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**MINUTES ORDINARY PARISH COUNCIL MEETING HELD IN THE PARISH ROOMS**  
**BREAGE ON TUESDAY 2 FEBRUARY 2016 AT 7.00 P.M.**

Present: Cllr Mrs R Wyvern Batt (Chairman)

Cllr T Ackland

Cllr A Best

Cllr Mrs T Board

Cllr H Bradford

\*Cllr S Caddick

Cllr T Coleman

Cllr Mrs P Darby

Cllr P Greenough

Cllr Ms C Rashleigh

Cornwall Cllr: J V Keeling MBE

Mrs C Macleod (Clerk)

3 Members of the Public

The Chairman welcomed everyone and wished them a Good Evening, telling them that the meeting would be recorded.

**1. FIRE EVACUATION PROCEDURE**

The Clerk read out the Fire Evacuation Procedure.

**2. APOLOGIES FOR ABSENCE**

Apologies had been received from Cllr La Borde who was working away and Cllr Higginson who was on holiday.

**3. DECLARATIONS OF INTEREST**

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).**

TC declared a pecuniary interest in item 9, Planning, PA15/00398 as he is a friend of the applicant.

**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**

Nothing was declared.

\*Cllr Caddick arrived at 7.01 p.m.

**4. TO CONFIRM THE MINUTES OF THE ORDINARY PARISH COUNCIL MEETING 12 JANUARY 2016**

The Chairman led The Councillors through each page of the minutes asking for inaccuracies.

**It was proposed by AB, seconded by TB and resolved with 2 abstentions, due to the Members having not attended the meeting, that the**

**minutes of the meeting of 12 January 2016 be signed as a true and correct record. SC said at the March meeting that he had not voted for this.**

**No reason was given and no vote against had been recorded.**

**5. POLICE REPORT**

**a) To receive and discuss any police report received and other police matters**

A report had been received in a rather different format to usual.

Please see below the new template for how crimes and logs are broken down. Although the majority of the time I will be able to show you the crimes that have been recorded through the previous month, on occasion, certain crimes will be omitted from the figures due to the sensitivity of the crime, or that it does not hold any relevance to a public meeting.

However with the new style of report this should help show where a crime series is taking place, for example, Burglary, and in addition to this I will include other relevant advice that can be disseminated throughout the parish to help keep you up to date of what to look out for.

Offence	Recorded Crime 01/01/2016 to 22/01/2016	Recorded Crime 01/01/2015 to 22/01/2015	Recorded Crime % Difference
Violence with Injury	1	0	
Violence without Injury	0	1	-100.0%
Burglary Non-Dwelling	0	1	-100.0%
Vehicle Offences	0	1	-100.0%
Criminal Damage	1	1	0.0%
Public Order Offences	0	1	-100.0%
<b>Total</b>	<b>2</b>	<b>5</b>	<b>-60.0%</b>

Incident Closing Category	Incidents - 01/01/2016 to 22/01/2016	Incidents - 01/01/2015 to 22/01/2015	Incidents % Difference
Anti Social Behaviour	1	2	-50.0%
Crime Recorded	2	1	100.0%
Public Safety	7	6	16.7%
Transport	2	1	100.0%
<b>Total</b>	<b>12</b>	<b>10</b>	<b>20.0%</b>

If you would like to be able to view the crime statistics for the area of Breage then you can also view the Police website [police.uk](http://police.uk) and you can bring up full local statistics on there.

If you have any crimes you would like to report please telephone 101, or should you have any concerns which you would like to discuss please call 101 and ask the call handler to email me your contact details. Alternatively, please email the team at [helston@devonandcornwall.pnn.police.uk](mailto:helston@devonandcornwall.pnn.police.uk).

PCSO Ashley Fuller.

PCSO Liam Brannigan

Helston Police Station, Cornwall and Isles of Scilly Basic Command Unit

Godolphin Road Helston Cornwall TR13 8QE

Emergency calls 999

Non-urgent calls 101

Crimestoppers 0800 555 111

[Helston@devonandcornwall.pnn.police.uk](mailto:Helston@devonandcornwall.pnn.police.uk)

[www.devon-cornwall.police.uk](http://www.devon-cornwall.police.uk)

b) Guidelines for Engagement with Town and Parish Councils received

**To elect a representative for the Police Liaison Group to attend a meeting every 6 weeks**

PG pointed out that this was not a request as the Guidelines state that Councils **will** nominate a representative but as the meetings could be anywhere **he proposed that Breage Parish Council choose not to nominate a Councillor to be a representative for the Police Liaison Group**. There followed a short discussion. **The proposal was seconded by TB and resolved with 1 vote against.**

## 6. CHAIRMAN'S ANNOUNCEMENTS

There were none.

## 7. PUBLIC PARTICIPATION

- 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**
- A question asked by a member of the public during this public participation session shall not require a response or debate**
- 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**
- 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 7.09 to 7.15 p.m.

## 8. REPORT FROM CORNWALL COUNCILLOR

Clr Keeling said that he would follow the progress of matters raised in Public Participation. He then gave the following report that had previously been circulated to the Councillors:

'Things are getting very busy at the moment and I am away in Sweden next week skiing for a week with the family.

'A busy month as the council prepares for the 2016/17 budget and setting of the council tax to support the business plan. The government has allowed councils a 4 year settlement period which allows those councils, who have taken up the offer (including Cornwall) to at least have confidence about future funding patterns. Nevertheless, I have expressed my deep concern about the cocktail of council tax rises that will be coming through residents' letterboxes in due course. With a proposed 3.9% rise from CC (2% will be a social care precept), unprecedented rises in parish and town council precepts and police precepts; we will probably see the biggest rise since the formation of the unitary council to hit hard pressed households. I am pressing our MPs for a review on the shift of support funding from rural to urban that as resulted in a £6m reduction in the council's funding settlement. 'Paperless planning continues to be a bone of contention and though the training days made available have come and gone; Clr Hannaford has offered to meet with clusters of rural parishes to offer detailed training, particularly to parish clerks. I think it would be useful if all 3 parish councils in my division take up the offer together with other in the Kerrier Community Network Area. I expressed my deep disappointment that the Local Members Projects across Cornwall (road safety and other related issues) have resulted in very few (1) projects being accepted into the Cornwall Transport Plan. I had worked with Godolphin Community Group to produce what was considered to be one of the best submissions received; but it was to no avail and disappointment. I miss the Members Highway Budget we had in the last administration that at least empowered local members to address some of the issues associated with traffic problems. I am ploughing through a plethora of planning issues at the moment, enquires from members of the public in general; including a meeting with concerned local residents about THULE PA15/11918 with the case officer, (BPC supported this). Somewhat disappointed that Breage PC is not taking forward Neighbourhood Plans; but I do understand the pressures on small councils and the resources available to undertake what is a major piece of work. Maybe if the three councils in my division could get together in the future to work a joint project realising economies of scale and pooling talent and resources it would be beneficial to all our communities. Just a reminder that I can go into detail on issues councillors and member of the public wish to discuss at my regular surgery at Breage Parish Rooms on the 3<sup>rd</sup> Saturday of the month from 11am to 12.

'I am expecting the Vehicle Activated Sign (VAS) to be reinstated in Ashton on the 22<sup>nd</sup> of February and that should ease some of the speeding issues raised in the village. I hope also that something can be physically done about the drop at the bottom of the steps leading from the green to the beach at Praa Sands.'

Cllr Keeling had been disappointed that the Local members' Project submission by Godolphin Community Group, one of the best submissions in the County, had come to nothing. He added that he misses the old 'Highways Budget'.

Locally:

Thule – the neighbours and Martin Jose the Planning Officer are to discuss. The height of the buildings seems to be the main concern.

Cllr Keeling apologised that he would be leaving early as he had to get to Sithney.

AB asked about a referendum because of the increase in Council Tax. Cllr Keeling explained that this must not rise above 1.97% but an extra 2% is permitted for Social Care. Small Parishes will not suffer the burden for taking on toilets.

HB asked if the number of Cornwall Councillors is still likely to be reduced. This will probably happen in 2017.

TB asked about the new Cornwall Council Offices at Bodmin and asked if this was necessary. Cllr Keeling said they were already built but probably not necessary. HB added that a Listed Building had been sold on. He found this a disgrace.

Councillor Keeling was thanked by the Chairman.

## 9. PLANNING

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

#### **PA16/00042 – Mr & Mrs Richard Brown – Redundant Cow Shed in Yard of Lower Trescowe Farm, Trescowe, Germoe, PENZANCE TR20 9RN**

Proposed chalet bungalow on site of redundant substandard cow shed in yard of disused farm at Lower Trescowe Farm, Trescowe, Germoe  
HB expressed concern as the present building did not look like a cow shed but more like a garage or lean-to. This would give residential use in the middle of this area, giving the whole site residential use. AB – Some of the detail is incorrect. It said that the farm has not been used since the 1970s but he had sold farming equipment there in the mid 1980s. **It was proposed by HB, seconded by CR and resolved by 6 votes for and 2 against with 1 abstention that the application be objected to as follows: The Parish Council felt it would be wrong to put a new residential building in the middle of this site as it would set a precedent and that the old farmhouse could be rebuilt instead. It was stated in the application that the site was last used as a farm has not been used as an operational farm in about 1970, but one of the Councillors was actually selling equipment to the farm in the mid 1980s.**

#### **PA15/11773 – Mr S George - Plot 18, Forth Vean, Godolphin Cross, HELSTON, Cornwall TR13 9RH**

Removal of condition 3 in relation to decision notice PA14/01762 dated 24/02/2014: Repositioning of septic tank as recommended by Tree Officer Mr Steve George

PG - sewage would now conveniently managed so as not to upset the neighbours. On the eastern boundary where there is a TPO the work would now be going under the driveway. HB - The Planning Officer's comments seem to have been taken on board and this is a solution that complies with the condition. The sketches are difficult to understand. PG - Advised that a proper tree survey could be undertaken to show exactly where the tree roots are. TC and TA had no problems with the application. **It was proposed by HB, seconded by TC and unanimously resolved that the application be supported.**

#### **PA16/00222 – Mr S George - Plot 18, Forth Vean, Godolphin Cross, HELSTON, Cornwall TR13 9RH**

Non-material amendments sought for the ground floor internal alterations, re-configuration of windows, changing part of the external finishes – roof from concrete tiles to natural slate

PG – This is the same footprint and slate is much better than the concrete tiles. **It was proposed by TC, seconded by TB and unanimously resolved that the application be supported.** HB added that in the alterations the garage would have direct access into the kitchen. He felt this was in the wrong.

#### **PA15/12059 – Miss L Ryder – Jobs Cottage, Trew, Breage, HELSTON TR13 9QN**

Construction of replacement dwelling, altered access, sewage treatment plants, associated works and new access. Revised scheme of ref: PA15/03399  
PD – This would be replacing the Old Chapel – a very small building that is beyond hope but the replacement dwelling is very large, larger than Jobs Cottage. HB agreed with PD and with what the Planners had said – that it would not be in keeping and would be too large, much bigger than the present building. AB felt that a Certificate of Lawfulness would have been a better step if the Chapel was not residential. PD – There is no legal documentation. AB – It would be better if the application was a straightforward application for a new dwelling or that a Certificate of Lawfulness be applied for. The sheer size is cause for objection and it does not fit in well with what is in Trew. **It was proposed by HB, seconded by PG and unanimously resolved that the application be objected to giving the above reasons.**

Cllr Coleman left the room at this point.

#### **PA16/00398 – Mrs Linda Matthews – Tamarisk, Rinsey Croft, Ashton, HELSTON, Cornwall TR13 9TW**

Proposed kitchen and bathroom extension

Nicely presented and in keeping, a useful addition. **It was proposed by HB, second by PG and resolved, with one abstention, that the application be supported.**

Cllr Coleman returned.

### **b) TO CONSIDER PLANNING APPLICATIONS RECEIVED AFTER PUBLICATION OF THE AGENDA UP TO 12 NOON ON 30 JANUARY 2015**

There were none.

### **c) TO CONFIRM PARISH COUNCIL'S DECISION**

#### **PA15/11163 – Mr & Mrs P Thompson – Lane End Cottage, Rinsey Lane, Ashton, HELSTON, Cornwall TR13 9SQ**

Proposed conversion of Garage to Holiday Let

After last month's meeting the following was received from the Planning Officer:

I refer to the above application for the proposed conversion of a garage to a holiday let for which your Council has offered the following comments.

*Support - Nicely drawn but could create a separate dwelling. Ask for a caveat that an s106 be applied to tie the holiday let to the main house. Concern was expressed that the WC comes straight off the kitchen with no lobby between.*

We are minded to refuse the application. The property is in an unsustainable location, which will mean additional visitors to the site will have to use a vehicle to reach the site and to travel to local services and facilities. Furthermore the access to the property is very narrow with no room for turning or manoeuvring and there is restricted space on site for parking and turning which could rise to highway safety concerns. There will also be restricted parking on site. At the time of site visit there were two vehicles already in the driveway and turning space was therefore very tight, if the garage was used as a holiday let, this would have a greater impact on the on-site parking and turning.

In accordance with the Protocol for Local Councils, you now have three options:

1. Agree with my recommendation.
2. Agree to disagree.
3. Maintain your support to the proposal against my recommendation and request committee consideration by the planning committee (which I will then discuss with the Divisional Member who may or may not agree with your view).

Please tell me which option you wish to choose within 5 working days from the date of this communication. If option 3 is selected, please note that the Protocol explains the importance of a representative from your council attending and speaking at the planning committee meeting so the committee can fully understand your council's reasons for proposing a decision which is contrary to that of the case officer.

If I do not hear from you within 5 working days, a delegated decision will be issued in accordance with my recommendation.

The Clerk contacted the 9 Councillors who had voted and 8 chose option 1. To agree with the Officer's recommendation and 1 maintained support for the application. The Officer was informed of this decision.

To resolve to confirm that BPC voted by 8 votes to 1 to choose option 1 and agree with the Planning Officer's decision

It was proposed by PG, seconded by TB and unanimously resolved to confirm that BPC voted by 8 votes to 1 to choose option 1 and agree with the Planning Officer's decision

**d) TO RECEIVE ADVICE FROM CORNWALL COUNCIL OF CONDITIONAL PLANNING PERMISSION**

**PA15/11447 – Mr Andrew Opie – Malabar, Trewelloe Road, Praa Sands, PENZANCE, Cornwall TR20 9SU**

Raising eaves level to provide additional living space at the first floor level with the inclusion of a balcony on the south elevation. Create a new entrance from Trewelloe Road and internal alterations at upper and lower levels

**PA15/11553 – Mr And Mrs J Vicker – Peace Cottage, Wheal Vor, Breage, HELSTON, Cornwall TR13 9NW**

Single storey side and rear extensions

**PA15/10190 – Mr Christopher Palmer – Polwheal, Tregonning Terrace, Carleen, Breage, HELSTON**

Detached double garage

**e) TO RECEIVE ADVICE OF NO OBJECTION FROM CORNWALL COUNCIL**

**PA15/11828 – Elysian Fields, Main Road, Ashton, HELSTON, Cornwall TR13 9SD**

Overhead Lines Exemption. Particulars of proposed development: Adding an additional pole leg to an existing pole numbered 41KBH6 and erecting a pole mount transformer between two poles as detailed on the attached plan ref. 2298792

**f) TO RECEIVE NOTIFICATION OF APPEALS' DECISIONS FROM CORNWALL COUNCIL**

**PA14/10277 – Mr & Mrs R Thorpe – Penhale Paddock, Main Road, Ashton, HELSTON TR14 9SD**

Proposed new affordable dwelling

Appeal Dismissed. No Costs claimed.

**g) TO RECEIVE NOTIFICATION OF AN APPEAL FROM CORNWALL COUNCIL**

**PA15/02679 – Mr Roger Fletcher – Land adj. Fuchsia Cottage, Rinsey Lane, Ashton, HELSTON, Cornwall**

OUTLINE APPLICATION for the erection of two, three bedroom dwellings (one affordable) and associated works

To resolve to add further comment is so wished

The Council did not wish to make further comment.

**h) CHANGES TO THE NATIONAL PLANNING POLICY FRAMEWORK**

Contains significant changes

- Introduction of starter homes
- **Removal of the local connection criteria**
- Proposals affecting development on brownfield, greenfield and exception sites
- High density housing around commuter hubs

Consultation closes on 22 February 2016. The Cornwall Planning Partnership's response to the Consultation has been received and the response may be personalised to BPC if so wished; local examples of how the proposals would affect Breage community could be added

PG noted that the definition of Affordable Homes had been changed and now was called a 'Starter Home', at under £250,000. It was felt that these would be cheap holiday homes. HB said that all this had been thrown at the PC. It should be made clear by Planning whether or not it fits in when an application is received. He felt that the PC could not judge. PG did not like the definition of Commuter Hubs as there had to be rail links and a bus service every 15 minutes. This could only apply to Camborne, Truro and Redruth – there would be none in Breage Parish. AB thought that the price of the starter homes even with a 30% reduction would be way out of average viability range for a starter home here - £110,000. PG felt that individual caps should be made £250,000 for starter homes and £150,000 for Affordable Homes. **It was proposed by AB, seconded by PG and unanimously resolved that the Clerk write with comments that the commuter hub definition does not fit any medium size village or towns in Cornwall, especially in the Breage Parish area, because of the lack of rail links or bus services. It will only fit bigger towns like Truro, Camborne and Redruth and that that a distinction be made and kept between Starter Homes and Affordable Homes so that they do not all come under one definition. With them both under one definition it seems obvious to the Parish Council that builders will build at £250,000 as Starter Homes will get the same 30% discount as Affordable Homes so there will not be many Affordable Homes built here and they are desperately needed. Different caps should also be made: £250,000 for starter homes and £140,000/£150,000 for Affordable homes. This is way above the average viability that Cornwall Council lists, which is nearer £110,000. Earnings are poor in Cornwall.**

**i) CORNWALL LOCAL PLAN STRATEGIC POLICIES PROPOSED**

Key proposed changes:

- Increase the overall housing requirement to 52,500
- Distribution of this new target
- Provide additional clarity for assessing Parish based targets within network areas
- Set out a clearer alignment between the Local Plan and Economic Strategies and revise employment land targets to reflect this
- Revise affordable housing percentages, by zone, to reflect viability evidence
- Incorporate revised targets for provision to meet the needs of Gypsy and Travelling communities
- Provide additional detail on European Special Areas of Conservation to ensure Habitat Regulations are met
- Deletion of the Community Network Area (CNA) section policy wording and incorporate policy retentions for these in the main policies

To make representation by 7 March 2016 if so wished

After long discussion no representation was offered. AB said that there is an on-line petition that all should look at. **It was proposed by TC, seconded by AB and unanimously resolved that Councillors read the proposed policies more thoroughly, raise any matters at the March meeting and decide then if representation be made.**

**j) A REQUEST FROM A PARISHIONER**

To consider a request from a Parishioner to make comment re. the advice given for

**PA15/02375/PREAPP - Elysian Fields, Main Road, Ashton, Helston**

Pre-application for a Campsite/Caravans/Log cabins

The Parishioner is concerned that the green flow of field area would be severely compromised and that it appears that caravans could be put there with just permission of the Caravan Club and no planning decision

CR made comment that it is hell on the main road there and the entrance/exit would be right on a very dangerous bend. TA asked if the log cabins would be moveable? TC - The Caravan Club appears, from its letter to neighbours, to be happy for a certified site to be set up. This would be a maximum of 5 caravans or motorhomes and 10 tent campers. There must be safe access to and from the site and various provisions. Comments were to be made by 16<sup>th</sup> January. He could not believe this could happen with access on the middle of such a bend. PG - It would have to have water facilities, etc. The PC could express concern about it especially the access onto the main road. Considered this very thoroughly and feel that it would be extremely dangerous. TC - It cannot be right. The buffer green zone should be left as it is. **It was proposed by PG, seconded by TC and unanimously resolved that these comments should be forwarded to the Caravan Club and CC.**

**k) A REQUEST FOR A MEETING WITH THE PARISH COUNCIL**

To acknowledge and consider request received from the architect re. 20 Dwellings at Land off Fore Street, Ashton, for a preliminary revised proposals meeting

It had been noted that there should be a public meeting but the Parish Council, after discussion agreed that it would be happy to meet with the applicant and agent to discuss matters before a public meeting is held. It is imperative that a public meeting be held as new people have moved into the

village and they had no knowledge of this application. **It was proposed by TB, seconded by AB that the Parish Council meet with the applicant and agent at 7.00 p.m. on Monday 8 February in the Parish Rooms.**

#### I) PAPERLESS PLANNING

To resolve how planning applications are to be presented to Councillors from 1 April 2016 and if any additional printing equipment will be necessary. There was much discussion and it was agreed that the Planning applications would need to be printed by the Clerk from 1 April for Councillors and Public to view. It was thought that an A3 printer would be ideal. PD reminded Council that £700 had already been received from CC towards cost involved. Further discussion ensued re. a new office computer. The old computer has been causing the Clerk problems for some time. It was purchased in 2008 and is still working on Windows Vista. PG was keen for all the cables to be removed from the desk in the office and suggested an all-in-one wireless computer and a wireless printer. PG suggested that an on-line company would be better than buying from a high street store. SC suggested Dabs. **It was proposed by TC, seconded by AB and unanimously resolved that PG look into the prices of an all-in-one wireless computer and a wireless printer and come with suggestions to the next meeting. TA said to bear in mind that computers come with Windows 10 now are there are glitches with this.**

#### 10. FINANCE

##### a) To resolve to approve the Financial statement 3<sup>rd</sup> quarter

SC confirmed that he had checked this. **It was proposed by SC, seconded by RWB and unanimously resolved that the Financial statement 3<sup>rd</sup> quarter be approved.** The Chairman signed the Financial Statement.

##### FINANCIAL STATEMENT 31 December 2015

Balance b/fwd 1 April 2015	£36,094.11
Add income to date	£59,244.43
Deduct expenditure to date	£41,300.04
Add VAT recovered	
Deduct VAT paid	£2,884.64
	<b>£51,153.86</b>

##### Bank balance & Petty cash

Current Account	£3,373.15
Tracker Account	£47,807.53
Less outstanding payments	£527.73
Plus payments shown on January a/cs	£350.91
Petty Cash	£150.00
	<b>£51,153.86</b>

##### b) To resolve to approve Finance Regulations 6.6 Resolution use of a variable DD for payments to British Gas for electricity supply to Parish Rooms

**It was proposed by PG, seconded by TA and unanimously resolved that 6.6 Resolution use of a variable DD for payments to British Gas for electricity supply to Parish Rooms be approved.**

##### c) To resolve to approve February payments

no.	Name	cheque	Service/item	Net	VAT	Total
168	e-on	dd	Electricity streetlights December	£262.25	£52.45	£314.70
169	BT	dd	Telephone	£20.38	£4.08	£24.46
170	SSE Enterprise Lighting		Streetlights non-routine maintenance	£18.01	£3.60	£21.61
171	SSE Enterprise Lighting		Streetlights routine maintenance Apr- Dec	£413.73	£82.75	£496.48
		103627		£431.74	£86.35	£518.09
172	Martin Luck Group Ltd	103628	Inks/stationery	£179.58	£35.92	£215.50
173	Domestic and General	dd	Protection Policy Heater 1 Parish Rooms	£57.80		£57.80
174	Domestic and General	dd	Protection Policy Heater 2 Parish Rooms	£57.80		£57.80
175	BT	dd	Mobile	£17.50	£3.50	£21.00
176	R Sanders		1cut Cemetery/B&G greens/Breage Field/			
		103629	Praa Green/ Parish Rooms	£180.00	£36.00	£216.00
151A	S Babbage	103615	Handyman duties December payment			
			Paid in Dec but omitted from list	£232.00		£232.00
				<b>£1,439.05</b>	<b>£218.30</b>	<b>£1,657.35</b>
166	Mrs C L Macleod	103625	Salary January			
167	PO Ltd (HMR&C)	103626	PAYE	£283.40		£283.40
167	PO Ltd (HMR&C)	103626	Employer's NI	£153.22		£153.22
				<b>£436.62</b>		<b>£436.62</b>

177	NEST	January Clerk's Pension Clerk	£52.01	13/16
				£52.01
		January Clerk's Pension Employer	£39.01	£39.01
		dd	<b>£91.02</b>	<b>£91.02</b>
178	Mrs C L Macleod	Travel 27 mls @53p	£14.31	£14.31
		Parking	£1.20	£1.20
		103630	<b>£15.51</b>	<b>£15.51</b>
179	Mrs C L Macleod	103631 Petty cash reimbursement	<b>£36.84</b>	<b>£36.84</b>

**£2,019.04      £218.30      £2,237.34**

SC confirmed that he had checked the payments. The Clerk added that the first net total should read £1,435.05 and not £1,439.50 and the Clerk's Pension Employer Total figure should be £39.01. The addition is correct.

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

**d) To acknowledge receipts**

Cemetery fees: £165; Ashton Community Association: £217.38 (3 month's Legal fees); Admin: £5  
These were acknowledged.

**e) Clerk to provide Bank balances**

As at 31 January 2016: Current Account reconciled: £8,664.60; Tracker: £39,807.53; Petty cash: £113.16; Total including petty cash reimbursement: £48,622.13

**f) To discuss future External Audit arrangements; make any decisions and resolutions**

PG had looked into this Audit arrangements and they are changing 2016/2017 is the last year the External Audit will be done the way it is now. There is a new Small Authorities system that Councils may opt into or out of. CALC had been asked if a Council could opt in again after opting out and had answered, 'No'. However, PG said this is wrong as a Council may opt in again after the 5 year audit period 2017 – 2022. If BPC wishes to opt in nothing has to be done but to opt out this has to be officially done. To opt out would mean setting up one's own system that would make a lot more work. Public Rights must be taken into account and the Clerk would have to give dates for when the accounts could be viewed. The Accounts must be opened for 30 days including 10 specific working days of July. CR asked if there would still be an External Auditor and was told that one would be chosen for the Council as it is done now. The cost would be £300, less than the present £400. **TA felt it would be prudent to opt in and proposed that BPC should opt into the new External Audit System. This was seconded by HB and unanimously resolved.** PG was thanked for the time and effort he had put into this research.

**11. FOOTPATHS**

77/1 The Clerk reported that CC will request an inspection to assess what may be required and what would be feasible. They would be unable to make changes on the 2016 schedules but it has been added to the proposed updates for 2017. PD added that Crowan would need to agree.

**12. HIGHWAYS**

a) Water Lane, Trescowe – update

Cllr JK is looking into this with the help of The Countryside Access Team that is looking at the problem.

**13. STREET LIGHTING**

a) Update re. CC ownership

The Clerk had to supply maps to show where the lights are located. She has been thanked for this and the lights will now be added to CC's system. There is some confusion over specification but it will be resolved by CC as it was originally agreed that the lights would be adopted.

**14. CEMETERY AND CLOSED GRAVEYARDS**

Nothing was reported.

**15. PRAA SANDS**

a) TOILETS

(i) To receive report from Working Group

TC advised that there is not a lot to report. The legal side is being resolved. It is still felt that there should be a meeting re. the defects between the Parish Council and Cormac. Quotations for the tank emptying, toilets cleaning, etc. are coming in.

It was asked in the feed from the roof had been disconnected yet but it had not been. PG was disappointed with the faults feedback as Christine Toms had dealt with it and it was therefore not a proper meeting. **It was proposed by PG, seconded by TC and unanimously resolved that Jon James be asked to arrange a meeting between the PC and Cormac so that a formal list of defects could be provided.**

(ii) An apology was received from Jon James following PC's comments January meeting

(iii) To consider and make comment on the received Survey of defects and summary of comments

This was now irrelevant – see (i).

(iv) Mr Dunstan, CVC solicitors has agreed to act for the Parish Council re. the Praa Sands Toilets

(v) To consider Cllr Higginson's concerns re: insurance cover

Public Liability was discussed as Cllr Higginson had thought it only covered workers. The Clerk said that it is also Public Liability. She was asked to clarify this with the Insurers.

(vi) To discuss Contracts for 1 April that will need to be agreed and be ready for offer at the March meeting

It was stated that until the daily lease is signed nothing else can be done.

(vii) To make any necessary resolutions

**It was proposed by PG, seconded by AB and resolved with 1 abstention that arrangement be made to sign the daily lease to be activated from 1 April once outstanding matters had been cleared.**

**viii) Further discussion ensued regarding the Working Group and problems that had arisen with matters being dealt with by several people at once. It was proposed by PG, seconded by TB and unanimously resolved that TC be appointed to be in charge of the Working Group.**

b) BEACH STEPS

Temporary closure

They have been closed at the bottom but people are able to get through the rails onto the peat. There is a barrier at the top. **It was proposed by TB, seconded by TC and resolved with 1 abstention that it be asked that once the sand is level the barriers please be removed.**

c) GREENWAYS POTHLES

To question the pile of planings left in the passing space, on Praa Green land, with no consultation with BPC Seameads has taken this into its own hands and arranged for the holes to be filled with the planings. However, the unused ones have been left in the passing space that is part of Praa Green. It is now solidifying. **It was proposed by TC, seconded by TB and resolved with 1 vote against that Carol Crow be contacted and asked to have the planings removed.**

**16. BREAGE ALLOTMENT GROUP**

## a) To receive update on finance matters

The Clerk had contacted the Bank and has been assured that the two signatories may write a cheque to the Parish Council for the balance of the account and then close the account. The Clerk has contacted the Treasurer to arrange this but the cheque had not yet been signed.

## b) To resolve to decide what should now be done re. shed; composting bins; fence; rotavator; strimmer; lawn mower

Cllr Coleman has offered to store the equipment (not composting bins).

After discussion **it was proposed by AB, seconded by PD and unanimously resolved that the Handyman take down the shed and relocate it in the Cemetery next to the shed that is there and that he be asked if he had room to look after the rotavator; strimmer and lawnmower and the compost bins be advertised free of charge.**

**17. RISK ASSESSMENT 2016**

## a) Health and Safety/Risk Assessment/ Fire: to carry out Annual Review and bring any amendments to the March meeting

The Clerk added that the Praa Sands Toilets must be included. **It was proposed by RWB, seconded by TB and unanimously resolved that Jon James be asked if the current Risk Assessment could be amended and used by BPC.**

**18. PARISH ROOMS**

## a) To discuss and resolve the purchasing of a new office computer

Decided at 9 I).

## b) To resolve for Handyman to paint outside window frames when weather suitable

c) **It was proposed by TA, seconded by AB and unanimously resolved that the Handyman paint the outside window frames of the Parish Rooms when the weather is suitable.**

**19. REPORT FROM CLERK**

- a) Better Energy requested a meeting . After discussion it was decided that the PC should not meet with this company because it should not look as though the PC is recommending the Company. **It was proposed by PG, seconded by RWB and resolved with 1 vote against that the Parish Council do nothing about this request.**
- b) Mr Knox from Breage had requested a meeting re an Eco home in his garden. **It was proposed by PG, seconded by RWB and unanimously resolved that Mr Knox be seen on Monday 8 February before Mr Crane.**
- c) Signpost would like stories or news items from groups/organisations voluntary by 22 February.
- d) Ross Beard is back at home after another stay in Derriford.
- e) The Clerk asked if Council wished her to order any of the new Good Councillor Guides from CALC £2 each or they can be downloaded? **It was proposed by PG, seconded by AB and unanimously resolved that just one copy be purchased for the office.**
- f) Open Spaces – training course, resting the record 7 February.
- g) Rsn Survey – They are asking for pub names, shop names, etc. and details. The clerk asked if Council wished her to complete it. Council responded with a 'no'. They also want someone to go on the rural parish sounding board, to meet once every 4 months. Again, this was met with a 'no'.
- h) CC Town parking survey. This was really for Town Councils.
- i) Caroline Wade – new Youth Community Development Worker at Penwith Community Development Trust PCDT asking for details for contacts to see what groups or organisations are available for young people. It was felt that she should already know who these contacts are.
- j) BT – of course did not come on the rearranged date of 21 January. The Clerk had received a letter saying it would be 22<sup>nd</sup> January and had phoned to query that. She was told it was cancelled again and there was another rearranged date – 5 February.
- k) The Clerk had to call Liz Thomas in to get the computer connection working.

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

SC spoke about Planning Policy h) and i), saying he was born and raised locally but had been denied all opportunities for accommodation. The caravans therefore upset him. AB One can't go back to the past as rules change all the time. The lock on the front door is sticking. It was agreed the Handyman should look at it. The Police Report – CS Devon and Cornwall - he felt it a shame that the PC were not taking up the new initiative.

Carleen Village Hall

PD reported that there would be a flea Market on Saturday and a soup and pudding lunch on Friday 19<sup>th</sup> from 12 to 2.

CR – At the bottom of Higher Road, outside Willavean on the footway there are 4 BT ducts that flood every day. Could BT be contacted to clear the chambers. **It was proposed by CR, seconded by AB and unanimously resolved that BT be contacted re. this problem.** The Clerk said she had tried in the past and got nowhere. She would asked CC if they could contact the right section of BT for her.

HB – Ashton Lion and Lamb. The lease has not been taken. The present holders are intending to leave in April.

TC – There is a Brewery meeting on Friday. Quiz Night at Carleen Village Hall on 12 March – 4 of his family are running in the London Marathon.

AB – Flooding at Redallon . Drain not cleared.

TA - The Valley at Trew, Hope Farm has so much water there the ground is flooded and a blue residue is coming out of it. **TB proposed that the Environment Officer check it, this was seconded by AB and unanimously resolved.**

**21. CORRESPONDENCE**

CPRE – Winter newsletter January 2016.

SLCC – Regional Roadshow 9 March 2016 China Fleet country Club, Saltash

Rsn - Rural Vulnerability Service Rural Broadband January 2016

MEP – Endangered swans

SLCC – News bulletin 18 January 2016

FIT – New small grant funding

SLCC – Auto enrolment and Pensions

Rsn – Weekly news 19 January 2016

Rsn – Rural Vulnerability Service Fuel Poverty January 2016

MEP – New EU penalty rules to help farmers

Open Spaces – Resisting the record Training Course 7 February 2016

PCDT January 2016 e-bulletin

Rsn – Special – Disastrous Government grant proposals must be rethought

SLCC – January newsletter

Rsn – Rural Housing Spotlight

Rsn – Weekly news 27 January 2016

Signpost – Requesting articles about you by 22 February 2016

CC – Communities and Devolution news January 2016

Wheal Jane Group – Newsletter #6

**To note any correspondence received since the agenda was published**

There was no additional correspondence.

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

Praa Sands beach steps, Greenways passing space; Overgrown path needing to be cut on Praa Green.

**23. TO CONFIRM THE DATE AND TIME OF NEXT MEETING**

**ORDINARY PARISH COUNCIL MEETING 1 MARCH 2016 AT 7.00 P.M. IN THE PARISH ROOM**

This was confirmed.

**24. EXCLUSION OF PRESS AND PUBLIC**

**To resolve that members of the Press and Public be excluded from the meeting on the grounds that the agenda items below be discussed, due to the likely disclosure of exempt information as defined in Part 1, schedule 12A of the Local Government Act 1972**

This was unnecessary as all the Public had left.

**25. ASHTON AMENITY FIELD**

**a) To receive updates**

There had been nothing more received.

**b) To consider the question of maintenance of the play equipment – requested at January meeting that this be raised**

Nothing could be decided at this stage.

**c) To make any necessary resolutions**

None were made.

**26. CEMETERY**

**a) To receive updates regarding fence**

S Babbage is to do the fence work paid for by the Occupier.

**27. CLEANER**

**a) To receive update from Staffing Team**

There had been 2 applicants and Mrs Sarah Orpin was the Staffing Team's recommendation.

**b) To resolve to confirm appointment and sign probationary contract**

**It was proposed by PG, seconded by TA and unanimously resolved that Mrs Sarah Orpin offered a probationary contract.**

Thanks were expressed to HB and TB.

**There being no further business, the meeting closed at 9.44 p.m.**

**BREAGE PARISH COUNCIL**  
**MINUTES OF PUBLIC PARTICIPATION HELD DURING THE ORDINARY PARISH COUNCIL MEETING**  
**IN THE PARISH ROOMS BREAGE ON TUESDAY 2 FEBRUARY 2016**

At 7.09 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.

An applicant spoke about item 9 a) planning application PA15/1205. They had applied last year but had withdrawn the application as CC said that they would turn it down. A Certificate of Lawfulness had been suggested. The only change is that the stone from the Cornish hedge would be kept and put up in front of the building.

Two Ashton residents spoke about item 9 j) PA15/02375/PREAPP asking the PC to make comment on this as it would be in the green belt area an area that the PC had wished, in the past with other planning applications for it to remain the green buffer zone between Ashton and Breage. There would be a toilet facility next to the kitchen area of a neighbouring house. This neighbour and some of the other nearby residents had not been contacted but 2 had – by the Caravan and Camping Club. Neighbours were concerned about the existing access for entry and exit as it was felt to be very dangerous.

Public Participation ended at 7.15 p.m.