

BREAGE PARISH COUNCIL

Mrs Carol Macleod Clerk/RFO to the Council Parish Rooms Breage HELSTON TR13 9PD Tel: 01326 574781/07767165077

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ORDINARY PARISH COUNCIL MEETING TO BE HELD AT 7.00 P.M. IN THE PARISH ROOMS, BREAGE ON TUESDAY 5 OCTOBER 2021

To: Breage Parish Councillors: You are hereby summoned to attend this meeting.

Due to Covid restrictions please advise the Clerk that you will be attending and have carried out a negative lateral flow test, wear a face mask and adhere to social distancing for your safety and to help to maintain Covid security. Thank you.

To: Members of the Public: You are hereby invited to attend this meeting.

Breage Parish Council would be grateful if members of the public intending to attend the meetings of the Parish Council would complete a Covid 19 lateral flow test 48 hours prior to the meeting. Please advise the Clerk that you will be attending, wear a face mask and adhere to social distancing for your safety and to help to maintain Covid security. Thank you.

You may contact the Parish Clerk on 01326 574781/07767165077 or email breageparishcouncil@btconnect.com

X Carol Macleod

Carol Macleod
Clerk/RFO to Breage Parish Council

AGENDA

1. FIRE EVACUATION PROCEDURE

2. DECLARATION OF INTERESTS IN ACCORDANCE WITH STANDING ORDERS

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

3. APOLOGIES FOR ABSENCE

a) To receive and accept apologies for absence

4. CONFIRMATION OF THE MINUTES OF THE PARISH COUNCIL MEETING ON 14 SEPTEMBER 2021

5. PUBLIC PARTICIPATION

To include Cornwall Councillor's report – previously circulated to Councillors

6. FINANCE

a) To resolve to approve October payments

No	Date	Payment	Description	Supplier	Net	VAT	Total
180	10/09/2021	bank	Cemetery repairs	AE & AB Woodhams	6.95		6.95
181	10/09/2021	dc	Grant	Administration	100.00		100.00
182	16/09/2021	bank	SWCP cutting	R Sanders	1,014.14	202.83	1,216.97
183	16/09/2021	bank	Footpaths cutting	R Sanders	2,042.22	408.44	2,450.66
184	20/09/2021	bank	Cemetery repairs	R Sanders	3,360.00	672.00	4,032.00
185	20/09/2021	bank	Enhanced LMP	R Sanders	1,305.00	261.00	1,566.00
186	24/09/2021	bank	Computer IT	Vision ICT Ltd	1,550.00	310.00	1,860.00
187	17/09/2021	dc	Office supplies	Amazon	6.03	1.21	7.24
188	17/09/2021	dc	Office supplies	Amazon	6.17	1.24	7.41
189	16/09/2021	dc	Office supplies	Ele's Enterprises Ltd	7.48		7.48
190	21/09/2021	dd	Electricity Parish Rooms	British Gas	50.28	2.51	52.79
191	16/09/2021	dd	Streetlights electricity	E-on	52.12	2.61	54.73
192	24/09/2021	dc	Computer IT	Zoom Video Communications Inc.	11.99	2.40	14.39
193	25/09/2021	dc	Computer IT	Microsoft	59.99		59.99
194	28/09/2021	bank	Salaries	Administration	1,636.68		1,636.68
195	28/09/2021	bank	Salaries	Administration	55.00		55.00
196	28/09/2021	bank	Salaries	HM Revenue & Customs	330.00		330.00
197	28/09/2021	bank	Employer's NI	HM Revenue & Customs	187.46		187.46
198	13/10/2021	dd	Salaries	NEST	128.76		128.76
199	13/10/2021	dd	Pension Employer	NEST	48.28		48.28
200	06/10/2021	bank	Computer IT	Scribe	288.00	57.60	345.60
201	06/10/2021	bank	Play equipment inspection	Southwest Playground Safety Inspections	75.00	15.00	90.00
202	06/10/2021	bank	Play equipment inspection	Southwest Playground Safety Inspections	25.00	5.00	30.00
203	29/09/2021	dd	Telephone and Internet	BT	20.60	4.12	24.72
Total					12,367.15	1,945.96	14,313.11

b) To acknowledge Receipts

Precept: £42,500; Council Tax Support Grant: £780.36; Bank interest: £2.55

c) To receive bank balances

7.FOOTPATHS

i) Report PD

ii) Enhanced LMP

8.HIGHWAYS

9.CEMETERY AND CLOSED GRAVEYARDS

i) Update TW

ii) Public Art CMR

iii) Cemetery Fees

To resolve to approve updates recommended by the Clerk & Chairman

10. PLAYGROUND & EXERCISE AREAS

i) A Risk Assessment re. Covid-19 is in place that is reviewed every 14 days. Safety inspection of equipment carried out and report provided each month.

ii) Following the relaxation of Covid regulations signs at the areas are to be removed.

11. PUBLIC LIABILITY & MAINTENANCE OF PUBLIC BENCHES

i) In order to ensure the requirements of Health and Safety and to remain compliant with BPC's public liability insurance:

To discuss and resolve: a) to confirm that once benches have been accepted by BPC any bench must retain its plaque b) that BPC will hold public liability insurance for and maintain the benches or delegate responsibility to committees that run the areas c) that authority for this be delegated to the Clerk

12. PARISH ROOMS

i)The Parish Rooms have been open since 11 May 2021

ii) A Covid Risk Assessment for the Parish Rooms has been carried out. Until further notice Councillors will complete a lateral flow test two days before each meeting and report the results to the Health and Safety Councillor and Clerk. Masks will be worn by Councillors and Public

iii) A Covid-19 Risk Assessment for the Office is reviewed every 14 days.

iv)Clerk will continue to work from the office in accordance with Lone Worker Procedure as directed. The Clerk, as Lone Worker will text Mr Macleod on the hour each hour she is at work. He will return the text as soon as is possible.

vi) Website - update

vii)**To resolve to cancel the payments to Zoom for extended time meetings**

13. POLICE

i) Report CC

14. HELSTON AND S KERRIER CNP

i) Report 22 September meeting circulated to Councillors

ii) Update CMR - circulated

15. LENGTHSMAN

i) Update AB

16. ASHTON VILLAGE HUB

i) Update NR

17.CORNISH TIN

i)Update TW

18. RISK ASSESSMENT

i) Risk Assessment Cemetery update CC/HB

ii) To resolve that the Risk Assessment Cemetery 2021 with the reported amendments be approved and that inclusion on the website should be carried out

19. APPRENTICESHIP

i) Update CC

20. TREVURVAS POND

i) Update DT & MS

21. QUEENS' PLATINUM JUBILEE

i) Update TW

22. REPORT FROM CLERK

Circulated

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

24. DATES AND TIMES OF NEXT MEETINGS

ORDINARY PARISH COUNCIL PLANNING AND LAND USE MATTERS MEETING WEDNESDAY 27 OCTOBER; FINANCE AND GENERAL PURPOSES COMMITTEE THURSDAY 28 OCTOBER 2021; ORDINARY PARISH COUNCIL MEETING 2 NOVEMBER 2021. MEETINGS AT 7.00 P.M. IN THE PARISH ROOMS, BREAGE. Breage Parish Council would be grateful if members of the public intending to attend the meetings of the Parish Council would complete a Covid 19 lateral flow test 48 hours prior to the meeting. Please advise the Clerk that you will be attending, wear a face mask and adhere to social distancing for your safety and to help to maintain Covid security. Thank you.

25. 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

26. STREETLIGHTS

i) To discuss ii)To resolve to accept the quote from SSE and proceed with the removal of the 10 Streetlights