

BREAGE PARISH COUNCIL

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MINUTES OF ORDINARY PARISH COUNCIL MEETING HELD AT 7.00 P.M. IN THE PARISH ROOMS, BREAGE ON TUESDAY 04 NOVEMBER 2025

Present: Cllr A Woodhams (Chairman)

Cllr D Thomas

Cllr A J Best

Cllr G Smith MBE

Cllr H Bradford

Cllr R Rogers

Cllr R Jude

Cllr C Ralph

Cllr M Southam

Cllr L Tyler

CCllr J Hodgetts

Mr D Rutherford Clerk/RFO

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 received – Cllr C Ralph and Cllr C Tyler

4. CONFIRMATION OF THE MINUTES OF THE ORDINARY PARISH COUNCIL MEETING HELD ON 07 October 2025 - Proposed, seconded, resolved and confirmed with manuscript amendments -22. Carleen instead of Carlen 24. Cornish Tin instead on Tin.

5. CASUAL VACANCY – CO-OPTION OF NEW COUNCILLOR – no applicants.

6. PUBLIC PARTICIPATION 19:02 – 19:10 No members of the public were present. Cornwall Cllr J Hodgetts gave a verbal update to Councillors: Summary:

- Spoken to CC re the missing bollard at the A394 near Stop Gate the situation will be reviewed.
- The cable lying on the hedge on the A394 heading to Helston is not live and will be replaced by BT when they have a traffic order in place.
- On-going discussions with CC over the 20's plenty scheme. Major issue is that 20MPH speed limits can currently on be imposed on Urban designated roads. Many of the roads we are looking at are a combination of urban and rural hence the variety of speed limits, which often makes no sense when designations can be as little as a 100m apart.

7. FINANCE

a) To resolve to approve October payments

No	Date	Pay	Description	Supplier	Net	VAT	Total
202	27/10/2025	Bank	Play equipment inspectio	SWPSI Ltd	33.33	6.67	40.00
203	27/10/2025	Bank	Play equipment inspectio	SWPSI Ltd	66.66	13.33	79.99
204	27/10/2025	Bank	Cemetery GOODS	Scribe	345.60	69.12	414.72
205	27/10/2025	Bank	Admin	D Thomas	5.39	0.00	5.39
206	26/10/2025	DD	Cemetery GOODS	Biffa	60.95	12.19	73.14
207	27/10/2025	Bank	SWCP cutting	R Sanders	491.41	98.28	589.69
208	02/10/2025	Card	s137 Grant	The Royal British Legion	100.00	0.00	100.00
209	27/10/2025	Bank	Election costs	Cornwall Council	349.52	0.00	349.52
210	27/10/2025	Bank	Cemetery GRASS CUTTI	R Sanders	394.00	78.80	472.80
211	27/10/2025	Bank	Grass Cutting & weed kill	R Sanders	1,574.00	314.80	1,888.80
212	27/10/2025	Bank	Grass Cutting & weed kill	R Sanders	134.00	26.80	160.80
213	27/10/2025	Bank	Computer IT	Primary PC Solutions Ltd	1.65	0.33	1.98
214	03/10/2025	Card	Office supplies	Amazon	8.49	1.70	10.19
214	03/10/2025	Card	Office supplies	Amazon	-1.01	0.00	-1.01
214	03/10/2025	Card	Office supplies	Amazon	87.15	17.44	104.59
215	03/10/2025	Card	Office supplies	Banner Business Solutions Ltd T/A	24.48	4.90	29.38
215	03/10/2025	Card	Office supplies	Banner Business Solutions Ltd T/A	-2.91	0.00	-2.91
216	02/10/2025	Card	Office supplies	Amazon	80.97	16.19	97.16
216	02/10/2025	Card	Office supplies	Amazon	0.00	-9.59	-9.59
217	01/10/2025	DD	Rates Cemetery	Cornwall Council	55.00	0.00	55.00
218	27/10/2025	Bank	Breage Gardening	Karen Badger	1,100.00	0.00	1,100.00
219	17/10/2025	DD	Cemetery electricity	British Gas	13.50	0.67	14.17
220	08/10/2025	Card	s137 Grant	The Royal British Legion	20.00	0.00	20.00
221	15/10/2025	DD	Telephone and Internet	BT	130.36	26.07	156.43
222	27/10/2025	Bank	Lengthsman	R Sanders	2,464.00	492.80	2,956.80
223	27/10/2025	Bank	Computer IT	Primary PC Solutions Ltd	1.60	0.32	1.92
224	28/10/2025	DD	Electricity Parish Rooms	Engie Power Ltd	99.61	4.98	104.59
225	14/10/2025	Card	Office Goods	Tesco	19.50	0.00	19.50
226	27/10/2025	Bank	Salaries	Administration	1,664.84	0.00	1,664.84
226	27/10/2025	Bank	Salaries	Administration	49.72	0.00	49.72
227	27/10/2025	Bank	Employer's NI	HM Revenue & Customs	249.95	0.00	249.95
228	27/10/2025	Bank	Salaries	HM Revenue & Customs	345.20	0.00	345.20
229	27/10/2025	Bank	Salaries	HM Revenue & Customs	82.56	0.00	82.56
230	27/10/2025	Bank	Admin	Primary PC Solutions Ltd	81.96	16.39	98.35
231	13/10/2025	DD	Mobile	EE	13.50	2.70	16.20
		1			10,144.98	1,194.89	11,339.87

b) To resolve to approve October receipts

No	Date	Receipt No	Description	Supplier	Net	VAT	Total
31	07/10/2025	Bank	VAT refund	HM Revenue & Cus	0.00	3,132.26	3,132.26
32	13/10/2025	Bank	LMP Grant	Cornwall Council	5,221.30	0.00	5,221.30
33	13/10/2025	Bank	SWCP grant	Cornwall Council	2,588.90	0.00	2,588.90
					7,810.20	3,132.26	10,942.46

c) To receive bank balances as at 30 OCTOBER 2025 Petty Cash - £150, Community Account £1420.74, Savings £ 176,982.49, Ashton £ 7267.55

d) To resolve approval of Finance Regulations 6.6 Resolution for approval of use of a variable DD for payments to for payments to Source for Business for quarterly water payments for Cemetery and Parish Rooms

e) Parish councils in England are legally required to appoint an internal auditor under Regulation 5(1) of the Accounts and Audit Regulations 2015. **Proposal** the Council formally resolves to re-appoint Barbara Goraus as the Internal Auditor for the 2025/2026 financial year, and that this appointment be recorded in the Council's minutes. **A composite resolution to approve item 7 a-e was Proposed, seconded, resolved and confirmed.**

8. PUBLIC RIGHTS OF WAY (PROW)

- i) MS/LT – All quiet, so happy to report no issues.
- ii) TW reported that the enhanced path between Ashton and Breage was progressing well and would provide a route between the two villages avoiding the A394.

9. HIGHWAYS

- i) TW - Cllr T Woodhams asked Cllr Hodgetts to pass on the Parish Councils thanks to Chris Deakin, Public Transport Infrastructure Asset and Systems Manager for ensuring the Bus Shelters at Newtown and Ashton installation and for removing all the Ivy from the Bus Shelter in Breage.
- ii) It has been advised that Prospect Row Ashton will be resurfaced.
- iii) BPC is currently seeking funding for a new bus shelter at Praa Sands.
- iv) Work on the A394 drainage is beginning and we have asked that the roadside verge at Germoe Crossroads is resurfaced following the Helicopter transporting incident.

10. CEMETERY AND CLOSED GRAVEYARDS

- i) Update TW – Audit in progress, likely to go on until mid-2026.

11. PLAYGROUND & EXERCISE AREAS

- i) Safety inspections of equipment are carried out and reports provided each month
- ii) Breage Field
Update GS – has provided a risk -assessment to BFC, still awaiting any feedback.
Tw- Slide has been repaired, climbing frame top replaced and supports to be installed when weather improves.
Entrance gate repaired and a storm lip to be fitted to shelter.
- iii) Ashton Field
Update TW – Shelter almost completed. Elaeagnus bush has been removed. A community orchard will replace it before March 2026. All the adult keep fit equipment is being refurbished piece by piece.
- iv) Praa Sands
Update TW – Strim and weeded around the basketball court and surrounding area. Fly tipping sign has been re-instated.

12. PARISH ROOMS

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

13. LENGTHSMAN

- i) Update AB – no report this month.

14. POLICE

- i) Advocate Councillor has circulated reports to Councillors throughout the month GS. GS attended a police meeting in Helston and left with a good impression of their working methods and level on interest in day-to-day matters. He also highlighted a report on reporting anti-social behaviour

15. TREVURVAS POND

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

16. ASHTON VILLAGE HUB

- i) Update HB – New shed had been installed at the hub. Wildanet have now installed high-speed broadband and the hall can be booked for £30 for the morning or £50 from 9 to 5pm. Christmas Fair 06 December.

17. S KERRIER COMMUNITY AREA PARTNERSHIP

- i) Update Cllr R Jude had previously circulated a report. It had been noted that the state of children's dental health was particularly bad at the present. Also, more generally a project SeaFit had been launched to provide mobile dentistry to those working out of Newlyn.

18. PRAA SANDS

- i) Update TW – FOPS extension to submit plans for the steps was set at 01 December, so we look forward to receiving those plans. To support that BPC has given both CC & FOPS permission to access the land to work up the plans.

19. CLERK'S REPORT Previously circulated to Councillors

20. PLANNING

- i) **Application PA25/07725 Proposal** Proposed replacement of existing garage with new double garage, formation of new stepped access and replacement deck **Location** Treath Trewartha Road Praa Sands Penzance – **No vote was taken as Cllr's sought more information. It will be added to the next agenda on 26 November 2025.**

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

- AB – Sad to have to report the passing of Doug Polman who has been a great support to the Village Hall and Carleen in general

22. CHAIRMAN'S COMMENTS

- i) TW advised Cllr's on protocols for Remembrance Sunday. Cllr G Smith will take the Salute and lay a wreath on behalf of Breage Parish Council.
- ii) TW Proposal to offer a grant of £ 400 to Breaney Methodist Chapel to support their "meals on wheels" service. **Proposed, seconded, resolved and confirmed.**
- iii) Precept work was going well, just awaiting CC to confirm the number of Second homes in the parish before bringing a proposal to the F&GP committee.
- iv) A brief discussion was held on taking on the Village Rooms in Breage as a Custodial Trustee style arrangement. This would be looked at in more detail over 2026.
- v) The following BPC policy documents have been updated by the Clerk to reflect legislation changes and signed as approved by the Chair

Policy Name	Legal Reference	Approval Date	Review Date
Standing Orders	Local Government Act 1972, Schedule 12, para 42; Local Authorities (Standing Orders) (England) Regulations 2001	04/11/2025	Nov 2026
Financial Regulations	Accounts and Audit Regulations 2015; Local Government Act 1972, s.151	13/05/2025	May 2026
Code of Conduct	Localism Act 2011, s.27–28	04/11/2025	Nov 2026
Publication Scheme	Freedom of Information Act 2000, s.19	04/11/2025	Nov 2026
Risk Management Policy	Accounts and Audit Regulations 2015, reg.4	04/11/2025	Nov 2026
Data Protection Policy	Data Protection Act 2018; UK GDPR	04/11/2025	Nov 2026
Equality and Diversity Policy	Equality Act 2010	04/11/2025	Nov 2026
Health and Safety Policy	Health and Safety at Work Act 1974	04/11/2025	Nov 2026
Complaints Policy	N/A	04/11/2025	Nov 2026
Safeguarding Policy	Children Act 1989; Care Act 2014	04/11/2025	Nov 2026
Environmental Policy	Environment Act 2021	04/11/2025	Nov 2026
Disciplinary & Grievance Policy	Employment Rights Act 1996	04/11/2025	Nov 2026
Freedom of Information Policy	Freedom of Information Act 2000	04/11/2025	Nov 2026
Vexatious Complaints Policy	Freedom of Information Act 2000, Section 14; Data Protection Act 2018 and UK GDPR; Equality Act 2010; Local Government Act 1972.	04/11/2025	Nov 2026
Grants Policy	Local Government Act 1972 sections 137 and 145, Parish Council Act 1957	03/08/2021	Dec 2026

23. DATES AND TIMES OF NEXT MEETINGS

MEETING TO DISCUSS AND VOTE ON PLANNING AND LAND USE MATTERS WEDNESDAY 26 NOVEMBER 2025; ORDINARY PARISH MEETING TUESDAY 02 DECEMBER 2025, TO BE HELD IN THE PARISH ROOMS, BREAGE AT 7.00 P.M.