

## 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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### PARISH COUNCIL MEETING ZOOM MEETING TUESDAY 12 JANUARY 2021

To: Breage Parish Councillors:

You are hereby summoned to attend this virtual meeting.

**This meeting will be a virtual Zoom meeting commencing at 7.00 p.m.**

To: Members of the Public and Press:

You are invited to attend to speak in public participation – **please contact the Clerk with your e-mail address by 4.00 p.m. Friday 8 January 2021**

**X** Carol Macleod

Carol Macleod

Clerk/RFO to Breage Parish Council

### AGENDA

#### 1.DECLARATION OF INTERESTS IN ACCORDANCE WITH STANDING ORDERS

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

#### 2. APOLOGIES FOR ABSENCE

a) To receive and accept apologies for absence

#### 3.CONFIRMATION OF NOTES OF THE ORDINARY PARISH COUNCIL MEETING 1 DECEMBER 2020

#### 4. PUBLIC PARTICIPATION INCLUDING REPORT FROM CORNWALL COUNCILLOR

#### 5. FINANCE

a)To resolve to approve January payments

no.	Name	paid by	Service/item	Net	VAT	Total
186	BT	dd	Mobile Dec	£20.00	£4.00	£24.00
	Southwest Playground Safety					
187	Inspections	bank	Inspections Breage/Ashton/Carleen/Praa Sands Nov	£100.00	£20.00	£120.00
188	R Sanders	bank	Contract grass cutting	£721.00	£144.20	£865.20
189	Starboard Systems Limited (Scribe)	bank	Cemetery Annual Licence	£288.00	£57.60	£345.60
190	Amazon	dc	Sticker Remover	£3.57	£0.72	£4.29
191	Fire Crest Fire Protection Ltd	bank	Fire Extinguisher service	£87.20	£17.44	£104.64
192	Equip4Work	dc	Aluminium Noticeboard Godolphin	£496.00	£99.20	£595.20
193	R Sanders	bank	Stone hedge Cemetery and new gate	£7,000.00	£1,400.00	£8,400.00
194	Zoom Video Communications Inc.	dc	Standard Pro monthly	£11.99	£2.40	£14.39
195	BT	dd	Telephone and e-mails Dec	£136.84	£27.37	£164.21
196	AE & AB Woodhams	bank	2 printer cartridges Ashton Chapel printing	£29.98		£29.98
197	Information Commissioner's Office	bank	Data Protection renewal	£45.00		£45.00
198	British Gas Business	none	Final bill to 31 July 2020 Praa Sands Toilet's electricity	£23.14	£1.15	£24.29
199	British Gas Business		refund for overpaid - due £125.51 refunded £100.82			
		none	charged July twice	£-96.02	£-4.80	£-100.82
			Streetlights electricity Oct 2020 deducted from credit balance	£50.44	£2.52	£52.96
200	e-on	none				
201	S Babbage	bank	Notice boards/benches	£317.00		£317.00
202	R Sanders	bank	Lengthsman duties	£2,150.00	£430.00	£2,580.00
	Southwest Playground Safety					
203	Inspections	bank	Inspections Breage/Ashton/Carleen/Praa Sands Dec	£100.00	£20.00	£120.00
204	R Sanders	bank	Contract Grass Cutting and additional Lengthsman tasks	£1,009.00	£201.80	£1,210.80
			<b>sub totals</b>	<b>£12,493.14</b>	<b>£2,423.60</b>	<b>£14,916.74</b>
182	Mrs C L Macleod	bank	Salary Dec	£1,717.22		£1,717.22
183	HMR & C		PAYE Dec	£351.80		£351.80
			Employer's NI Dec	£203.29		£203.29
		bank		£555.09		£555.09
184	NEST		Pension Dec Clerk	£137.53		£137.53

		Pension Dec Employer	£51.57	£51.57
	dd		£189.10	£189.10
185	Mrs S Orpin	bank Cleaner salary Dec	£53.60	£53.60
		<b>totals</b>	<b>£15,008.15</b>	<b>£2,423.60</b>
				<b>£17,431.75</b>

d) To acknowledge Receipts

Cemetery fees: £1,430.00; Ashton Snooker Club: balance £962.26; SW Water: £20.00

e) To receive bank balances

As at 30 December 2020: Current Account: £5,523.26; Savings Account: £100,221.67; Ashton Amenity Area: £39.80; Petty Cash £150.00.

## 6.FOOTPATHS

a)Report from Cllr Darby

**b)To resolve acceptance of the LMP and SWCP grants for 2021/2022 as suggested by Clerk and PD (details previously sent to Cllrs)**

## 7.HIGHWAYS

a) Update Praa Sands Vehicle obstruction

b) HGV unsuitability signage Breage

Now in place

## 8.CEMETERY AND CLOSED GRAVEYARDS

a) Update

b) Interment 15 December 2020 Michael Keith Smith: Row 21 Grave 386

c) New WebScribe Cemetery package

Introduction for Clerk booked for 20 January.

## 9. PLAYGROUND & EXERCISE EQUIPMENT

a) A Risk Assessment re. Covid-19 is in place that will be reviewed every 14 days and checked weekly from 5 November apart from when Clerk was on leave. Safety inspection of equipment carried out and report provided each month. Reverted to previous signs on 3 December 2020. Tier 3 from 1 January 2021. No change to signage. Lockdown – signage changed 6 January 2021 to include 2m distancing.

## 10. 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 Room 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 website

b) A Covid-19 Risk Assessment for the Office is reviewed every 14 days and checked weekly from 5 November. Breage Parish now in Tier 3. Lockdown 6 January 2021. Clerk will continue to work from the office but only CM will be able to enter. Weekly checks of Risk Assessment continuing.

c) Code of Conduct Consultation

Changes to the Code: The consultation will run until 18 February 2021 and after this time the Working Group set up to consider the Code will review the consultation responses and then recommend a Code to the Standards Committee. The current intention is to ensure that the amended Code can be presented to the last meeting of Cornwall Council prior to the elections and sent out to all Towns and Parishes for adoption, if wished

**To receive Councillors comments and resolve to have them forwarded**

## 11. POLICE

a) Report from CC, Breage Parish Council Police Advocate

## 12. ENVIRONMENT AGENCY INVESTIGATIONS

a) LAND ADJACENT TO HOPE FARM TREW

NIRS 1824017

## 13. HELSTON AND S KERRIER CNP

a)Next meeting 21 January 2021

## 14. ZIONIST CHAPEL ASHTON

i) Update

ii) Any relevant resolutions

## 15. REPORT FROM CLERK

To be circulated

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

## 17. DATES AND TIMES OF NEXT MEETINGS

**ORDINARY PARISH COUNCIL PLANNING AND LAND USE MATTERS MEETING WEDNESDAY 27 JANUARY 2021 – NOT A PHYSICAL OR VIRTUAL MEETING; THE ORDINARY PARISH COUNCIL MEETING TUESDAY 2 FEBRUARY 2021– ZOOM MEETING AT 7.00 P.M.**

**Should Members of the Public wish to take part in public participation they should provide the Clerk with their e-mail address and a request to speak, by 4.00 p.m. on Friday 29 January, 2021.**

**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

**19. CLEANER'S PART-TIME CONTRACT 1 FEBRUARY 2021 TO 31 JANUARY 2022**

