

# BREAGE PARISH COUNCIL

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

E-mail: [breageparishcouncil@btconnect.com](mailto:breageparishcouncil@btconnect.com)

Website: [www.breagepc.org.uk](http://www.breagepc.org.uk)



## **ORDINARY PARISH COUNCIL MEETING TO BE HELD AT 7.00 P.M. IN THE PARISH ROOMS, BREAGE ON TUESDAY 1 JUNE 2021**

To: Breage Parish Councillors:

You are hereby summoned to attend this meeting. **Please wear a face mask and adhere to social distancing. Thank you.**

To: Members of the Public and Press:

You are invited to attend to speak in public participation. **Please advise the Clerk that you will be attending, wear a face mask and adhere to social distancing. Thank you.**

**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. TO CONSIDER CO-OPTION OF NEW MEMBERS OF THE PARISH COUNCIL**

Co-option vacancies exist. These were advertised with a closing date of 26 May 2021

#### **3 Applications have been received and forwarded to Councillors**

a) Applicants will be given the opportunity to add any further details or to ask any questions

b) Members will be invited to ask questions

c) A vote will take place regarding the co-option of the applicants

d) If co-options take place Declarations of Acceptance of Office will be read out and signed by the Applicants and the Clerk will sign as witness

#### **4. PARISH COUNCIL WORKING GROUPS/TEAMS/COMMITTEES AND/OR OUTSIDE ORGANISATIONS**

a) New Members to be nominated and resolved assigned to relevant posts

#### **5. CONFIRMATION OF THE MINUTES OF THE ANNUAL PARISH COUNCIL MEETING ON 11 MAY 2021**

#### **6. PUBLIC PARTICIPATION**

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

#### **7. FINANCE**

a) To resolve to approve Finance Regulations 6.6 Resolution for use of a variable DD for payments to British Telecom for telephone payments and for Broadband payments

b) To resolve to approve June payments

No	Code	Cheque No	Description	Supplier	Net	VAT	Total
46	NDP money out	104341	NDP money transfer	Administration	1,000.00	0.00	1,000.00
47	Streetlights electricity	dd	Streetlights electricity	E-on	50.44	2.52	52.96
48	Electricity Parish Rooms	dd	Electricity Parish Rooms	British Gas	128.73	6.43	135.16
49	Cemetery costs	dc	Cemetery GOODS	BritishBins Ltd	5.69	1.14	6.83
50	Office consumables and goods	DC	Office supplies	Amazon	3.75	0.75	4.50
51	Covid-19 expenses	dc	Hand gel	Lakeland Cosmetics Limited	9.99	2.00	11.99
52	Covid-19 expenses	dc	Masks	Winner Medical Co.,Ltd	9.90	1.98	11.88
53	Covid-19 expenses	dc	Computer IT	Zoom Video Communications Inc.	11.99	2.40	14.39
54	Telephone/Mobile/Broadband	dd	Telephone and Internet	BT	135.30	27.06	162.36
55	Telephone/Mobile/Broadband	dd	Telephone and Internet	BT	20.60	4.12	24.72
56	Salaries Clerk	104342	Salaries	Administration	1,625.79	0.00	1,625.79
57	Salaries Cleaner	104343	Salaries	Administration	55.00	0.00	55.00
58	Salaries PAYE	104344	Salaries	HM Revenue & Customs	327.00	0.00	327.00
59	National Insurance Employer	104344	Employer's NI	HM Revenue & Customs	185.38	0.00	185.38
60	Pension Clerk	dd	Salaries	NEST	127.55	0.00	127.55

61	Pension Employer	dd	Pension Employer	NEST	47.83	0.00	47.83
62	Travel Expenses Clerk	104345	Travel	Administration	6.30	0.00	6.30
63	Covid-19 expenses	dc	Office Goods	Amazon	8.52	1.68	10.20
64	Playground & Leisure Equipment	104346	Play equipment inspection	Southwest Playground Safety Inspections	75.00	15.00	90.00
65	Ashton Field costs	104346	Play equipment inspection	Southwest Playground Safety Inspections	25.00	5.00	30.00
<b>Total</b>					<b>3,859.76</b>	<b>70.08</b>	<b>3,929.84</b>

d) To acknowledge Receipts

VAT repayment: £1,888.93

e) To receive bank balances

f) After the April agenda went out Lifeline24 sent a notice that from the April payment the quarterly charge would increase from £43.47 to £47.47. but the actual figure was not changed to £47.47. The Clerk e-mailed Councillors and they agreed that this could be shown on this agenda and the highlighted areas shown on the minutes that have not yet been signed.

The Clerk explained that after the agenda went out Lifeline24 sent a notice that from the April payment the quarterly charge would increase from £43.47 to £47.47.

5	Lifeline24	dd	Office Lifeline	<b>£47.47</b>	<b>£47.47</b>
---	------------	----	-----------------	---------------	---------------

## 7.FOOTPATHS

## 8.HIGHWAYS

i) Updates

## 9.CEMETERY AND CLOSED GRAVEYARDS

i) Update

## 10. PLAYGROUND & EXERCISE EQUIPMENT

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

ii) Update

## 11. 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

ii) A Covid-19 Risk Assessment for the Office is reviewed every 14 days and checked weekly. 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.

iii) Update

## 12. POLICE

## 13. GLOBAL ROAD SAFETY

i)Would you like to see 20mph speed limits applied in the villages in your parish?

## 14. HELSTON AND S KERRIER CNP

i) Meeting dates: 7 July; 22 September; 3 November – Teams meetings from 18.00 to 20.00

## 15.PRAA GREEN

i)Update on hole in the Green

ii) Filming on beach beyond the Green

iii) Rabbit holes

To resolve that the rabbit holes be filled by the Contractor

## 16. SEAMEADS

i) To discuss

## 17. ZIONIST CHAPEL ASHTON

i) Update

ii) Any necessary resolution

## 18.CORNISH TIN

i)Update

## 19.THE BIG LUNCH

## 20. FOREST FOR CORNWALL

## 21. HORSEPOOL SHUTE GODOLPHIN

i) To discuss and to make any necessary resolution

## 22. REPORT FROM CLERK

To be 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 30 JUNE 2021; ORDINARY PARISH COUNCIL MEETING TUESDAY 6 JULY 2021. ALL MEETINGS AT 7.00 P.M. IN THE PARISH ROOMS, BREAGE. Due to Covid restrictions 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. To discuss and resolve to approve quotes for tarmac for Cemetery and outside the War Memorial Graveyard.

