

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

Present: Cllr A E Woodhams (Chairman)  
Cllr H Bradford  
Cllr Mrs C Carver  
Cllr Mrs D Thomas  
Cllr Mrs R Wyvern Batt

Cornwall Cllr J V Keeling MBE  
Mrs P Darby  
M Southam

Mrs C Macleod (Clerk/RFO)

Everyone had been given a new facial mask on entry and had used the bacterial hand gel. They were asked to use the NHS QR scan if they had a mobile phone with them. Seating places were spaced and all surfaces had been cleaned before the meeting. Laminated and anti-bacterially wiped agendas were provided. All Councillors and Co-option candidates had taken Covid lateral flow tests with negative results. The Chairman welcomed everyone and asked people to use a quiet voice whilst speaking. Masks could be totally removed while speaking but replaced afterwards.

There would be no fire alarm test this evening.

The Clerk was asked to restart using a sign-in sheet from the next meeting.

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

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

No declarations.

**2. APOLOGIES FOR ABSENCE**

a) To receive and accept apologies for absence

Apologies received and accepted from CMR and Tony Best.

**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

There were 3 applications from Tony Best, Phil Darby and Matt Southam, all previous BP Councillors. As some Councillors had not seen the applications Phil Darby and Matt Southam spoke about their reasons for applying.

b) Members will be invited to ask questions

MS was asked about his IT skills and he said that he had matters sorted and e-mails were not a problem.

The Chairman spoke about Tony Best who was unwell this evening. He had been a Parish Councillor for 17 years and was previously Chairman of the F & GP Committee. He is actively working full time but has in the past managed to get Council work done.

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

**Proposed, seconded and unanimously resolved that Tony Best, Phil Darby and Matt Southam are duly CO-OPTED to Breage Parish Council.**

**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**

PD and MS completed their Declarations of Acceptance of Office forms, read them out, signed them and the Clerk countersigned. They were given Register of interest forms to complete and return to the Clerk. AB's declaration will be read to the Clerk as soon as possible.

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

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

It was proposed, seconded and unanimously **RESOLVED** that the newly co-opted Councillors be **ASSIGNED** to the listed posts. **AB:** Lengthsman Lead Councillor and Rep. for Godolphin Cross Community Association; **PD:** Footpaths Lead Councillor, Bank Signatory and Authorisation, Rep. Carleen Village Hall and Carleen Exercise Equipment; **MS:** Footpaths, southern end of the Parish – Rosudgeon, Lower Kenneggy, Prussia Cove, Affordable Housing, Praa Green, Praa Sands Exercise Equipment.

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

**Proposed, seconded and RESOLVED that the minutes of 11 May 2021 CONFIRMED for accuracy.**

## 6. PUBLIC PARTICIPATION

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

Public participation took place here from 7.22 to 7.42 p.m.

## 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>

RWB had checked the payments. It was proposed, seconded and resolved that a) be approved and b) payments as shown above be passed for payment.

d) To acknowledge Receipts

VAT repayment: £1,888.93

Acknowledged.

e) To receive bank balances

Not received by the day of the meeting. The Clerk forwarded them to Councillors on arrival: As at 28 May 2021: Current A/c: £6,405.22; Savings A/c: £117,288.46; Ashton Amenity Area: £39.80; Petty cash: £150.

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. **Proposed, seconded and RESOLVED confirmed.**

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>	
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## 8.FOOTPATHS

Enhanced LMP – still no purchase order issued therefore Clerk not authorised to pay invoices.

## 9.HIGHWAYS

i) Updates

No updates have been received.

Roads needing to be resurfaced: Prospect Row, Middle Row and Prospect Place, Ashton. Clerk to contact Highways. The road is sinking further outside Trelyn and 1 Pryor's Row, Prospect Row, Ashton.

Gabions on the Church wall at Breage were originally to be temporary. A costing feasibility for removal was to be arranged but this has not been done.

## 10.CEMETERY AND CLOSED GRAVEYARDS

i) Update

3 quotes were looked for re. the tarmac at the Cemetery but only one could be obtained. **Proposed, seconded and unanimously RESOLVED that the quote from D A Giles be accepted.** The Church will pay for the tarmac outside the War Memorial Graveyard that will be completed at the same time.

Damage to a rose bush on a grave in the War Memorial Graveyard had been reported. It was thought by the owner to have been strimmed but on inspection it does not appear to be so. An apology has been issued for the inconvenience and if the rose does not re-grow BPC will pay for a new rose .

### **11. 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

CC asked to be copied in to the Risk assessments for Ashton Amenity Area.

Tractor Springer at Breage Field has been pulled out of the ground. It appears that an adult had used it. The base has been made safe and a new tractor will be ordered. Grants are available for the Committees to source. JK has money in his Community Fund. RWB had been unable to attend the Breage Field meeting on Sunday.

Ashton Village Committee had been given permission to purchase new football nets from the previous year's grant. The Committee has not accepted this year's grant. The current Chairman and Treasurer were hoping for new Members. There are people willing to help but no-one new is willing to be on the Committee. **It was proposed, seconded and RESOLVED that the previous year's grant now be used for this year's Christmas Lighting grant and that this year's grant money be used by the Clerk to purchase new nets and have them fitted.**

### **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

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

No change.

### **13. POLICE**

2 e-mails had been received re. G7 and how to contact the Police in an emergency.

2 persons catching adders and grass snakes at Praa Sands were reported to the Police Wildlife Officer. They have been traced and there is a prosecution pending.

### **14. GLOBAL ROAD SAFETY**

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

In CC Conservative Group's manifesto for all villages but there does not appear to be budget funding available. JK was asked to check this.

### **15. HELSTON AND S KERRIER CNP**

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

ii) Discussion over Highways and Traffic problems.

### **16. PRAA GREEN**

i) Update on hole in the Green

The Clerk met with Mrs Kettle on Sunday and was assured that the septic tanks in question are not attached to her property and are not in use by her.

The Contractor will be asked to fill the hole with stone and rubble from Breage Cemetery. The Clerk will inform the insurers tomorrow. There may need to be a cement cover. The area will then be re-graded with soil and grass seed.

ii) Filming on beach beyond the Green

This will be on 4 and 5 June and is about a lost mermaid. A Risk Assessment has been provided.

iii) Rabbit holes

**To resolve that the rabbit holes be filled by the Contractor**

**It was proposed, seconded and RESOLVED that the rabbit holes on Praa Green be filled with sterilised soil by the Contractor.**

### **17. SEAMEADS**

i) To discuss

This was discussed but there was nothing new to report.

### **18. ZIONIST CHAPEL ASHTON**

i) Update

The Chairman had spoken to Mr Hudson who is the only member of the Committee remaining. The Committee is therefore not legal and Mr Hudson has requested that the responsibility for the Chapel be handed back to BPC.

There was long discussion.

CC was asked to sound out what the Village wishes to do with the Chapel. If the Snooker table went it was thought that the room could be used as a Village hub. All keys and documents to be returned to the Clerk.

ii) Any necessary resolution

**It was proposed, seconded and RESOLVED that BPC re-take temporary responsibility for the Zionist Chapel, Ashton to enable it to be a Village asset.**

**It was proposed, seconded and RESOLVED that invoices provided be honoured by BPC using Zionist Chapel funding held by BPC.**

**19. CORNISH TIN**

i) Update

GDPO is still awaited as an extended environmental study has been requested. The latest update was published on the website yesterday. Tin Wearne will eventually chair an open Zoom meeting.

**20. THE BIG LUNCH**

Details have been circulated. This is an Eden Project annual celebration to give thanks and get to know our neighbours and communities that began in 2009. The Big Lunch starts on 5 June and carries through to early July. This year communities in Cornwall and across the UK will be supported as we emerge from the pandemic and start to reconnect with the world around us, safely.

**21. FOREST FOR CORNWALL**

Free trees are being offered if anyone knows of any available land in the Parish.

**22. HORSEPOOL SHUTE GODOLPHIN**

i) **To discuss and to make any necessary resolution**

Godolphin Cross Community Association has volunteered to take on the care of the Shute.

This was discussed and **it was proposed, seconded and RESOLVED that the Shute remains under the care of BPC.** Suggestions for improvements would be welcomed. The Clerk was asked to check with the Environment Agency about testing the water at Horsepool and Trevurvas pond.

**23. REPORT FROM CLERK**

This had been circulated.

a) Most items have been included on the 1 June agenda this time.

b) Re. hole on Praa Green – The insurers have asked for a quote and it appears that they are willing to consider a claim. I am meeting Mrs Kettle on Sunday to get the exact position of her septic tank and confirm that there is nothing more that is in use between that and the fenced off area.

c) Helston and S Kerrier CNP meeting dates have been set for 7 July, 22 September and 3 November. These will be Teams virtual meetings.

d) The BPC website needs an overhaul. The person who has done it in the past has retired. If anyone knows someone who may be interested please let the Clerk know.

Clerk to investigate.

e) Some of the payments will be/have been made by cheque this month. Bank payments should be available again next month.

f) Thanks for grants have come from Breage & District Silver Band, Breage Field Committee and Breage Snooker & Social Club.

g) Ashton Village Committee has not accepted their grant at this time, saying that they have been trying for a couple of years to recruit new committee members, without success. Plenty of people are apparently willing to help, but nobody wants to be a Committee Member. The Chairman and Treasurer have been on the Committee for 7 years and feel it is time for new people and new ideas.

h) I have prepared flowers for the N461 memorial on Praa Green. 78 years tomorrow.

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

A pop-up campsite, Pitch up, was started in the field next to Trevena Cross last Friday. The exit/entrance is onto the A394.

Permission to stay is at present for 28 days.

An uncontrollable dog at Ashton field was reported.

Sign at Castle Drive has Toilets obliterated. The toilets are not open.

DT will get together with PD re. footpaths.

Steps reported by MS – this was reported to the Officer.

Carleen Village Hall – bookings are underway and group bookings have begun today. The kitchen will remain closed.

Cases of the Indian Covid variant have been reported in Hayle.

**25. 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.****

**26. 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

**27. To discuss and resolve to approve quotes for tarmac for Cemetery and outside the War Memorial Graveyard.**

Not necessary. See 10.

**There being no further business the meeting closed at 9.33 p.m.**

## **BREAGE PARISH COUNCIL**

### **DRAFT MINUTES PUBLIC PARTICIPATION HELD IN THE PARISH ROOMS BREAGE ON TUESDAY 1 JUNE 2021 AT 7.00 P.M.**

At 7.22 p.m. the Chairman closed the meeting and opened the Time for Public Participation.

Cllr Keeling was congratulated on being re-elected.

His report had been circulated to Councillors.

He is to be Customers and Support Overview and Scrutiny Committee Chairman. None of the committees have met yet.

Things should be easier with only 87 Members.

The new Cabinet has met.

20 is plenty – there should be something in place in July.

The Planning Committee meeting on 28 June will be virtual via Teams for HB.

The Chairman asked about planning applications that the Parish Council had requested to go before Planning Committee but had been approved by delegated authority. The Parish Council had not informed that this would happen. He also enquired about the CNP inactivity re. Praa Sands and yellow lines that are a maintenance requirement; the Common Ground parking problems; the A394 review time line and the gabions at Breage Church

Public participation ended at 7.42 p.m. and the meeting was re-opened.