



**DRAFT MINUTES ORDINARY PARISH COUNCIL MEETING THAT WAS SCHEDULED FOR 7.00 P.M. IN THE PARISH ROOMS BREAGE
ON TUESDAY 7 APRIL 2020**

There was no physical meeting in line with government guidance. Until further notice all meetings will be conducted by written procedure and electronically.

2. CONFIRMATION OF MINUTES OF THE ORDINARY PARISH COUNCIL MEETING HELD ON 3 MARCH 2020

Addition requested to page 15/20 10. Praa Sands c) Coastal Water Bottle Refill Station - SC was asked to contact Surfers against Sewage to see if they have an interest. **With this addition minutes confirmed by e-mail by 8 Councillors, 4 abstentions – Councillors did not reply.**

3. FINANCE

a) To accept the Scribe reconciliation February - to be checked by F&GP Chairman

This confirmed by e-mail by 8 Councillors, 4 abstentions – Councillors did not reply.

b) To resolve to approve additional March payments up to 31 March 2020

no.	Name	cheque	Service/item	Net	VAT	Total
236	A1 Health and Safety	bank	3 Risk Assessment Training and advice	£90.00		£90.00
237	R Sanders	104326	Clearing and grading land at Trevurvas	£850.00	£170.00	£1,020.00
242	Inter Design Asia Limited (Amazon)	dc	Bin for hand cleaning debris	£11.12	£2.22	£13.34
243	e-on	none	Electricity Streetlights February deducted from credit balance	£48.76	£2.44	£51.20
244	A Whitehead	104327	Additional table Parish Rooms materials only	£176.70		£176.70
245	HBselect (Amazon)	dc	Remote holder	£8.32	£1.67	£9.99
246	BT	dd	Telephone and e-mails	£99.80	£19.96	£119.76
247	Matley	bank	PAT testing/relocation of TV/labour			
			Installing Screen/running new cables/cables/screen /labour	£560.41	£112.08	£672.49
248	Rankie-Direct (Amazon)	dc	VGA to VGA cable	£6.99		£6.99
249	British Gas	dd	Parish Rooms Electricity	£154.55	£30.91	£185.46
250	South West Water Business	none	PSands Toilets 9 Nov - 25 February deducted from credit balance	£59.10	£11.50	£70.60
251	Mrinbowy (Amazon)	dc	Antibacterial wipes	£7.34		£7.34
252	Repark Ltd (Amazon)	dc	Disposable gloves	£3.32	£0.67	£3.99
253	Complete Business Solutions Group Ltd	bank	Punched pockets/inks	£48.47	£9.69	£58.16
254	BT	dd	Mobile	£20.00	£4.00	£24.00
255	Love Buy	dc	Hand sanitizer alcohol gel	£23.99		£23.99
256	R Sanders		Contract grass cutting Mar			
			Breage Field/Bus stop/Church corner	£110.00	£22.00	£132.00
			Cemetery	£70.00	£14.00	£84.00
			Greens	£70.00	£14.00	£84.00
			Tree topping Breage Green	£604.00	£120.80	£724.80
		bank		£854.00	£170.80	£1,024.80
257	R Sanders	bank	Lengthsman duties	£1,475.00	£295.00	£1,770.00
258	Cormac Solutions Limited	bank	New taps in Gents & disabled	£254.18	£50.84	£305.02
259	Propelair	bank	PSands Toilets Flush labels	£51.77	£10.36	£62.13
262	R M & S J Jones & Son	bank	PSands Toilets Blockage Ladies	£75.00	£15.00	£90.00
			sub-totals	£4,878.82	£907.14	£5,785.96
238	Mrs C L Macleod	BANK	Salary Mar	£1,532.24		£1,532.24
	HMR & C		PAYE	£294.20		£294.20
			Employer's NI	£168.85		£168.85
239		BANK		£463.05		£463.05

	NEST		Pension Mar Clerk		£116.52		£116.52
			Pension Mar Employer		£43.70	Page 20/20	£43.70
240		dd			£160.22		£160.22
260	Mrs C L Macleod	bank	Travel 20 miles @ 45p		£9.00		£9.00
261	Mrs C L Macleod	bank	Petty cash		£69.96		£69.96
241	Mrs S Orpin	BANK	Cleaner salary Mar		£49.60		£49.60
			Totals		£7,162.89	£907.14	£8,070.03

c) To resolve to approve April payments

no.	Name	cheque	Service/item	Net	VAT	Total
1	Came & Company	bank	Insurance	£1,182.55		£1,182.55
2	Cornwall Council		Parish Rooms Non-domestic rates Rate relief	£0.00		£0.00
3	Cornwall Council	bank	PS Toilets rates April	£114.13		£114.13
4	Cornwall Council	bank	Cemetery rates	£611.25		£611.25
5	Youshiko	dc	Office clock	£11.62	£2.33	£13.95
6	Cornwall Association of Local Councils	bank	Annual Membership subscription	£933.15	£128.34	£1,061.49
7	Lifeline24	dd	Office Lifeline	£43.47		£43.47
			Totals	£2,896.17	£130.67	£3,026.84

Payments have been made through the Bank and by debit card with F&GP Committee approval rather than by cheque which would not be impossible due to the closure of the Parish Rooms

Payments up to 31 March 2020, with the addition of 263 and 264 as shown above and April payments with the addition of 7 as shown above were checked by SC and **approved for payment by e-mail from 8 Councillors, 4 abstentions – Councillors did not reply.** NB that 6 – CALC payment has not yet been paid. The withdrawal of the CALC annual subscription is being considered as the fee is high.

d) To acknowledge Receipts

Interest Savings Account: £27.23; Interest Ashton Amenity Area: £0.01

e) To receive bank balances

as at 31 March 2020: Current account: £7,362.35; Savings account: £58,460.54; Ashton Amenity account: £39.78; Petty cash including reimbursement £150

4. PRAA SANDS

a) TOILETS

i) The Toilets have been closed. Due to the Covid-19 pandemic at this point in time there are no Cleaning facilities available

5. 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) Exercise Equipment at Praa Sands remains in use in line with the governmental instruction that exercise within strict limits is permitted providing the “social distancing” is maintained and the rules on assembly are obeyed. These units provide social distancing by their physical positioning and will allow exercise within provision of the recommendations. The exercise facility at Carleen is in the same position but is not a Breage Parish Council area of responsibility.

6. 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) Should it not be possible to contact the Clerk, details as shown above, please contact any of the Breage Parish Councillors listed on the web site

7. DATES AND TIMES OF NEXT MEETINGS

These will be made available once known