



DRAFT MINUTES ORDINARY PARISH COUNCIL MEETING HELD AT 7.00 P.M. IN THE PARISH ROOMS, BREAGE

ON TUESDAY 5 OCTOBER 2021

Attending Parish Councillors had each carried out a negative lateral flow test, worn Council supplied new face masks on entry and had used the bacterial hand gel. They are 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. Anti-bacterially wiped covered agendas were provided. Attending Members of the Public will have been advised that the Council would be grateful if they would have completed a Covid 19 lateral flow test 48 hours prior to the meeting, asked to wear a face mask and adhere to social distancing for their own safety and to help to maintain Covid security.

Present: Cllr A E Woodhams (Chairman)

Cllr A Best

Cllr C Carver

Cllr P Darby

Cllr C M Ralph

Cllr N Roberts

Cllr M Southam

Cllr D Thomas

Cllr R M Wyvern Batt

1 Member of the Public

Mrs C Macleod (Clerk/RFO)

The Chairman welcomed everyone Masks could be totally removed while speaking but should be replaced afterwards. There would be no fire alarm test this evening. The meeting is recorded.

1. FIRE EVACUATION PROCEDURE

This and GDPR were explained.

2. DECLARATION OF INTERESTS IN ACCORDANCE WITH STANDING ORDERS

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

No declarations.

3. APOLOGIES FOR ABSENCE

a) To receive and accept apologies for absence

Apologies received and accepted from HB. Cllr Keeling sent his apologies.

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

Proposed, seconded and resolved CONFIRMED, with 2 abstentions as the Councillors had not been present.

5. PUBLIC PARTICIPATION

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

Report not received in time for meeting.

Public participation held here from 7.02 to 7.11 p.m.

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	76/21	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

CC confirmed that she had checked the payments and the Scribe reconciliation for August. **Proposed, seconded and unanimously resolved that the payments as shown above be passed for payment.**

b) To acknowledge Receipts

Precept: £42,500; Council Tax Support Grant: £780.36; Bank interest: £2.55; VAT repayment: £4,475.90; Community Grant Trevurvas Pond: £500.00.

Acknowledged.

c) To receive bank balances

As at 29 September 2021: Current account: £1,625.74; Savings account: £127,050.12; Ashton Amenity Area: £39.80; Petty cash: £150.00.

Councillors were reminded that any new items for the 2022/23 budget should be submitted with costings as soon as possible.

7.FOOTPATHS

i) Report PD

46 - No response. Respond to D Marriott or C Bayes – duty of care.

14 - Loose posts. Ask Colin Macleod to replace.

14/Bridleway 69 – broken marker post. Report to C Bayes.

ii) Enhanced LMP

PD to arrange a meeting for the Contractor, DT, TW, herself and the Clerk.

8.HIGHWAYS

Dragons' teeth and 30mph road markers have been renewed at both ends of Ashton.

Rupert Spencer has not replied re. dates for Breage parking meeting or the cost of removing gabions at Breage Church.

Revised double yellow lines at Praa Sands will go to consultation. The Chairman explained the plans.

Vision Zero has funding to support road safety. CC to check costing of 20 is plenty bumper stickers with 'BPC supports throughout its villages' on them. Speeding visor at Ashton – it was agreed that CC be delegated to contact Cormac about this. Highways have no budget.

9.CEMETERY AND CLOSED GRAVEYARDS

i) Update TW

Grave numbers and names have been entered on the Scribe system.

The hole for electricity cables' connection at the Cemetery has been dug to Western Power Distribution's specifications but on their visit on 28 September they did not contact the Chairman. The next available date is 5 November. There is now a lawn mower and a flame thrower available in the workshop with instructions for use. 2 additional cremated remains areas will be put in place. Hedges have been cut. Livewest will soon be removing and replacing the dilapidated wooden fence.

War Memorial Graveyard – Chairman has been clearing weeds from graves. He asked that Cllrs to join in and give him a hand. Anthill soil will be used to backfill sunken graves. Ivy is being removed from the yew trees.

ii) Public Art CMR

iii) Cemetery Fees

It was recommended that there are to be no kerbstones in the new areas of the Cemetery. **Proposed, seconded and resolved that this be approved.**

To resolve to approve the fee updates recommended by the Clerk & Chairman

The recommendation re. fees is to increase only the exclusive rights fees. **Proposed, seconded and resolved that the recommendations be approved.**

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) The play equipment at Breage Field is to be painted by Village Works and volunteers tomorrow from 10 a.m. to 3 p.m. There will also be some weeding done. The far gate has been fixed and the other gate will be worked on tomorrow. The Contractor is re-laminating the slide. Large areas of surface damage by badgers at Ashton.

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

Proposed, seconded and resolved a) and b) CONFIRMED.

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

To continue as Covid is increasing.

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

Logging on – some still having difficulty. Use <https://breagepc.org.uk>

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

Proposed, seconded and resolved agreed to cancel.

13. POLICE

i) Report CC

Reported that in the light of recent headlines of events not all police officers are the same.

14. HELSTON AND S KERRIER CNP

i) Report 22 September meeting circulated to Councillors

ii) Update CMR – circulated

Meeting chaired and run well, kept to time.

CC has not decided how to implement 20 is plenty.

Rupert Spencer reported that his IT had let him down and he did not give a presentation.

Yellow lines at Praa Sands – more positive. Money may be there but no categorical yes or no.

Items required for November and January agendas.

Full report available from the Clerk.

15. LENGTHSMAN

i) Update AB

Contractor started yesterday. Contract signed. Good job so far with no reports of flooding.

16. ASHTON VILLAGE HUB

i) Update NR

Meeting held. Coffee and Chat to be held on 16 October, 2-4 pm. Tables and chairs will be borrowed. Name of Bank Account has been changed to remove the Chapel connection. The snooker table is wanted and is soon to be removed. Several quotes have been obtained for toilet installation. To try for a Lottery grant once a few more fund raising events have been held. 6 November Christmas Craft Fair.

17. CORNISH TIN

i) Update TW

Sally Norcross-Webb has offered to meet with Parishioners who don't know what is happening. The same offer was extended to the GWVCE Group. Up to 6 may meet from 4-5 p.m. in the Parish Rooms fortnightly on Mondays beginning on 11 October. Normal Covid-19 restrictions to be in place.

18. RISK ASSESSMENT

i) Risk Assessment Cemetery update CC/HB

Some amendments were necessary and after explanation by the Chairman these were accepted.

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.

Proposed, seconded and resolved.

19. APPRENTICESHIP

i) Update CC

Chairman and CC had met. Start date hoped to be April 2022. Will need to be included in the budget/precept figures.

20. TREVURVAS POND

i) Update DT & MS

DT gave a full report. Progressing well. Portaloo to be donated by Mr Jones. Breage School very interested and will need to do a Risk Assessment. DT & MS hoping to speak with the children at school. School Safeguarding policy to be checked. Village Works to help on 14 November. Could the pond be a Jubilee project? It was suggested that contact be made with Col. Edward Bolitho.

21. QUEENS' PLATINUM JUBILEE

i) Update TW

The Green where the bench is, Coaches Corner is to be used and will be planted. A costed sum will need to be put into the budget/precept.

22. REPORT FROM CLERK

Circulated – available from the Clerk.

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

The gloss paintwork on the Parish Room windows has been renewed. The boards under the guttering still to be done. Some skirting is needed in the Office and the Toilet room is to be repainted and some tiling added. The meeting room is staying dry.

The Clerk was asked to arrange for the telephone boxes at Carleen, Trescowe and Ashton to be painted.

A reminder to be sent about the painting of post boxes.

Godolphin feels under-represented. AB had tried to help as the Parish Council representative but did not wish to become a Trustee. He was thanked for trying.

Carleen Village Hall slowly returning to normal with most organisations now meeting. Carne Cove Twisted Tales part 2 on 24 October.

The Breage Public Art Survey is in its last week – to be returned by 17th. A public meeting to be held in Breage Village Hall on 8 November.

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

Proposed, seconded and resolved.

RWB left the meeting at 9.08 p.m.

26. STREETLIGHTS

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

There being no further business the meeting closed at 9.14 p.m.

BREAGE PARISH COUNCIL

DRAFT MINUTES PUBLIC PARTICIPATION HELD IN THE PARISH ROOMS BREAGE ON TUESDAY 5 OCTOBER 2021 AT 7.00 P.M.

At 7.02 p.m. the Chairman closed the meeting and opened the Public Participation.

A parishioner raised a number of points:

1. They expressed concern about the housing situation re. rental properties. Second homes are being turned into holiday lets and B&Bs. They are then let and no rates are paid.
2. Road speeds are manic in the 30 mph. areas. Speed visors like the ones at Kennegy would be beneficial.
3. Yellow lines Praa Sands – the double lines in Trewartha Road, Praa Sands were burned off some time back leaving single lines. People park on these lines and on the footways and no-one checks. A short time permission for parking outside the shops would be appreciated.

The Chairman replied, providing the Parishioner with details of the proposed yellow lining and the 30 minute waiting time at the shops.

It is hoped the lines can be in place in time for next season.

Public participation ended at 7.11 p.m. and the meeting was re-opened.