



DRAFT MINUTES VIRTUAL ZOOM PARISH COUNCIL MEETING TUESDAY 2 JUNE 2020

Present: Cllr A E Woodhams (Chairman)

Cllr A J Best

Cllr Mrs C Carver

Cllr Mrs P Darby

Cllr C Macleod

Cllr C M Ralph

Cllr Mrs N Roberts

Cllr M Southam

*Mrs C Macleod (Clerk/RFO) joined late

1. DECLARATION OF INTERESTS IN ACCORDANCE WITH STANDING ORDERS

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

No declarations.

2. APOLOGIES FOR ABSENCE

a) To receive and accept apologies for absence

HB unable to use Zoom; JK – Chairing Sithney meeting; JB contacted after the meeting - a truck broke her fibre internet line.

3. CONFIRMATION OF MINUTES OF THE ORDINARY PARISH COUNCIL 5 MAY 2020

Proposed, seconded and resolved **CONFIRMED**.

4. PUBLIC PARTICIPATION INCLUDING REPORT FROM CORNWALL COUNCILLOR

No public present. Cllr Keeling's report had been circulated to the Councillors. There were no questions.

5. FINANCE

a) To resolve to approve Finance Regulations 6.6 for use of a variable DD for payments to British Telecom for telephone payments, e-mail connections and broadband payments

Proposed, seconded and resolved **approved**.

b) To resolve to approve June payments

no.	Name	cheque	Service/item	Net	VAT	Total
36	BT	dd	Telephone and e-mails Apr	£103.45	£20.69	£124.14
37	BT	dd	Telephone and e-mails May	£101.84	£20.37	£122.21
38	Amazon	dc	Cleaning brushes and covers	£9.98	£2.00	£11.98
39	British Gas Business	dd	Parish Rooms electricity 2 April - 1 May 2020	£92.43	£4.62	£97.05
40	British Gas Business	dd	PSands Toilets electricity 2 April - 1 May 2020	£24.47	£1.22	£25.69
41	e-on	none	Streetlights electricity March 2020 deducted from credit balance	£50.44	£2.52	£52.96
42	Cormac Solutions Limited	bank	PSands toilets Cleaning Nov - March	£2,878.68	£575.74	£3,454.42
43	Amazon	dc	Toilet rolls	£8.75	£1.75	£10.50
44	Adobe Export	104018	Adobe Export PDF 1 year	£17.62	£3.52	£21.14
45	N J Glanville	bank	New bench Breage Green	£165.00		£165.00
46	BT	dd	Mobile	£20.00	£4.00	£24.00
47	Cornwall Council	dc	PSands Toilets rates Jun	£119.00		£119.00
48	South West Water Business	dd	Parish Rooms water 7 Feb- 15 May	£16.96		£16.96
49	South West Water Business	dd	Cemetery water 7 Feb - 15 May estimated	£16.96		£16.96
50	S Babbage	bank	Handyman tasks - noticeboards/bench	£240.00		£240.00
51	South West Water Business	none	PSandsToilets 26 Feb - 14 May balance £4.33CR	£24.12	£4.82	£28.94
52	Scribe	bank	Annual software Licence	£347.00	£69.40	£416.40
53	R Sanders		Contract grass cutting	£1,110.00	£222.00	£1,332.00
			Weedkilling	£20.00	£4.00	£24.00
			Trevurvas Junction	£100.00	£20.00	£120.00
						£90.00
			Trevurvas Common	£75.00	£15.00	
		bank		£1,305.00	£261.00	£1,566.00

54	R Sanders	bank	Lengthsman Apr - Jun	£1,275.00	£255.00	£1,530.00
55	Cormac Solutions Limited	Bank	PraaSands Toilets 50% charge cleaning April & May - not open	£629.28	£125.86	£755.14
			sub totals	£7,445.98	£1,352.51	£8,798.49
32	Mrs C L Macleod	BANK	Salary June	£1,493.59		£1,493.59
33	HMR & C		PAYE	£288.80		£288.80
			Employer's NI	£160.45		£160.45
		BANK		£449.25		£449.25
34	NEST		Pension June Clerk	£112.69		£112.69
			Pension June Employer	£42.26		£42.26
		dd		£154.95		£154.95
35	Mrs S Orpin	BANK	Cleaner salary June	£49.60		£49.60
			totals	£9,593.37	£1,352.51	£10,945.88

CC had checked the payments and reported that the VAT was missed on item 51. This has now been entered and shown above and the totals amended.

Proposed, seconded and resolved that the payments as listed above be approved for payment.

c) To acknowledge Receipts

CIL (Community Infrastructure Levy): £1,575; VAT repayment: £1,882.44

d) To receive bank balances

As at 29 May 2020: Current account: £11,865.45 (£6,865.45); Business Savings account: £82,309.37 (£87,309.37); Ashton Amenity Area: £39.78; Petty Cash: £150.

The Current and Savings Account figures differ from the figures given out at the meeting, (shown in brackets), as £5,000 was transferred from the Business account to the Current account on 29th.

e) The relevant paperwork has been sent for External Audit. This will be circulated to Councillors and will appear of the website on Monday 8 June 2020

6.FOOTPATHS

a) Report from Cllr Darby

13 Troon Row – Bob Sanders has mended the broken stile

19 Ashton – Bob Sanders has been asked to secure the wobbly posts, the gate would be the responsibility of the landowner

35 between Tregonning and Godolphin - stile blocked with railings. Have forwarded to Countryside Access but no further information

63 Ashton - access made onto bridleway - Enforcement informed

63 Ashton - maize planted across whole field but pathway will be mowed when the crop is high enough

An open well was reported in the Keneggy area but when it was located it was not on a PROW. However, Colin Bayes has organised for it to be fenced off and he will write to the landowner.

7.HIGHWAYS

i) Expressions of Interest re. yellow lines at Praa Sands have now been clarified by Cormac and all will be subject to consultation if the scheme is selected by the panel for progression

The slip and Pentreath Lane have been added to the double yellow line list.

8.CEMETERY AND CLOSED GRAVEYARDS

a) Update

The Chairman gave an update

b) To resolve that the proposed work in the Cemetery may go ahead

Remove existing stone and soil hedge from the adjoining closed Cemetery and reuse the material to construct a replacement hedge on the new boundary. Lay a base (concrete) 3.658m x 3.658m suitable to support a single block/timber built building. The existing concrete approach road to be extended by a temporary surface approximately 50m in length, capable of receiving a tarmac surface at a later date. At the end of the existing concrete road create a parking/turning area for hearse vehicles. A block and stone faced waste bin storage area inside the entrance gate (2 x wheelie bins) to be constructed – not to obstruct Cemetery gate opening.

Proposed, seconded and resolved that the work goes ahead as shown above. The funding is available in the budget. VAT will be charged but will be reclaimed.

b) Interment of the late lone Pascoe from Ashton. Row 20, Grave 371

The Clerk had reported that the social distancing was adhered to throughout the service. The Cemetery service was very much appreciated by the mourners.

9. PLAYGROUND & EXERCISE EQUIPMENT

a) The use of the Playground Equipment has been suspended until further notice at Ashton Amenity Area and Breage Field in accordance with Covid-19 Governmental Instruction, notices have been attached to the play equipment and the play areas have been taped off

b) The use of the Exercise Equipment at Praa Sands has also been suspended in accordance with Covid-19 Governmental Instruction. The exercise facility at Carleen is not a Breage Parish Council area of responsibility.

*Clerk joined here.

10. PARISH ROOMS

a) Some Councillors have been very late in responding to Planning applications and other matters on the Planning agendas. A non-response will be counted as an abstention.

b) The Parish Rooms are closed until further notice due to the Covid-19 pandemic

(1) All council business that cannot be conducted by either e-mail, telephone or electronic means will be deferred until further notice

- (2) The office will be manned from 0900 -1700 daily with the exception of Tuesday
- (3) There will be no access to the Parish Office or Meeting Room until further notice
- (4) The normal functions of the council will proceed via electronic means and members of the public and parishioners will be able to contact the Clerk by telephone, e-mail or letter, communication via the Breage Parish Council web site will be available
- (5) Should you have any questions or concerns during the current crisis please contact the Clerk who will endeavour to resolve any issue or signpost you to the appropriate contact
- (6) Every effort will be made to maintain the best level of service possible during these difficult times and any change to this statement will be made via the Breage Parish Council web site

11. PRAA SANDS

a) TOILETS

i) The Toilets remain closed. Signs have been put up in the windows to show this. Cllr Southam is checking weekly. The Ladies door has been very difficult to open – Handyman has attended.

There have been many visitors to Praa Sands and to safeguard public health a system of clearing and cleaning for where unauthorised places are being used will be in place.

b) BENCH ON GREEN

i) A request for a memorial bench has been received – siting not yet decided. Will be either on the raised area to the left of the Green or at the rear of the Green. It will be a granite bench **To resolve to give permission for the siting of a new memorial bench, Praa Green**

This request has been withdrawn so no resolution necessary.

c) FLY TIPPING

A large amount of garden refuse has been tipped on the Green. **To make any necessary resolution**

The matter has been sent to Enforcement and depending on the outcome a decision on prosecution will be considered. No resolution made here.

There has been much tipping of vast amounts fridges, cookers, etc. at Trew. This has been reported and the Police have attended. The Clerk was asked to report further tipping.

12. RISK ASSESSMENT

The Clerk is still in the process of producing this – to be deferred to the July meeting

The Clerk explained that she has almost finished transferring everything to the new format provided by the Risk Assessment Trainer.

13. REPORT FROM CLERK

The Office is as busy as ever. A ‘thank you for the grant’ has been received from Breage Field Committee. A new bench was purchased for Breage Green as the old one that had been repaired many times could not take further repair. Councillors have been sending through their decisions for planning applications to the Clerk via e-mail and the e-mails have been logged. Any approvals, confirmations, etc. of agenda items are also being sent to the Clerk via e-mail. Please help the Clerk by responding. There have been some ‘no replies’ which is very disappointing – these will be treated as abstentions as stated at 10a). The Annual Report is on the website. I was informed by Cornwall Council that I could apply for a Covid-19 grant to help with the running of the Parish Rooms. I did complete the form but it has not yet been passed, as there is an outstanding legal query regarding the eligibility of the payments. **Update:** The Clerk had received an e-mail today regretfully informing her that Central Government have now confirmed that Parish Councils are not entitled to receive the Business Rates Covid-19 grant payment. Cornwall Council had been given some conflicting advice regarding the grant funding and was led to believe that we could award the grant to Parish/Town Councils if they were in receipt of small business rate relief. Apologies were received for confusion and inconvenience caused. The Chairman added that Carleen and Breage Village Halls had each received £10,000. Godolphin CC had not because it does not have the business rates relief.

I had a frantic phone call from a person who has MS and cannot get out. Her mother, at the top of Pengersick Lane has had a stroke and cannot get out. The person who had been getting her shopping had to go back to work and there was no-one that the daughter knew. Revd Kirsten kindly found someone from Germoe Church who would do the shopping. People are being so very helpful. I am putting the projector and television on in the main room for a while every couple of weeks so that they keep running. Mrs Orpin is coming in to clean the Parish Rooms on Saturdays at present and thereby socially distancing.

14. MEMBERS' REPORTS TO THE COUNCIL AND REPORTS FROM OUTSIDE BODIES

The Lengthsman work has started and the cutting and trimming looks tidy. From Breage to Godolphin all road signs have been cut around and the actual signs cleaned.

Several of the spare Ashton Field trees have died probably because of the frosts. The others have been planted up ready for when needed. The trees in the field have been mulched and are being watered regularly during this dry spell and are growing well.

The coir around a palm tree had caught fire at the Ashton Field. HB and Malcolm put the fire out. The Fire Brigade attended and ensured the area was safe. There was a picnic table amongst the trees CC has removed it.

The other picnic tables had been spaced apart and all spare posts from the fencing returned to the Parish Rooms.

CM, CC, NR and CMR will be attending a Zoom meeting re. Affordable Housing at Carleen tomorrow evening.

No activities at Carleen Village Hall at present as it is closed due to the Covid-19 restrictions.

Lifeguards are due back at Praa Sands on 22 June. There have been campers on Praa Green and Camper vans parked and second-home users and visitors staying overnight. The Police have dealt with these matters and moved people on.

15. DATE AND TIME OF NEXT MEETINGS

ORDINARY PARISH COUNCIL MEETING PLANNING AND LAND USE MATTERS WEDNESDAY 1 JULY 2020 – NOT A PHYSICAL MEETING; THE ORDINARY PARISH COUNCIL MEETING TUESDAY 7 JULY 2020 – ZOOM MEETING AT 7.00 P.M. **Should Members of the Public wish to take part in public participation they should provide the Clerk with their e-mail address and a request to speak, by 5.00 p.m. on Friday 3 July, 2020.**

Dates confirmed.

Everyone was thanked for attending and the meeting closed at 7.50 p.m. The Clerk was asked to remain to go through matters.

