



DRAFT MINUTES PARISH COUNCIL MEETING THAT SHOULD HAVE BEEN HELD IN THE PARISH ROOMS BREAGE ON TUESDAY 5 MAY 2020

The Annual Parish Meeting and Annual Parish Council meetings were not held at this time. The Chairman and Vice-Chairman will remain in situ until an Annual meeting is called by the Chairman.

This meeting, 5 May, 2020 was a Zoom meeting at 7.00 p.m. to which Councillors were summoned and Public were invited

Present: Cllr A E Woodhams (Chairman)

Cllr A J Best

Cllr Mrs C Carver

Cllr C Macleod

Cllr Mrs N Roberts

Cllr Mrs R M R Wyvern Batt

Mrs C Macleod (Clerk/RFO)

Unsuccessful with log-in:

Cllr Mrs J Burchell

Cllr Mrs P Darby

Cllr M Southam

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 and CMR unable to access Zoom.

3. CONFIRMATION OF MINUTES OF THE ORDINARY PARISH COUNCIL 7 APRIL 2020

Proposed, seconded and unanimously resolved confirmed.

4. PARISH COUNCIL WORKING GROUPS/TEAMS/COMMITTEES AND/OR OUTSIDE ORGANISATIONS

To be agreed at the first available meeting after the lifting of the Covid-19 restrictions. Councillors will presently remain in situ.

5. CONFIRMATION OF TEMPORARY CHANGE TO STANDING ORDERS

To resolve to adopt supplementary Standing Orders to meet the statutory requirements for the holding of remote meetings, this will be in place until May 7th 2021 or until the legislation is repealed in line with Central Government direction, to ensure that BPC is compliant
Councillors have been sent these details and it has been **proposed and seconded and 10 Councillors have responded by e-mail in support with 2 failing to reply**

Adoption CONFIRMED.

6. PUBLIC PARTICIPATION INCLUDING REPORT FROM CORNWALL COUNCILLOR

No public present. Cllr Keeling's report was received and had been circulated to Councillors. No questions.

7. FINANCE

a) To note that the date for publication for the 2019/2020 Annual Financial Return will be 8 June 2020 and the dates of the period for the exercise of public rights are Monday 15 June 2020 to Friday 24 July 2020

Noted.

b) To resolve to accept the Internal Auditor's report and to accept complete satisfaction with the effectiveness of the Internal Audit

Proposed, seconded and unanimously resolved Internal Auditor's report ACCEPTED and COMPLETE SATISFACTION with the effectiveness of Internal Audit.

c) To resolve to action the approval of section 1, sound system of internal control and section 2, the end-of-year figures submitted by the RFO for external audit, and to agree to the signing

Proposed, seconded and unanimously resolved APPROVED and SIGNING AGREED.

d) To resolve to approve May payments

no.	Name	cheque	Service/item	Net	VAT	Total
12	Amazon	dc	A4 lever arch files	£12.92	£2.59	£15.51
13	British Gas Business	dd	Parish Rooms electricity 2 March - 1 April 2020	£151.11	£7.55	£158.66
14	British Gas Business	dd	PSands Toilets electricity 2 March - 1 April 2020	£25.37	£1.26	£26.63
15	e-on	none	Streetlights electricity March 2020 deducted from credit balance	£52.12	£2.61	£54.73
16	Mrs C L Macleod (24/7 Techies)	bank	Repayment 12 month subscription computer IT help	£179.90		£179.90
17	BT	dd	Mobile	£20.00	£4.00	£24.00
18	Amazon	dc	Bin liners	£10.41	£2.08	£12.49
19	Tracey Rickard Web Design	bank	Clear restore and reset website	£70.00		£70.00
20	Ashton Village Committee	bank	LG1976MP Act s19 grant towards fence round play area	£500.00		£500.00
21	Breage & District Silver Band	bank	LG1972 s145 grant towards music, repair and update instruments	£250.00		£250.00
22	Breage Field Committee	bank	LG1976MP Act s19 grant towards new and replacement play equipment	£250.00		£250.00
23	Breage Snooker & Social Club	bank	LG1976MP Act s19 grant towards clearing outside space and adding furniture	£500.00		£500.00
24	Carleen Village Hall	bank	LG1976MP Act s19 grant towards hand driers and soap dispensers	£500.00		£500.00
25	Breage Lights	bank	s137 LG1972 Act grant towards 10 new electric boxes	£250.00		£250.00
26	Cornwall Council Southwest Playground Safety Inspections	dc	PSands Toilets rates May	£119.00		£119.00
27		bank	Inspections Breage/Ashton/Carleen/Praa Sands	£100.00	£20.00	£120.00
			Closure of play areas/placing of notices/warning tape	£96.00	£19.20	£115.20
				£196.00	£39.20	£235.20
28	R Sanders	bank	Contract grass cutting	£550.00	£110.00	£660.00
29	R Sanders	bank	Contract footpath cutting SWCP	£692.88	£138.58	£831.46
			Gold paths 2 cuts first cut	£1,102.74	£220.55	£1,323.29
			Stiles 2 cuts first cut	£130.00	£26.00	£156.00
				£1,925.62	£385.13	£2,310.75
30	Dan Waite Electrical	bank	PRooms Replacement extraction fan call out and fitting	£104.80		£104.80
31	D J L Gallie	bank	Internal Auditor's fee	£219.80		£219.80
			sub totals	£6,083.05	£554.42	£6,637.47
8	Mrs C L Macleod	BANK	Salary April	£2,020.52		£2,020.52
9	HMR & C		PAYE	£442.60		£442.60
			Employer's NI	£261.45		£261.45
		BANK		£704.05		£704.05
10	NEST		Pension Apr Clerk	£171.24		£171.24
			Pension Apr Employer	£64.22		£64.22
		dd		£235.46		£235.46
11	Mrs S Orpin	BANK	Cleaner salary Apr	£79.70		£79.70
			totals	£8,926.78	£554.42	£9,481.20

Checked and confirmed by RWB – amendments had been sent through to Councillors and are now shown on the list above.

(i) Items 8-19 and 26-31 are normal payments

(ii) Item 21 must be resolved thus: In pursuance of the power conferred by Local Government Act 1972 Section 145 and being of the opinion that the expenditure satisfies the requirements of this section the Council approves the following payment:

item 21

(iii) Items 19 and 22-24 must be resolved thus: In pursuance of the power conferred by Local Government Act Miscellaneous Provisions 1972 Section 19 and being of the opinion that the expenditure satisfies the requirements of this section the Council approves the following payments: items 19 and 22-24

(iv) Items 25 must be resolved thus: In pursuance of the power conferred by Section 137 of the Local Government Act 1972 and being of the opinion that the expenditure satisfies the requirements of this section and is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure, the Council approves the following payment: items 25

Proposed, seconded and unanimously resolved that (i), (ii), (iii) and (iv) as shown above be APPROVED for payment.

e) To resolve to approve bank payments – that have been confirmed by 2 Members of the F&GP Committee and will be checked on the bank statements

Proposed, seconded and unanimously resolved that bank payments are APPROVED.

f) To acknowledge Receipts

Precept: £42,500; Council Tax Grant: £1,391.39; Repayment goods not received: £4.98

Acknowledged.

g) To receive bank balances

As at 29 April 2020

Current Account: £9,065.46; Savings Account: £96,851.39; Ashton Amenity Account: £39.78; Petty cash £150.

8. FOOTPATHS

a) Report from Cllr Darby

This not received as Cllr Darby would have been at the meeting.

The Chairman reported that broken stiles on path 13 were not viewed as important by Cormac and therefore the Parish Council's contractor had repaired them. There had been complaints about a Tregonning path being cut as wild flowers had been cut. The paths have to be kept clear for walking and social distancing.

Trees on Breage Green had been reduced to 30ft. The Parishioner who had requested this is satisfied.

The footpath beyond Breage School was reported as being full of nettles and brambles. The Clerk to investigate and reply.

9. HIGHWAYS

a) A large entrance has been made in the Cornish hedge on the A394. An enforcement has been raised.

b) Expressions of Interest re. yellow lines at Praa Sands and 20 is plenty in the villages. These have been confirmed by Highways.

c) A question was asked about the speed cameras at Rosudgeon and whether details of persistent offenders would be stored. It is believed it is information only at this stage.

10. CEMETERY AND CLOSED GRAVEYARDS

a) Update on Expressions of interest and tenders for Cemetery work based on the following detail:

BPC has acquired additional land adjoining the existing Cemetery and intends to incorporate the additional land by enclosure either by fence or hedge. The area to be enclosed measures approximately 30m x 30m.

The Council is considering two options for the enclosure of the area:

Option 1.

Concrete post and concrete gravel board with stock proof horizontal rails.

Option 2.

Remove existing stone and soil hedge from the adjoining closed Cemetery and reuse the material to construct a replacement hedge on the new boundary.

Plus additional task:

- i) Lay a base (concrete) 3.658m x 3.658m suitable to support a single block/timber built building.
- ii) 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.
- iii) At the end of the existing concrete road create a parking/turning area for hearse vehicles.
- iv) Construct a block and stone faced waste bin storage area inside the entrance gate (2 x wheelie bins) – not to obstruct Cemetery gate opening.

Provision must be made to ensure that appropriate measures are in place to permit burials to be conducted in a dignified respectful manner during the construction phase.

The area enclosed will be returned to a level condition and returned to pasture on completion of construction work.

It is anticipated that this work will commence as soon as possible after the end of April.

Only one tender has been received. Builders will be looking to go back to their original jobs soon and this may be why only one was received. The Chairman will work out the cost and send out to Councillors by e-mail. Another meeting will be held for Councillors only if required as it will involve financial costs.

11. 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. Southwest Playground Safety Inspections are checking all the equipment. All are low risk at present.

Ashton and Breage fields are being cut so that Parishioners may use the areas for exercise.

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. Southwest Playground Safety Inspections are checking all the equipment.

12. PARISH ROOMS

a) 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 rooms 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

(7) The website is now accessible.

13. ANNUAL REPORT**a) Approval of Annual Report for circulation**

Councillors to approve via e-mail to the Clerk

Proposed, seconded and unanimously resolved APPROVED. Clerk to put on website.

14. PRAA SANDS**a) TOILETS**

i) The Toilets remain closed. Cllr Southam to check weekly.

ii) BPC is still looking for a floor repair and decoration date and a full service on the equipment before the contract is signed.

15. REPORT FROM CLERK

A busy time. I have been working longer hours in order to complete the end-of-year accounts. The only reduction in the amount of work being carried out is when meetings have not been held.

The Annual Report has been completed. 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.

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

Affordable Housing, Wheal Vor Road, Carleen. 1 bedroom properties and 2 bedroom flats are being considered. Andrew George and Marie Jefferies are heading this and wish to meet with BPC. CMR has been asked to head a team of Councillors. Volunteers were requested. **CC, NR and CM volunteered.** CMR to arrange a screened meeting with Andrew George and Marie Jefferies. Clerk to let CMR know who has volunteered.

An Ashton resident has complained to Council. A letter has been sent to the resident and Ashton Councillors have received a copy.

2 of the trees in Ashton Field have died and some of the newer ones have been damaged by rabbits. CM to plant new ones.

Ashton Field being checked by CC. Hazard tape does come undone sometimes and it is re-tied.

It was said that it is nice to see fewer cars on the roads and to see more people walking.

Meetings may be through Zoom for some time. Make sure you have logged on to Zoom.

17. DATE AND TIME OF NEXT MEETINGS ORDINARY PARISH COUNCIL VIRTUAL MEETING PLANNING AND LAND USE MATTERS WEDNESDAY 27 MAY 2020 AND THE ORDINARY PARISH COUNCIL ZOOM MEETING TUESDAY 2 JUNE 2020, 7.00 P.M. **No actual meetings in the Parish Rooms at present.**

18. 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

No closed session necessary.

The meeting ended at 7.39 p.m.