

## BREAGE PARISH COUNCIL

Mr D Rutherford Clerk/RFO to the Council Parish Rooms Breage HELSTON TR13 9PD Tel: 01326 574781/07767165077

E-mail: [clerk@breagepc.org.uk](mailto:clerk@breagepc.org.uk) Website: [www.breagepc.org.uk](http://www.breagepc.org.uk)



### **MINUTES OF ORDINARY PARISH COUNCIL MEETING HELD AT 7.00 P.M. IN THE PARISH ROOMS, BREAGE ON TUESDAY 03 JUNE APRIL 2025**

Present: Cllr A Woodhams (Chairman)

Cllr D Thomas

Cllr A J Best

Cllr G Smith MBE

Cllr M Southam

Cllr C Tyler

Cllr L Tyler

Cllr R Rogers

Cllr R Jude

Cllr R Southam

Cllr C Ralph

CCllr J Hodgetts

Mr D Rutherford Clerk/RFO

5 Members of the public

The Chairman welcomed all. It was stated that the meeting would be recorded to aid the Clerk with the minutes.

#### **1. FIRE EVACUATION PROCEDURE**

This was explained, no fire drills tonight

#### **2. DECLARATION OF INTERESTS IN ACCORDANCE WITH STANDING ORDERS**

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

No declarations were made.

#### **3. APOLOGIES FOR ABSENCE**

a) Apologies for absence were received and accepted from HB .

#### **4. CONFIRMATION OF THE MINUTES OF THE ANNUAL PARISH COUNCIL 13 MAY 2025.**

**Proposed, seconded and resolved confirmed.**

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

Public participation was held from 7:04 to 7.43 pm

#### **6. CO-OPTION – There were no applications. This will now be advertised**

#### **7. FINANCE**

a) To resolve to approve June payments

NO	Date	Pay	Description	Supplier	Net	VAT	Total
64	04/06/2025	Bank	Office supplies	Banner Business Solutions Ltd T/A Complete	57.98	11.60	69.58
65	07/05/2025	Card	N461 events	Sweet pea Floral	59.00	0.00	59.00
66	15/05/2025	DD	Telephone and Internet	BT	155.36	31.07	186.43
67	01/06/2025	DD	Rates Cemetery	Cornwall Council	55.00	0.00	55.00
68	20/05/2025	DD	Cemetery electricity	British Gas	13.95	0.69	14.64
69	12/05/2025	DD	Mobile	EE	14.40	2.88	17.28
70	04/06/2025	bank	SWCP cutting	R Sanders	857.99	171.60	1,029.59
71	04/06/2025	Bank	Footpaths cutting	R Sanders	1,643.03	328.61	1,971.64
71	04/06/2025	Bank	Footpaths cutting	R Sanders	143.00	28.60	171.60
72	04/06/2025	Bank	Computer IT	Primary PC Solutions Ltd	78.66	15.73	94.39

73	21/05/2025	Cheque	Cemetery repairs	P D Merrifield	1,000.00	0.00	1,000.00
74	04/06/2025	Bank	Play equipment inspection	SWPSI Ltd	66.66	13.33	79.99
75	01/07/2025	DD	Cemetery Water	Source for Business	46.98	0.00	46.98
76	01/07/2025	DD	Parish Rooms Water	Source for Business	32.63	0.00	32.63
77	28/05/2025	DD	Electricity Parish Rooms	Engie Power Ltd	187.49	9.37	196.86
78	04/06/2025	Bank	Amenity Areas	RGB Building Supplies	58.54	11.71	70.25
79	04/06/2025	Bank	Amenity Areas	P Treloar Building Services	1,000.00	0.00	1,000.00
80	28/05/2025	Bank	Salaries	Administration	1,430.32	0.00	1,430.32
81	27/05/2025	Bank	Salaries	Administration	49.92	0.00	49.92
82	28/05/2025	Bank	Salaries	HM Revenue & Customs	279.60	0.00	279.60
83	28/05/2025	Bank	Salaries	HM Revenue & Customs	56.48	0.00	56.48
84	28/05/2025	Bank	Employer's NI	HM Revenue & Customs	0.00	200.55	200.55
85	30/07/2025	Bank	Computer IT	Scribe	561.60	112.32	673.92
86	04/06/2025	Bank	Admin	Administration	645.00	0.00	645.00
				Totals	<b>8,493.59</b>	<b>938.06</b>	<b>9,431.65</b>

#### b) Receipts up to 31 May 2025

No	Date	Code	Pay	Description	Supplier	Net	VAT	Total
4	16/04/2025	Cemetery fees	Bank	Cemetery fees	J Cole	60.00	0.00	60.00
5	02/04/2025	Cemetery fees	Bank	Cemetery fees	Mr Lawrance	140.00	0.00	140.00
6	15/04/2025	VAT recovered	Bank	VAT refund	HM Revenue & Customs	0.00	2,409.30	2,409.30
					<b>Total</b>	<b>200.00</b>	<b>2,409.30</b>	<b>2,609.30</b>

#### c) To receive bank balances as at 31 May 2025

Current: £ 8,341.63; Savings: £172,014.45; Ashton Amenity Area: £ 40.96; Petty Cash: £ 150

GS had checked the payments and receipts.

#### d) To resolve Finance Regulations 6.6 Resolution for approval of use of a variable DD for payments to British Telecom for telephone/mobile/broadband

**a,b,c,d composite resolution Proposed, seconded and resolved approved.**

### 8. ANNUAL PARISH MEETING RESOLUTIONS

#### i) Praa Sands Toilets & Praa Sands Steps

a) BPC welcomes the advent of the Friends of Praa Sands (FOPS). BPC will formally support the group "Friends of Praa Sands", once the CIO (Charitable Incorporated Organisation) has been officially formed, this support will be in the form of a grant to seed fund this organisation in its stated aims. **Proposed, seconded and resolved approved.**

#### ii) Bridleways

a) BPC will send representatives (MS/LT) to attend Breage & Germoe Bridleway Association (BGBA) meetings and BGBA will attend BPC Meetings when rights of way, modification orders and blocked or disputed routes, are being discussed. **Proposed, seconded and resolved approved.**

#### iii) Defibrillator at Trescowes Common

BPC will look at supporting via precept when set in October 2025 the purchase of an iPad SPR Semi-Automatic Defibrillator and bleed kit for use in the Phone box at Trescowes Common. This will be subject to securing a maintenance agreement for the defibrillator and its registration with the Circuit (the national defibrillator network) by a nominated resident / group of Trescowes. **Proposed, seconded and resolved approved.**

#### iv) Playground proposal Praa Sands.

It was agreed at the APM that BPC would discuss Playground provision at Praa Sands, alas the requester was unable to attend the meeting. It was agreed that the Chair and the resident would meet at the Parish Rooms ahead of the next BPC meeting and carry this item forward to the next meeting in July for further discussion. **Proposed, seconded and resolved approved.**

### 9. FOOTPATHS

i) Report MS - the following have been reported to Cornwall Council:

blockage on footpath 44 / Hedge overgrown on footpath 42 / Iron Bar protruding on footpath 54.

### 10. HIGHWAYS

Three issues have been reported to CC for action: Buddleia tree - Pellor road Breage now infringing on Highway.

Shute Hill Breage - excessive vegetation growth on Highway and Potholes Penhaes Jakes Breage / Ashton

# **11. CEMETERY AND CLOSED GRAVEYARDS**

- i) Update TW – New gate posts have been installed and a gate should be hung within the week. A roll top iron fence is due to be installed on the Sethnoe way side of the new cemetery space.
- ii) It was proposed to let out the new cemetery area for grazing until it is required for use, this would be subject to formal lease with a 1 month notice period to vacate land. **Proposed, seconded and resolved approved.**

# **12. PLAYGROUND & EXERCISE AREAS**

- i) Safety inspections of equipment are carried out and reports provided each month
- ii) Breage Field  
Update GS – Playground inspection due this month, as all works completed. The Rotunda has been built and almost finished and we await installation of sensory play equipment. New shelter area has been completed, just awaiting finishing touches to surrounding area.
- iii) Ashton Field  
Update TW subject to receipt of S.106 funds works are planned to repair the benches and picnic tables, and clear gate area to avoid rainwater buildup impacting accessibility.
- iv) Praa Sands  
Update TW On-going maintenance of gym equipment including Zinsser treatment to prolong lifespan of equipment.

# **13. PARISH ROOMS**

- i) The Clerk will continue to work from the office in accordance with Lone Worker Procedure as directed.  
DT to review lone worker policy.

# **14. LENGTHSMAN**

- i) Update AB – nothing to report, all proceeding as expected.

# **15. POLICE**

- i) Advocate Councillor has circulated reports to Councillors throughout the month DT
- ii) Appoint new Advocate Councillor GS to replace DT.

# **16. TREVURVAS POND**

- i) A report has been circulated to Councillors DT/MS

# **17. ASHTON VILLAGE HUB**

- i) Update TW for HB, Fete on 30 August at Hendra Lane. The Wednesday coffee mornings continue to be well attended. New Gates will be installed in the near future.

# **18. S KERRIER COMMUNITY AREA PARTNERSHIP**

- i) Update CMR – Awaiting to hear the next meeting date.

# **19. PRAA SANDS**

- i) Update TW – a resident had raised the issue of the lack of pavement on Castle Drive; LT will look at the best route to direct people to use the Green rather than Castle Drive for safety reasons.

# **20. CLERK'S REPORT** Previously circulated to Councillors

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

AB – Carleen Village Hall AGM – 16/06/2025

DT – Will attend Praa Sands Community Centre Monthly meeting.

# **22. CHAIRMAN'S COMMENTS**

There had been a request for a Parish Pre-App meeting – time and date to be sent to Cllrs.

Advised all Cllrs to enrol for Code of Conduct training and reminded them that a policy folder for BPC resides at the Parish rooms.

# **23. DATES AND TIMES OF NEXT MEETINGS**

**MEETING TO DISCUSS AND VOTE ON PLANNING AND LAND USE MATTERS WEDNESDAY 25 JUNE 2025; ORDINARY PARISH MEETING TUESDAY 01 JULY 2025, TO BE HELD IN THE PARISH ROOMS, BREAGE AT 7.00 P.M.**

**24. 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

**25) Contract**

There being no further business the meeting closed at 21:18 p.m.

## BREAGE PARISH COUNCIL

Mr D Rutherford Clerk/RFO to the Council Parish Rooms Breage HELSTON TR13 9PD Tel: 01326 574781/07767165077

E-mail: [clerk@breagepc.org.uk](mailto:clerk@breagepc.org.uk) Website: [www.breagepc.org.uk](http://www.breagepc.org.uk)



### **MINUTES OF ORDINARY PARISH COUNCIL MEETING HELD AT 7.00 P.M. IN THE PARISH ROOMS, BREAGE ON TUESDAY 03 JUNE APRIL 2025**

Present: Cllr A Woodhams (Chairman)

Cllr D Thomas

Cllr A J Best

Cllr G Smith MBE

Cllr M Southam

Cllr C Tyler

Cllr L Tyler

Cllr R Rogers

Cllr R Jude

Cllr R Southam

Cllr C Ralph

CCllr J Hodgetts

Mr D Rutherford Clerk/RFO

5 Members of the public

The Chairman welcomed all. It was stated that the meeting would be recorded to aid the Clerk with the minutes.

#### **1. FIRE EVACUATION PROCEDURE**

This was explained, no fire drills tonight

#### **2. DECLARATION OF INTERESTS IN ACCORDANCE WITH STANDING ORDERS**

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

No declarations were made.

#### **3. APOLOGIES FOR ABSENCE**

a) Apologies for absence were received and accepted from HB .

#### **4. CONFIRMATION OF THE MINUTES OF THE ANNUAL PARISH COUNCIL 13 MAY 2025.**

**Proposed, seconded and resolved confirmed.**

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

Public participation was held from 7:04 to 7.43 pm

#### **6. CO-OPTION – There were no applications. This will now be advertised**

#### **7. FINANCE**

a) To resolve to approve June payments

NO	Date	Pay	Description	Supplier	Net	VAT	Total
64	04/06/2025	Bank	Office supplies	Banner Business Solutions Ltd T/A Complete	57.98	11.60	69.58
65	07/05/2025	Card	N461 events	Sweet pea Floral	59.00	0.00	59.00
66	15/05/2025	DD	Telephone and Internet	BT	155.36	31.07	186.43
67	01/06/2025	DD	Rates Cemetery	Cornwall Council	55.00	0.00	55.00
68	20/05/2025	DD	Cemetery electricity	British Gas	13.95	0.69	14.64
69	12/05/2025	DD	Mobile	EE	14.40	2.88	17.28
70	04/06/2025	bank	SWCP cutting	R Sanders	857.99	171.60	1,029.59
71	04/06/2025	Bank	Footpaths cutting	R Sanders	1,643.03	328.61	1,971.64
71	04/06/2025	Bank	Footpaths cutting	R Sanders	143.00	28.60	171.60
72	04/06/2025	Bank	Computer IT	Primary PC Solutions Ltd	78.66	15.73	94.39

73	21/05/2025	Cheque	Cemetery repairs	P D Merrifield	1,000.00	0.00	1,000.00
74	04/06/2025	Bank	Play equipment inspection	SWPSI Ltd	66.66	13.33	79.99
75	01/07/2025	DD	Cemetery Water	Source for Business	46.98	0.00	46.98
76	01/07/2025	DD	Parish Rooms Water	Source for Business	32.63	0.00	32.63
77	28/05/2025	DD	Electricity Parish Rooms	Engie Power Ltd	187.49	9.37	196.86
78	04/06/2025	Bank	Amenity Areas	RGB Building Supplies	58.54	11.71	70.25
79	04/06/2025	Bank	Amenity Areas	P Treloar Building Services	1,000.00	0.00	1,000.00
80	28/05/2025	Bank	Salaries	Administration	1,430.32	0.00	1,430.32
81	27/05/2025	Bank	Salaries	Administration	49.92	0.00	49.92
82	28/05/2025	Bank	Salaries	HM Revenue & Customs	279.60	0.00	279.60
83	28/05/2025	Bank	Salaries	HM Revenue & Customs	56.48	0.00	56.48
84	28/05/2025	Bank	Employer's NI	HM Revenue & Customs	0.00	200.55	200.55
85	30/07/2025	Bank	Computer IT	Scribe	561.60	112.32	673.92
86	04/06/2025	Bank	Admin	Administration	645.00	0.00	645.00
				Totals	<b>8,493.59</b>	<b>938.06</b>	<b>9,431.65</b>

#### b) Receipts up to 31 May 2025

No	Date	Code	Pay	Description	Supplier	Net	VAT	Total
4	16/04/2025	Cemetery fees	Bank	Cemetery fees	J Cole	60.00	0.00	60.00
5	02/04/2025	Cemetery fees	Bank	Cemetery fees	Mr Lawrance	140.00	0.00	140.00
6	15/04/2025	VAT recovered	Bank	VAT refund	HM Revenue & Customs	0.00	2,409.30	2,409.30
					<b>Total</b>	<b>200.00</b>	<b>2,409.30</b>	<b>2,609.30</b>

#### c) To receive bank balances as at 31 May 2025

Current: £ 8,341.63; Savings: £172,014.45; Ashton Amenity Area: £ 40.96; Petty Cash: £ 150

GS had checked the payments and receipts.

#### d) To resolve Finance Regulations 6.6 Resolution for approval of use of a variable DD for payments to British Telecom for telephone/mobile/broadband

**a,b,c,d composite resolution Proposed, seconded and resolved approved.**

### 8. ANNUAL PARISH MEETING RESOLUTIONS

#### i) Praa Sands Toilets & Praa Sands Steps

a) BPC welcomes the advent of the Friends of Praa Sands (FOPS). BPC will formally support the group "Friends of Praa Sands", once the CIO (Charitable Incorporated Organisation) has been officially formed, this support will be in the form of a grant to seed fund this organisation in its stated aims. **Proposed, seconded and resolved approved.**

#### ii) Bridleways

a) BPC will send representatives (MS/LT) to attend Breage & Germoe Bridleway Association (BGBA) meetings and BGBA will attend BPC Meetings when rights of way, modification orders and blocked or disputed routes, are being discussed. **Proposed, seconded and resolved approved.**

#### iii) Defibrillator at Trescowes Common

BPC will look at supporting via precept when set in October 2025 the purchase of an iPad SPR Semi-Automatic Defibrillator and bleed kit for use in the Phone box at Trescowes Common. This will be subject to securing a maintenance agreement for the defibrillator and its registration with the Circuit (the national defibrillator network) by a nominated resident / group of Trescowes. **Proposed, seconded and resolved approved.**

#### iv) Playground proposal Praa Sands.

It was agreed at the APM that BPC would discuss Playground provision at Praa Sands, alas the requester was unable to attend the meeting. It was agreed that the Chair and the resident would meet at the Parish Rooms ahead of the next BPC meeting and carry this item forward to the next meeting in July for further discussion. **Proposed, seconded and resolved approved.**

### 9. FOOTPATHS

i) Report MS - the following have been reported to Cornwall Council:

blockage on footpath 44 / Hedge overgrown on footpath 42 / Iron Bar protruding on footpath 54.

### 10. HIGHWAYS

Three issues have been reported to CC for action: Buddleia tree - Pellor road Breage now infringing on Highway.

Shute Hill Breage - excessive vegetation growth on Highway and Potholes Penhaes Jakes Breage / Ashton

# **11. CEMETERY AND CLOSED GRAVEYARDS**

- i) Update TW – New gate posts have been installed and a gate should be hung within the week. A roll top iron fence is due to be installed on the Sethnoe way side of the new cemetery space.
- ii) It was proposed to let out the new cemetery area for grazing until it is required for use, this would be subject to formal lease with a 1 month notice period to vacate land. **Proposed, seconded and resolved approved.**

# **12. PLAYGROUND & EXERCISE AREAS**

- i) Safety inspections of equipment are carried out and reports provided each month
- ii) Breage Field  
Update GS – Playground inspection due this month, as all works completed. The Rotunda has been built and almost finished and we await installation of sensory play equipment. New shelter area has been completed, just awaiting finishing touches to surrounding area.
- iii) Ashton Field  
Update TW subject to receipt of S.106 funds works are planned to repair the benches and picnic tables, and clear gate area to avoid rainwater buildup impacting accessibility.
- iv) Praa Sands  
Update TW On-going maintenance of gym equipment including Zinsser treatment to prolong lifespan of equipment.

# **13. PARISH ROOMS**

- i) The Clerk will continue to work from the office in accordance with Lone Worker Procedure as directed.  
DT to review lone worker policy.

# **14. LENGTHSMAN**

- i) Update AB – nothing to report, all proceeding as expected.

# **15. POLICE**

- i) Advocate Councillor has circulated reports to Councillors throughout the month DT
- ii) Appoint new Advocate Councillor GS to replace DT.

# **16. TREVURVAS POND**

- i) A report has been circulated to Councillors DT/MS

# **17. ASHTON VILLAGE HUB**

- i) Update TW for HB, Fete on 30 August at Hendra Lane. The Wednesday coffee mornings continue to be well attended. New Gates will be installed in the near future.

# **18. S KERRIER COMMUNITY AREA PARTNERSHIP**

- i) Update CMR – Awaiting to hear the next meeting date.

# **19. PRAA SANDS**

- i) Update TW – a resident had raised the issue of the lack of pavement on Castle Drive; LT will look at the best route to direct people to use the Green rather than Castle Drive for safety reasons.

# **20. CLERK'S REPORT** Previously circulated to Councillors

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

AB – Carleen Village Hall AGM – 16/06/2025

DT – Will attend Praa Sands Community Centre Monthly meeting.

# **22. CHAIRMAN'S COMMENTS**

There had been a request for a Parish Pre-App meeting – time and date to be sent to Cllrs.

Advised all Cllrs to enrol for Code of Conduct training and reminded them that a policy folder for BPC resides at the Parish rooms.

# **23. DATES AND TIMES OF NEXT MEETINGS**

**MEETING TO DISCUSS AND VOTE ON PLANNING AND LAND USE MATTERS WEDNESDAY 25 JUNE 2025; ORDINARY PARISH MEETING TUESDAY 01 JULY 2025, TO BE HELD IN THE PARISH ROOMS, BREAGE AT 7.00 P.M.**

**24. 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

**25) Contract**

There being no further business the meeting closed at 21:18 p.m.

## BREAGE PARISH COUNCIL

Mr D Rutherford Clerk/RFO to the Council Parish Rooms Breage HELSTON TR13 9PD Tel: 01326 574781/07767165077

E-mail: [clerk@breagepc.org.uk](mailto:clerk@breagepc.org.uk) Website: [www.breagepc.org.uk](http://www.breagepc.org.uk)



### **MINUTES OF ORDINARY PARISH COUNCIL MEETING HELD AT 7.00 P.M. IN THE PARISH ROOMS, BREAGE ON TUESDAY 03 JUNE APRIL 2025**

Present: Cllr A Woodhams (Chairman)

Cllr D Thomas

Cllr A J Best

Cllr G Smith MBE

Cllr M Southam

Cllr C Tyler

Cllr L Tyler

Cllr R Rogers

Cllr R Jude

Cllr R Southam

Cllr C Ralph

CCllr J Hodgetts

Mr D Rutherford Clerk/RFO

5 Members of the public

The Chairman welcomed all. It was stated that the meeting would be recorded to aid the Clerk with the minutes.

#### **1. FIRE EVACUATION PROCEDURE**

This was explained, no fire drills tonight

#### **2. DECLARATION OF INTERESTS IN ACCORDANCE WITH STANDING ORDERS**

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

No declarations were made.

#### **3. APOLOGIES FOR ABSENCE**

a) Apologies for absence were received and accepted from HB .

#### **4. CONFIRMATION OF THE MINUTES OF THE ANNUAL PARISH COUNCIL 13 MAY 2025.**

**Proposed, seconded and resolved confirmed.**

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

Public participation was held from 7:04 to 7.43 pm

#### **6. CO-OPTION – There were no applications. This will now be advertised**

#### **7. FINANCE**

a) To resolve to approve June payments

NO	Date	Pay	Description	Supplier	Net	VAT	Total
64	04/06/2025	Bank	Office supplies	Banner Business Solutions Ltd T/A Complete	57.98	11.60	69.58
65	07/05/2025	Card	N461 events	Sweet pea Floral	59.00	0.00	59.00
66	15/05/2025	DD	Telephone and Internet	BT	155.36	31.07	186.43
67	01/06/2025	DD	Rates Cemetery	Cornwall Council	55.00	0.00	55.00
68	20/05/2025	DD	Cemetery electricity	British Gas	13.95	0.69	14.64
69	12/05/2025	DD	Mobile	EE	14.40	2.88	17.28
70	04/06/2025	bank	SWCP cutting	R Sanders	857.99	171.60	1,029.59
71	04/06/2025	Bank	Footpaths cutting	R Sanders	1,643.03	328.61	1,971.64
71	04/06/2025	Bank	Footpaths cutting	R Sanders	143.00	28.60	171.60
72	04/06/2025	Bank	Computer IT	Primary PC Solutions Ltd	78.66	15.73	94.39



73	21/05/2025	Cheque	Cemetery repairs	P D Merrifield	1,000.00	0.00	1,000.00
74	04/06/2025	Bank	Play equipment inspection	SWPSI Ltd	66.66	13.33	79.99
75	01/07/2025	DD	Cemetery Water	Source for Business	46.98	0.00	46.98
76	01/07/2025	DD	Parish Rooms Water	Source for Business	32.63	0.00	32.63
77	28/05/2025	DD	Electricity Parish Rooms	Engie Power Ltd	187.49	9.37	196.86
78	04/06/2025	Bank	Amenity Areas	RGB Building Supplies	58.54	11.71	70.25
79	04/06/2025	Bank	Amenity Areas	P Treloar Building Services	1,000.00	0.00	1,000.00
80	28/05/2025	Bank	Salaries	Administration	1,430.32	0.00	1,430.32
81	27/05/2025	Bank	Salaries	Administration	49.92	0.00	49.92
82	28/05/2025	Bank	Salaries	HM Revenue & Customs	279.60	0.00	279.60
83	28/05/2025	Bank	Salaries	HM Revenue & Customs	56.48	0.00	56.48
84	28/05/2025	Bank	Employer's NI	HM Revenue & Customs	0.00	200.55	200.55
85	30/07/2025	Bank	Computer IT	Scribe	561.60	112.32	673.92
86	04/06/2025	Bank	Admin	Administration	645.00	0.00	645.00
				Totals	<b>8,493.59</b>	<b>938.06</b>	<b>9,431.65</b>

#### b) Receipts up to 31 May 2025

No	Date	Code	Pay	Description	Supplier	Net	VAT	Total
4	16/04/2025	Cemetery fees	Bank	Cemetery fees	J Cole	60.00	0.00	60.00
5	02/04/2025	Cemetery fees	Bank	Cemetery fees	Mr Lawrance	140.00	0.00	140.00
6	15/04/2025	VAT recovered	Bank	VAT refund	HM Revenue & Customs	0.00	2,409.30	2,409.30
					<b>Total</b>	<b>200.00</b>	<b>2,409.30</b>	<b>2,609.30</b>

#### c) To receive bank balances as at 31 May 2025

Current: £ 8,341.63; Savings: £172,014.45; Ashton Amenity Area: £ 40.96; Petty Cash: £ 150

GS had checked the payments and receipts.

#### d) To resolve Finance Regulations 6.6 Resolution for approval of use of a variable DD for payments to British Telecom for telephone/mobile/broadband

a,b,c,d composite resolution Proposed, seconded and resolved approved.

### 8. ANNUAL PARISH MEETING RESOLUTIONS

#### i) Praa Sands Toilets & Praa Sands Steps

a) BPC welcomes the advent of the Friends of Praa Sands (FOPS). BPC will formally support the group "Friends of Praa Sands", once the CIO (Charitable Incorporated Organisation) has been officially formed, this support will be in the form of a grant to seed fund this organisation in its stated aims. **Proposed, seconded and resolved approved.**

#### ii) Bridleways

a) BPC will send representatives (MS/LT) to attend Breage & Germoe Bridleway Association (BGBA) meetings and BGBA will attend BPC Meetings when rights of way, modification orders and blocked or disputed routes, are being discussed. **Proposed, seconded and resolved approved.**

#### iii) Defibrillator at Trescowes Common

BPC will look at supporting via precept when set in October 2025 the purchase of an iPad SPR Semi-Automatic Defibrillator and bleed kit for use in the Phone box at Trescowes Common. This will be subject to securing a maintenance agreement for the defibrillator and its registration with the Circuit (the national defibrillator network) by a nominated resident / group of Trescowes. **Proposed, seconded and resolved approved.**

#### iv) Playground proposal Praa Sands.

It was agreed at the APM that BPC would discuss Playground provision at Praa Sands, alas the requester was unable to attend the meeting. It was agreed that the Chair and the resident would meet at the Parish Rooms ahead of the next BPC meeting and carry this item forward to the next meeting in July for further discussion. **Proposed, seconded and resolved approved.**

### 9. FOOTPATHS

i) Report MS - the following have been reported to Cornwall Council:

blockage on footpath 44 / Hedge overgrown on footpath 42 / Iron Bar protruding on footpath 54.

### 10. HIGHWAYS

Three issues have been reported to CC for action: Buddleia tree - Pellor road Breage now infringing on Highway.

Shute Hill Breage - excessive vegetation growth on Highway and Potholes Penhales Jakes Breage / Ashton



# **11. CEMETERY AND CLOSED GRAVEYARDS**

- i) Update TW – New gate posts have been installed and a gate should be hung within the week. A roll top iron fence is due to be installed on the Sethnoe way side of the new cemetery space.
- ii) It was proposed to let out the new cemetery area for grazing until it is required for use, this would be subject to formal lease with a 1 month notice period to vacate land. **Proposed, seconded and resolved approved.**

# **12. PLAYGROUND & EXERCISE AREAS**

- i) Safety inspections of equipment are carried out and reports provided each month
- ii) Breage Field  
Update GS – Playground inspection due this month, as all works completed. The Rotunda has been built and almost finished and we await installation of sensory play equipment. New shelter area has been completed, just awaiting finishing touches to surrounding area.
- iii) Ashton Field  
Update TW subject to receipt of S.106 funds works are planned to repair the benches and picnic tables, and clear gate area to avoid rainwater buildup impacting accessibility.
- iv) Praa Sands  
Update TW On-going maintenance of gym equipment including Zinsser treatment to prolong lifespan of equipment.

# **13. PARISH ROOMS**

- i) The Clerk will continue to work from the office in accordance with Lone Worker Procedure as directed.  
DT to review lone worker policy.

# **14. LENGTHSMAN**

- i) Update AB – nothing to report, all proceeding as expected.

# **15. POLICE**

- i) Advocate Councillor has circulated reports to Councillors throughout the month DT
- ii) Appoint new Advocate Councillor GS to replace DT.

# **16. TREVURVAS POND**

- i) A report has been circulated to Councillors DT/MS

# **17. ASHTON VILLAGE HUB**

- i) Update TW for HB, Fete on 30 August at Hendra Lane. The Wednesday coffee mornings continue to be well attended. New Gates will be installed in the near future.

# **18. S KERRIER COMMUNITY AREA PARTNERSHIP**

- i) Update CMR – Awaiting to hear the next meeting date.

# **19. PRAA SANDS**

- i) Update TW – a resident had raised the issue of the lack of pavement on Castle Drive; LT will look at the best route to direct people to use the Green rather than Castle Drive for safety reasons.

# **20. CLERK'S REPORT** Previously circulated to Councillors

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

AB – Carleen Village Hall AGM – 16/06/2025

DT – Will attend Praa Sands Community Centre Monthly meeting.

# **22. CHAIRMAN'S COMMENTS**

There had been a request for a Parish Pre-App meeting – time and date to be sent to Cllrs.

Advised all Cllrs to enrol for Code of Conduct training and reminded them that a policy folder for BPC resides at the Parish rooms.

# **23. DATES AND TIMES OF NEXT MEETINGS**

**MEETING TO DISCUSS AND VOTE ON PLANNING AND LAND USE MATTERS WEDNESDAY 25 JUNE 2025; ORDINARY PARISH MEETING TUESDAY 01 JULY 2025, TO BE HELD IN THE PARISH ROOMS, BREAGE AT 7.00 P.M.**

**24. 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

**25) Contract**

There being no further business the meeting closed at 21:18 p.m.

## BREAGE PARISH COUNCIL

Mr D Rutherford Clerk/RFO to the Council Parish Rooms Breage HELSTON TR13 9PD Tel: 01326 574781/07767165077

E-mail: [clerk@breagepc.org.uk](mailto:clerk@breagepc.org.uk) Website: [www.breagepc.org.uk](http://www.breagepc.org.uk)



### **MINUTES OF ORDINARY PARISH COUNCIL MEETING HELD AT 7.00 P.M. IN THE PARISH ROOMS, BREAGE ON TUESDAY 03 JUNE APRIL 2025**

Present: Cllr A Woodhams (Chairman)

Cllr D Thomas

Cllr A J Best

Cllr G Smith MBE

Cllr M Southam

Cllr C Tyler

Cllr L Tyler

Cllr R Rogers

Cllr R Jude

Cllr R Southam

Cllr C Ralph

CCllr J Hodgetts

Mr D Rutherford Clerk/RFO

5 Members of the public

The Chairman welcomed all. It was stated that the meeting would be recorded to aid the Clerk with the minutes.

#### **1. FIRE EVACUATION PROCEDURE**

This was explained, no fire drills tonight

#### **2. DECLARATION OF INTERESTS IN ACCORDANCE WITH STANDING ORDERS**

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

No declarations were made.

#### **3. APOLOGIES FOR ABSENCE**

a) Apologies for absence were received and accepted from HB .

#### **4. CONFIRMATION OF THE MINUTES OF THE ANNUAL PARISH COUNCIL 13 MAY 2025.**

**Proposed, seconded and resolved confirmed.**

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

Public participation was held from 7:04 to 7.43 pm

#### **6. CO-OPTION – There were no applications. This will now be advertised**

#### **7. FINANCE**

a) To resolve to approve June payments

NO	Date	Pay	Description	Supplier	Net	VAT	Total
64	04/06/2025	Bank	Office supplies	Banner Business Solutions Ltd T/A Complete	57.98	11.60	69.58
65	07/05/2025	Card	N461 events	Sweet pea Floral	59.00	0.00	59.00
66	15/05/2025	DD	Telephone and Internet	BT	155.36	31.07	186.43
67	01/06/2025	DD	Rates Cemetery	Cornwall Council	55.00	0.00	55.00
68	20/05/2025	DD	Cemetery electricity	British Gas	13.95	0.69	14.64
69	12/05/2025	DD	Mobile	EE	14.40	2.88	17.28
70	04/06/2025	bank	SWCP cutting	R Sanders	857.99	171.60	1,029.59
71	04/06/2025	Bank	Footpaths cutting	R Sanders	1,643.03	328.61	1,971.64
71	04/06/2025	Bank	Footpaths cutting	R Sanders	143.00	28.60	171.60
72	04/06/2025	Bank	Computer IT	Primary PC Solutions Ltd	78.66	15.73	94.39

73	21/05/2025	Cheque	Cemetery repairs	P D Merrifield	1,000.00	0.00	1,000.00
74	04/06/2025	Bank	Play equipment inspection	SWPSI Ltd	66.66	13.33	79.99
75	01/07/2025	DD	Cemetery Water	Source for Business	46.98	0.00	46.98
76	01/07/2025	DD	Parish Rooms Water	Source for Business	32.63	0.00	32.63
77	28/05/2025	DD	Electricity Parish Rooms	Engie Power Ltd	187.49	9.37	196.86
78	04/06/2025	Bank	Amenity Areas	RGB Building Supplies	58.54	11.71	70.25
79	04/06/2025	Bank	Amenity Areas	P Treloar Building Services	1,000.00	0.00	1,000.00
80	28/05/2025	Bank	Salaries	Administration	1,430.32	0.00	1,430.32
81	27/05/2025	Bank	Salaries	Administration	49.92	0.00	49.92
82	28/05/2025	Bank	Salaries	HM Revenue & Customs	279.60	0.00	279.60
83	28/05/2025	Bank	Salaries	HM Revenue & Customs	56.48	0.00	56.48
84	28/05/2025	Bank	Employer's NI	HM Revenue & Customs	0.00	200.55	200.55
85	30/07/2025	Bank	Computer IT	Scribe	561.60	112.32	673.92
86	04/06/2025	Bank	Admin	Administration	645.00	0.00	645.00
				Totals	<b>8,493.59</b>	<b>938.06</b>	<b>9,431.65</b>

#### b) Receipts up to 31 May 2025

No	Date	Code	Pay	Description	Supplier	Net	VAT	Total
4	16/04/2025	Cemetery fees	Bank	Cemetery fees	J Cole	60.00	0.00	60.00
5	02/04/2025	Cemetery fees	Bank	Cemetery fees	Mr Lawrance	140.00	0.00	140.00
6	15/04/2025	VAT recovered	Bank	VAT refund	HM Revenue & Customs	0.00	2,409.30	2,409.30
					<b>Total</b>	<b>200.00</b>	<b>2,409.30</b>	<b>2,609.30</b>

#### c) To receive bank balances as at 31 May 2025

Current: £ 8,341.63; Savings: £172,014.45; Ashton Amenity Area: £ 40.96; Petty Cash: £ 150

GS had checked the payments and receipts.

#### d) To resolve Finance Regulations 6.6 Resolution for approval of use of a variable DD for payments to British Telecom for telephone/mobile/broadband

a,b,c,d composite resolution Proposed, seconded and resolved approved.

### 8. ANNUAL PARISH MEETING RESOLUTIONS

#### i) Praa Sands Toilets & Praa Sands Steps

a) BPC welcomes the advent of the Friends of Praa Sands (FOPS). BPC will formally support the group "Friends of Praa Sands", once the CIO (Charitable Incorporated Organisation) has been officially formed, this support will be in the form of a grant to seed fund this organisation in its stated aims. **Proposed, seconded and resolved approved.**

#### ii) Bridleways

a) BPC will send representatives (MS/LT) to attend Breage & Germoe Bridleway Association (BGBA) meetings and BGBA will attend BPC Meetings when rights of way, modification orders and blocked or disputed routes, are being discussed. **Proposed, seconded and resolved approved.**

#### iii) Defibrillator at Trescowes Common

BPC will look at supporting via precept when set in October 2025 the purchase of an iPad SPR Semi-Automatic Defibrillator and bleed kit for use in the Phone box at Trescowes Common. This will be subject to securing a maintenance agreement for the defibrillator and its registration with the Circuit (the national defibrillator network) by a nominated resident / group of Trescowes. **Proposed, seconded and resolved approved.**

#### iv) Playground proposal Praa Sands.

It was agreed at the APM that BPC would discuss Playground provision at Praa Sands, alas the requester was unable to attend the meeting. It was agreed that the Chair and the resident would meet at the Parish Rooms ahead of the next BPC meeting and carry this item forward to the next meeting in July for further discussion. **Proposed, seconded and resolved approved.**

### 9. FOOTPATHS

i) Report MS - the following have been reported to Cornwall Council:

blockage on footpath 44 / Hedge overgrown on footpath 42 / Iron Bar protruding on footpath 54.

### 10. HIGHWAYS

Three issues have been reported to CC for action: Buddleia tree - Pellor road Breage now infringing on Highway.

Shute Hill Breage - excessive vegetation growth on Highway and Potholes Penhaes Jakes Breage / Ashton

# **11. CEMETERY AND CLOSED GRAVEYARDS**

- i) Update TW – New gate posts have been installed and a gate should be hung within the week. A roll top iron fence is due to be installed on the Sethnoe way side of the new cemetery space.
- ii) It was proposed to let out the new cemetery area for grazing until it is required for use, this would be subject to formal lease with a 1 month notice period to vacate land. **Proposed, seconded and resolved approved.**

# **12. PLAYGROUND & EXERCISE AREAS**

- i) Safety inspections of equipment are carried out and reports provided each month
- ii) Breage Field  
Update GS – Playground inspection due this month, as all works completed. The Rotunda has been built and almost finished and we await installation of sensory play equipment. New shelter area has been completed, just awaiting finishing touches to surrounding area.
- iii) Ashton Field  
Update TW subject to receipt of S.106 funds works are planned to repair the benches and picnic tables, and clear gate area to avoid rainwater buildup impacting accessibility.
- iv) Praa Sands  
Update TW On-going maintenance of gym equipment including Zinsser treatment to prolong lifespan of equipment.

# **13. PARISH ROOMS**

- i) The Clerk will continue to work from the office in accordance with Lone Worker Procedure as directed.  
DT to review lone worker policy.

# **14. LENGTHSMAN**

- i) Update AB – nothing to report, all proceeding as expected.

# **15. POLICE**

- i) Advocate Councillor has circulated reports to Councillors throughout the month DT
- ii) Appoint new Advocate Councillor GS to replace DT.

# **16. TREVURVAS POND**

- i) A report has been circulated to Councillors DT/MS

# **17. ASHTON VILLAGE HUB**

- i) Update TW for HB, Fete on 30 August at Hendra Lane. The Wednesday coffee mornings continue to be well attended. New Gates will be installed in the near future.

# **18. S KERRIER COMMUNITY AREA PARTNERSHIP**

- i) Update CMR – Awaiting to hear the next meeting date.

# **19. PRAA SANDS**

- i) Update TW – a resident had raised the issue of the lack of pavement on Castle Drive; LT will look at the best route to direct people to use the Green rather than Castle Drive for safety reasons.

# **20. CLERK'S REPORT** Previously circulated to Councillors

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

AB – Carleen Village Hall AGM – 16/06/2025

DT – Will attend Praa Sands Community Centre Monthly meeting.

# **22. CHAIRMAN'S COMMENTS**

There had been a request for a Parish Pre-App meeting – time and date to be sent to Cllrs.

Advised all Cllrs to enrol for Code of Conduct training and reminded them that a policy folder for BPC resides at the Parish rooms.

# **23. DATES AND TIMES OF NEXT MEETINGS**

**MEETING TO DISCUSS AND VOTE ON PLANNING AND LAND USE MATTERS WEDNESDAY 25 JUNE 2025; ORDINARY PARISH MEETING TUESDAY 01 JULY 2025, TO BE HELD IN THE PARISH ROOMS, BREAGE AT 7.00 P.M.**

**24. 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

**25) Contract**

There being no further business the meeting closed at 21:18 p.m.