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**DRAFT MINUTES ORDINARY PARISH COUNCIL MEETING HELD AT 7.00 P.M. IN THE PARISH ROOMS BREAGE  
ON TUESDAY 11 SEPTEMBER 2018**

Present: Cllr T Woodhams JP (Chairman)

Cllr A Best

Cllr S Caddick

Cllr Mrs P Darby

Cllr Mrs K La Borde

Cllr C Macleod

Cllr W Perrin

Cllr C M Ralph

Cllr Ms C Rashleigh

Cllr Mrs R Wyvern Batt

Mrs C Macleod (Clerk/RFO)

3 Members of the Public

The Chairman wished all a Good Evening. The GDPR statement on the signing in sheet was explained. Agenda item 12 had been withdrawn at the request of the Ashton Village Committee. Item 16 will be in Closed Session so that the public are not bored by it.

**1.FIRE EVACUATION PROCEDURE**

Explained.

**2.APOLOGIES FOR ABSENCE**

a)To receive and accept apologies for absence

HB, TA and Cllr Keeling.

**3.DECLARATION OF INTERESTS**

a)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)

None.

b) To take consideration of written requests for dispensations

None.

c) Each Member to ensure that their register of interests is up-to-date

Nothing declared.

**4.CONFIRMATION OF MINUTES OF THE ORDINARY PARISH COUNCIL MEETING held on 7 August 2018**

Proposed confirmed by RWB, seconded by CMR and resolved with 1 abstention (Cllr absent from meeting). Chairman signed.

**5. PUBLIC PARTICIPATION INCLUDING REPORT FROM CORNWALL COUNCILLOR**

a)Each member of the public is entitled to speak once only in respect of business itemised on the agenda or in respect of something they wish to bring to the Parish Council's attention for inclusion on a future agenda and may speak for a period of time which is at the Chairman's discretion

b)A question asked by a member of the public during this public participation session shall not require a response or debate

c)The Chairman may direct that a response to a question posed by a member of the public be referred to a Councillor for oral response or to the Clerk for a written or oral response

d)A record of the public participation session shall be included on a separate page in the minutes of the meeting

Public participation was held here from 7.04 to 7.09 p.m.

**6. FINANCE**

**a) To resolve to approve Finance Regulations 6.6 Resolution for approval of use of a variable DD for payments to BT for Mobile phone payments**

**Approval was proposed by SC, seconded by AB and unanimously resolved.**

b) The Finance & General Purposes Committee meeting re. the Budget/Precept 2019/20 will be held on Thursday 18 October 2018 in the Parish Rooms at 7.00 p.m. Please forward any alterations and/or additions for consideration to the Clerk

c) The Parish Council Meeting to set the Budget/Precept 2019/20 will be held on Thursday 22 November in the Parish Rooms at 7.00 p.m.

**d) To resolve to accept Scribe Accounts reconciliations for April – June.**

**Acceptance Proposed by AB, seconded by SC and unanimously resolved.** Signed by F & GP Chairman.

Finance Committee to meet on Friday to look at Scribe on the large screen.

**e) To resolve to approve September payments**

RWB confirmed that the payments had been checked.

no.	Name	cheque	Service/item	Net	VAT	Total
112	SW Water Business	104097	PS Toilets water 14 Dec- 21 Feb	£38.00	£7.61	£45.61
			22 Feb - 4 May	£39.54	£7.89	£47.43
				<b>£77.54</b>	<b>£15.50</b>	<b>£93.04</b>
113	Aqua Rod (SW) Limited	104098	PS Toilets clear blockage	<b>£65.00</b>	<b>£13.00</b>	<b>£78.00</b>
114	SW Water Business	BACS	PSToilets Water 5 May - 5 Aug	<b>£187.97</b>	<b>£37.59</b>	<b>£225.56</b>
119	SSE Contracting Ltd	104101	Street Light shield 036BA	<b>£87.50</b>	<b>£17.50</b>	<b>£105.00</b>
120	Aqua Rod (SW) Limited	104102	PS Toilets clear blockage & test flow	<b>£85.00</b>	<b>£17.00</b>	<b>£102.00</b>
121	British Gas	dd	Electricity P Rooms	<b>£110.38</b>	<b>£5.51</b>	<b>£115.89</b>
122	BT	dd	Telephone	<b>£25.99</b>	<b>£5.20</b>	<b>£31.19</b>
123	Cornwall Council	104103	Election costs	<b>£4,550.07</b>		<b>£4,550.07</b>
124	R Sanders		2 cuts Cemetery/B&G greens/Breage Field/			
			1 cut PS green	£350.00	£70.00	£420.00
			Bus shelter Breage	£15.00	£3.00	£18.00
			2 cuts Ashton Field	£180.00	£36.00	£216.00
		104104		<b>£545.00</b>	<b>£109.00</b>	<b>£654.00</b>
125	R M & S J Jones & Son	104105	PS Toilets Tank emptying/disposal August	<b>£2,155.00</b>	<b>£431.00</b>	<b>£2,586.00</b>
139	R M & S J Jones & Son	104112	PS Toilets clear blockages	<b>£120.00</b>	<b>£24.00</b>	<b>£144.00</b>
126	S Babbage		PS Toilets	£45.00		£45.00
			Repair Carleen notice board	£95.95		£95.95
		104106		<b>£140.95</b>		<b>£140.95</b>
127	E-on	dd	Electricity Streetlights June	<b>£236.12</b>	<b>£47.22</b>	<b>£283.34</b>
128	T F Laity	104107	Bus shelter cleaning August	<b>£49.17</b>		<b>£49.17</b>
129	Cormac Solutions Ltd	104108	PS Toilets cleaning August	<b>£561.29</b>	<b>£112.26</b>	<b>£673.55</b>
130	BT	dd	Telephone	<b>£28.06</b>	<b>£5.61</b>	<b>£33.67</b>
131	SW Water Business	dd	Cemetery water 5 May-14 Aug	<b>£12.53</b>		<b>£12.53</b>
132	SW Water Business	dd	Water P Rooms 5 May - 14 Aug	<b>£18.17</b>		<b>£18.17</b>
133	British Gas	dd	PS Toilets electricity 13 Jul- 10 Aug	<b>£7.83</b>	<b>£0.39</b>	<b>£8.22</b>
134	BT	dd	Mobile	<b>£20.00</b>	<b>£4.00</b>	<b>£24.00</b>
135	Cornwall Council	104109	PS Toilets Rates September	<b>£114.00</b>		<b>£114.00</b>
136	TV Licensing	dd	TV Licence	<b>£150.50</b>		<b>£150.50</b>
			<b>sub totals</b>	<b>£9,348.07</b>	<b>£844.78</b>	<b>£10,192.85</b>
115	Mrs C L Macleod	Bank	Salary August and back pay	<b>£1,823.31</b>		<b>£1,823.31</b>
116	HMR & C		PAYE	£390.00		£390.00
			Employer's NI	£228.57		£228.57
		104099		<b>£618.57</b>		<b>£618.57</b>
117	NEST		Pension Aug Clerk	£149.78		£149.78
			Pension Aug Employer	£56.17		£56.17
		dd		<b>£205.95</b>		<b>£205.95</b>
137	Mrs C L Macleod	104110	Travel 28.5 mls @ 53p	<b>£28.06</b>		<b>£28.06</b>
138	Mrs C L Macleod	104095	Petty cash	<b>£88.89</b>	<b>£1.79</b>	<b>£90.68</b>
117	Mrs S Orpin	104100	Cleaner salary July	<b>£43.20</b>		<b>£43.20</b>
			<b>Totals</b>	<b>£12,156.05</b>	<b>£846.57</b>	<b>£13,002.62</b>

**Proposed by RWB, seconded by AB and unanimously resolved that the above payments be passed for payment.**

f) To acknowledge Receipts

Cemetery fees: £666; Donation box £61.94

g) To receive bank balances

As at 30 August 2018: Community Current: £3,873.18; Business Premium £65,982.31; Petty cash including reimbursement: £150.

## **7. FOOTPATHS**

Cormac has no budget for waymarkers – only able to repair if causing H&S problems.

Discussion on farmed fields that do not leave sufficient footpath round crops. It was asked if farmers could be written to before planting takes place next year. JK to be informed.

Query regarding non-cut of footpath 7. The footpath is not on the BPC schedule, only the stiles. The land owner is to cut this path. Contact being made with landowner to cut 63.

b) SWCP Coastal Access update

Fence, open areas with private landlords, dog ban, liability, etc. were explained.

## **9. HIGHWAYS**

a) RTO submitted to Cllr Keeling

## **10. STREETLIGHTING**

a) Loan documentation submitted to CALC for onward consideration by the Secretary of State

## **11. PRAA SANDS**

### a) TOILETS

i) Update

The Chairman reported that progress continues with the new system, Propelair. As it is experimental it is subject to updates and development on a constant basis at present. 3 issues are apparent and being rectified. 1. Lack of water pressure when demand is heavy. 2. Defective drains – a 10ft section of salt glaze, will be replaced. 3. Tank capacity – accepted but will be mitigated by the system being fully operational.

During the busy period the tank was being emptied on a daily basis, reducing to every other day as demand tails off. Costing approx £100 a day. 2 portaloos now on site – at Cormac's expense - as a back-up facility. Cormac have accepted invoices for additional tank emptying by Aqua Rod and compensation has been requested for the additional emptying BPC has funded.. Showers switched off at the main valve as directed by BPC to prevent health issues (lack of drainage). On Sunday the main storage door was forced and the showers switched on by unauthorised individuals. There is a Police Report and Crime Number.

There is still the issue of campers emptying cassettes down the toilets with the resulting disarray and disposal issues.

The budget that was set is under pressure but will allow BPC to discharge its obligation to keep the toilets open for this financial year.

CC will attempt to demonstrate 'fit for purpose' system that achieves the projected savings in water, currently at £1.93.3 per cu litre and the waste £100 per day. This does not include cleaning and repairs. All windows have been replaced and the floor re-instated. Outstanding issues are woodworm in the joist, no disabled radar key, gents and disabled toilets to be brought up to specification.

BPC agreed at the TAW stage that all these issues need to be addressed in this financial year. This information and evidence will be needed prior to setting the 2019/20 Precept.

BPC is not aware of any progress regarding an alternative management system as no volunteers have come forward.

## **12. ASHTON AMENITY AREA**

a) To discuss request received from Ashton Village Committee regarding permission for 2 events and possibly 2 additional to be held on the field

This was withdrawn at the Ashton Village Committee meeting last evening.

### **b) To make any necessary resolutions**

None.

### **c) To resolve to permit a Parishioner to plant two hydrangeas in an agreed appropriate place in Ashton Amenity Field**

None - Ashton Village Committee to decide.

d) Fence at centre of the field is damaged. Handyman to be asked for an assessment of cost to repair.

Mesh has been provided for behind the football goal area. Passed to Mr Coleman who will meet with the Committee. 4x4 roof battens should be used to secure and anti-bird tags affixed.

## **13. PLAYGROUND & SPORTS EQUIPMENT**

i) Update

Ashton Village Committee has been awarded £10,000 by the National Lottery Awards for All towards children's play equipment in the Amenity Field. The remaining costs are being sought through landfill grant funders. The equipment will be hot-dip galvanised with a 2 year guarantee. BPC has ring-fenced £2,873.28 in its carry forward figures. This may go towards the fencing of the play area.

Funding for Carleen is on-going.

CR left the meeting.

## **14. BREAGE VILLAGE HALL**

a) Report on AGM Cllr Ralph

Coffers healthy at the end of the last financial year. Overgrown vegetation in Queen's Arms area. Requested this be removed. A new cooker is needed for the kitchen. There is a new committee that is broadly the same, but with 2 new

members: Jill Hughes and Karen Badger. Chairman: R Treloar; Vice-Chairman: C Ralph; Treasurer: J Treloar; Secretary: K. Badger.

#### **15. STANDING ORDERS**

**a) To resolve to accept the recommendations of the F&GP Committee regarding changes to Standing Orders**  
**It was proposed by AB, seconded by KLB and unanimously resolved that the recommendations of NALC, also recommended by the F&GP Committee regarding changes to Standing Orders be accepted and the changes be carried out.**

#### **16. CHRISTMAS MEAL**

Transferred to Closed Session

#### **17. REPORT FROM CLERK**

- a) Complaint about a very noisy bird scarer at Godolphin Cross has been passed to Cllr Keeling. A complaint has been logged and a reference number given.
- b) Bus shelter enquiry has been made and all shelters can be passed over to CC/First Kernow provided they are in good condition. A form has to be completed.
- c) The Phone Kiosks at Ashton and Trescowe have now been officially adopted and can be repaired and painted. The clerk has instructed the Handyman to undertake this work. The one at Tresowes is only to be used for a defibrillator. Trevor Coleman was to have organised the raising of money for that. Is anyone else interested, please?
- d) The Clerk will not be in the office on Thursday 20<sup>th</sup> September.
- e) Councillors were reminded about the pre-apps meeting tomorrow evening at 7.00 and 7.45 p.m.

#### **18. MEMBERS' REPORTS TO THE COUNCIL AND REPORTS FROM OUTSIDE BODIES**

##### Carleen Village Hall

A very successful show last Saturday. Packed with entries. Kind weather too. Friday 21<sup>st</sup> Soup and Pudding lunch 12-2. Saturday 29<sup>th</sup> table top sale.

Fully loaded Harts trucks have been going through Breage in large numbers again.

Pengersick Estate telephone kiosk needs to be disconnected and removed.

Ashton Snooker Club numbers have dropped from 20 to 4. If numbers don't increase could the hall be used for something else by Community groups or as a community shop? Mr Hart to canvass residents.

#### **19. CORRESPONDENCE**

Current list available from the Clerk

#### **20. MATTERS FOR INCLUSION AT FUTURE MEETINGS**

**21. DATES AND TIMES OF NEXT MEETINGS ORDINARY PARISH COUNCIL MEETING PLANNING AND LAND USE MATTERS THURSDAY 27 SEPTEMBER 2018; ORDINARY PARISH COUNCIL MEETING TUESDAY 2 OCTOBER 2018. ALL MEETINGS AT 7.00 P.M. IN THE PARISH ROOMS**

#### **22. 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**

**It was proposed by TW, seconded by RWB and resolved that members of the Press and Public now be excluded for the above reason.**

#### **23. CEMETERY**

a) To discuss figures obtained by AB for:

1. Removal of the old shed
2. Construction of a new facility in block to be of a size to accommodate future use, be secure and finished in such a way as to be attractive to its setting
3. Establishment of the boundary by removal of the existing fence and erection of new or refurbished fence
4. Purchasing of additional set of open grave boards
5. Looking at a plan ongoing for the overall maintenance and accessibility of the facility to include gravel walk ways, possible tree removal (subject to TPO)

The above matters were discussed. Prices still to be obtained. Tarmac paths suggested – quotes to be obtained. Cemetery volunteers AB, WP, KLB and CM to meet on Saturday at 9.00 a.m. and come back with further information. Any tree removal to be recommended by a Tree Surgeon. Planning permission may be needed for a block shed.

**It was proposed by AB, seconded by SC and resolved that a new set of open grave boards be purchased.**

#### **24. PARISH LENGTHSMAN**

a) To discuss any figures received by TW

TW to meet with Andy Stevenson and Andy James on 21<sup>st</sup>.

#### **16. CHRISTMAS MEAL**

a) To resolve to agree the date and venue for the Christmas meal

Suggested date and time: Friday 14 December at 7.00 p.m. The Clerk to arrange

**After discussion it was proposed by TW, seconded by PD and unanimously resolved that the Meal be held at the Lion and Lamb, Ashton on Friday 14 December at 7.00 p.m.** Numbers - approximately 16. All to pay for their own meals as usual.

**There being no further business, the meeting closed at 8.52 p.m.**

**BREAGE PARISH COUNCIL**  
**DRAFT MINUTES OF PUBLIC PARTICIPATION AND CORNWALL COUNCILLORS REPORT**  
**THE ORDINARY PARISH COUNCIL MEETING HELD IN THE PARISH ROOMS BREAGE ON TUESDAY 11 SEPTEMBER 2018**

At 7.04 p.m. the Chairman closed the meeting and invited the Public to speak.

Praa Sands Toilets – many call outs – thanks to the Chairman for attending. Rabbit holes on Praa Green – dry holes, sand has no resistance to the digging. Grass depleted on Praa Green could it be fertilised?

Double yellow lines Trewartha Road, Praa Sands. 4 cars parked on the footway there. White lines have been re-painted – would be good if they could be yellow!

Engineering work carried out on overflow car park Trevena Cross Nursery. Road constructed in a circle. Planning permission granted? Drainage? Clerk to investigate.

Public participation ended at 7.09 p.m.