000.00			
Cancelled Cheques				
Footpaths repayment from CCC	£3,078.38	£3,500.00	£2,693.68	£3,300.00
Bank Interest	£8.33	£10.00	£2.53	£4.00
TOTAL INCOME	£46,483.20	£49,350.00	£48,646.42	£51,874.00
VAT (recovered)	£3,702.93	£3,000.00	£2,091.94	£3,000.00
	£50,186.13	£52,350.00	£50,738.36	£54,874.00
PAYMENTS	Actuals	Budget	Actuals	
Administration				
Salaries	£14,149.59	£15,500.00	£10,035.49	£16,000.00
Clerk absence Provision				£2,000.00
Expenses		£100.00		£50.00
Travel	£227.88	£200.00	£121.64	£200.00
Employer's National Insurance	£1,080.01	£1,250.00	£797.12	£1,375.00
Chairman's Expenses	£100.00			
Caretaker Honorarium	£300.00	£360.00	£175.00	£360.00
Councillor and/or Clerk Training	£249.00	£500.00		£500.00
Councillor Travelling Expenses		£100.00		£100.00
Bank charges		£50.00		£30.00
Audit Commission/Internal Audit	£560.00	£600.00	£560.00	£600.00

Insurance	£1,057.23	£1,200.00	£1,316.64	£1,450.00
Stationery/Postage/Sundry office expenses	£1,590.92	£1,200.00	£1,303.77	£1,200.00
Subscriptions (CALC, Open Spaces etc)	£737.70	£800.00	£735.41	£800.00
Advertising & Website	£193.80	£300.00	£125.00	£200.00
Election/Referendum Provision	£2,647.63	£2,000.00		£3,500.00
Legal Expenses (Incl Allotments)		£500.00		
HMRC charges				
Parish Rooms				
Electricity	£881.51	£900.00	£312.81	£950.00
Telephone	£258.86	£300.00	£119.64	£300.00
Water	£43.03	£60.00	£23.12	£60.00
Maintenance/Repairs/Renewals/Electrics	£1,560.06	£1,500.00	£533.99	£1,000.00
Rates	£300.70	£350.00	£281.52	£320.00
General Maintenance, Repairs, Cleaning				
Notice				
Boards/Benches/Signposts/Fences	£586.18	£1,000.00	£331.00	£800.00
Handyman Miscellaneous Expenses		£1,000.00	£14.00	£250.00
Bus shelters	£2,451.53	£500.00	£175.50	£500.00
Cemetery	£138.69	£500.00	£557.87	£500.00
Open Spaces Provision	£7,582.00	£1,000.00	£13.00	£250.00

	2009/2010	2010/2011	2010/2011	2011/2012
	Actuals	Budget	Actuals	Budget

Street Lighting

Routine Maintenance	£1,359.09	£2,000.00	£453.03	£2,500.00
Non-routine Maintenance	£4,470.28	£4,000.00	£81.26	£1,000.00
Electricity	£2,446.27	£3,000.00	£2,192.47	£3,300.00

Other Expenditure

Contracts Grass/	£3,510.00	£4,000.00	£2,780.00	£4,000.00
Footpaths	£3,078.38	£3,500.00	£3,032.60	£3,300.00
Amenity Area	£98.00		£72.00	£100.00

Donations/section 137

Grants s137 }	£5,200.00	£3,000.00	£2,100.00	£2,300.00
Other grants/donations }	£1,350.00	£100.00	£1,020.00	£1,270.00
Capital Expenditure	£3,283.00		£51.46	£1,600.00
Disability discrimination		£200.00		£150.00

Contingencies (i.e. late Precept)

		£500.00		
TOTAL EXPENDITURE	£61,491.34	£52,070.00	£29,315.34	£52,815.00
VAT (paid)	£4,397.95		£1,483.03	£4,000.00
	£65,889.29		£30,798.37	£56,815.00

* must have

* optional extras

increase

decrease

Capital expenses

CCTV Parish Rooms	no
Additional light Parish Rooms	£100.00
Path repairs Parish Rooms	£500.00
Cemetery path	
Cemetery shed	£400.00
Loft insulation Parish Rooms	£600.00
	£1,600.00

Requests for grants

	request received
Marie Curie Cornwall Nursing Appeal	£50.00
CAB Cornwall	£50.00
Cornwall Air Ambulance	£50.00
Royal British Legion	£100.00
Any Other	£100.00
St Breaca Church - clock	£20.00
Carleen Community Care Centre	£400.00
Carleen Pantomime Group	£400.00
Ashton Amenity Association	£400.00
Breage Band	£400.00
Carleen Village Hall	£400.00
Breage Field	£400.00
Additional grants	
Ashton Amenity Association grass cutting	£400.00
Carleen Village Hall grass cutting	£400.00
	£3,570.00

Reserve allocation

Praa Sands s106	£2,240.00
Cemetery (gift)	£880.00
Breage Pump	£120.00
	£3,240.00

9.TO RECEIVE ADVANCE NOTICE OF ITEMS FOR NEXT AGENDA

To discuss Planning Applications arriving with little time for Parish Council to comment.

10.DATE AND TIME OF NEXT MEETING - Tuesday 7 December 2010 at 7.00 p.m.

This was confirmed.

There being no further business the meeting closed at 8.02 p.m.

BREAGE PARISH COUNCIL

DRAFT MINUTES OF PUBLIC PARTICIPATION DURING THE PARISH COUNCIL MEETING TO SET THE PRECEPT 2011/2012 HELD ON TUESDAY 23 NOVEMBER 2010 IN THE PARISH ROOMS BREAGE AT 7.00 P.M.

At 7.07 p.m. the Chairman invited members of the public to put forward any concerns they had, or issues they wished to make known to the Parish Council, in regard to any items on the agenda.

Mr Rayment complained of Council Tax increases and said that the figures have risen enormously over the last 5 years. The Police figure has increased by 113%. As a Pensioner whose Pension increase is only 1.3% this year and his Public Service Pension having no increase, he found the fact that there seems to be an increase in the Council Tax each year very difficult. He asked that the Council bear the figures in mind. He asked if the Street lighting maintenance costs could be reduced and asked if the Street lights were all low wattage.

The Chairman explained that all were minded about the austere measures in progress. The Parish Council increases would therefore be low but resources need to be maintained.

Mrs Anthony advised Councillors that the planning application for two houses next to her home is to be resubmitted in a different format with 3 week's consultation process. She herself could see no difference in the second application. The closing date for Parish Council comments will be the date of the next PC meeting. She asked that the Council please continue to support her objections. The Clerk will apply to the Planning Officer and ask for permission to E-mail the Council's comments after the meeting on 7 December 2010.

Mrs Anthony wished to voice her concern about late notification of planning applications and about the process for consideration of planning applications:

'It seems to be becoming more frequent that applications are received after the Parish Council agendas are published. Consultees may therefore not be aware that the Parish Council is going to consider and comment on an application and may therefore miss the opportunity to address the Parish Council before its response is sent to the planning department. I am aware that the response date given by the planning department may be before the next meeting, but in view of the very important role that the Parish Council now has under the new Planning Protocol I believe that it is crucial that ALL applications go through the proper process i.e. published on the agenda so that everyone knows that it is to be discussed and has the opportunity to a) put forward their objections to the Parish Council and b) to know the decision of the Parish Council on whether it supports or objects to the application. I therefore ask the Parish Council to formally agree with the planning department that the response date for applications received after publication of the agenda be automatically extended so that ALL applications go through the proper process. If the planning department does not agree to this then it should be raised with the Planning Procedures Committee because it can become very easy for the dates for the planning system to be manipulated in such a way as to stifle opposition or comment.'

The Chairman explained that Crowan had expressed similar problems. As all 214 Parish Councils meet on different dates this would be a very difficult pattern to follow. The Chairman stated that Breage Parish Council rarely have such problems and time extensions are usually granted.

Cllr Ackland spoke about item 8, Finance b) 1. the cutting of the grass at Carleen playing field, saying that the field gets a lot of public use and b) 3. the requested grant for Carleen Pantomime Group, saying that the group is running on the breadline, like most groups and the reason the curtains and backdrops are needed is because they are worn out.

Cllr Ackland said that he appreciates that other groups, too, have a lack of money.

Cllr Darby spoke about item 8, Finance b) 6. the requested grant for Carleen Village Hall redecoration, saying that it would cost £1,542, a lot for the Village Hall to find and any help would be welcome as it would help to lever in other match funding.

Cllr Keeling spoke about item 8, Finance b) 4. the requested grant for Ashton Amenity Area, saying that he is a Trustee. He said that Breage had had their playing field purchased for them by the Parish Council but Ashton Village had purchased their field. There is a well used football pitch that needs new goal posts and this does need regular cutting and it impossible to meet this cost as well as insurance, safety checks and maintenance of the play equipment. He also spoke about b) 3. the requested grant for Carleen Pantomime Group, saying that if the Parish Council wants such events it needs to help out the best it can.

Cllr Greenough stated that the cutting of the grass for Carleen and Ashton would add 3% to the budget.

Public Participation ended at 7.27 p.m.