



**DRAFT MINUTES ORDINARY PARISH COUNCIL MEETING HELD AT 7.00 P.M.**  
**IN THE PARISH ROOMS, BREAGE ON TUESDAY 2 NOVEMBER 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 N Roberts  
 Cllr M Southam  
 Cllr D Thomas

Cornwall Cllr J V Keeling MBE  
 2 Members of the Public  
 Mrs C Macleod (Clerk/RFO)

The Chairman welcomed everyone Masks could be totally removed while speaking but should be replaced afterwards. The meeting is recorded.

**1. FIRE EVACUATION PROCEDURE**

There would be no fire alarm test this evening. Procedures for fire alarm explained.

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

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

Nothing declared.

**3. APOLOGIES FOR ABSENCE**

a) To receive and accept apologies for absence

**Apologies received from HB, CMR and RWB were accepted.**

**4. CONFIRMATION OF THE MINUTES OF THE PARISH COUNCIL MEETING ON 5 OCTOBER 2021**

**Proposed, seconded and resolved confirmed.**

**5. PUBLIC PARTICIPATION**

\*AB arrived.

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

Held here from 7.04 to 7.33 p.m.

2 Members of the Public left the meeting.

**6. FINANCE**

a) To resolve to confirm that £500 towards Christmas Lights has been agreed and awarded to Breage and to Ashton Village Lights Groups  
**Proposed, seconded and resolved confirmed.**

b) To resolve to approve Finance Regulations 6.6 Resolution use of a variable DD for payments to SW Water for quarterly water payments for Cemetery and Parish Rooms  
**Proposed, seconded and resolved approved.**

c) CIL money allocation

Must benefit the Parish. Spending must start within the 5 years after the payment. **It was proposed, seconded and resolved that a Policy be written.**

d) To resolve to approve November payments

CC had checked the payments with DT. There was an anomaly in the system that had been corrected. **Proposed, seconded and resolved that no payments be made until entered on Scribe.**

i) Grant agreed at the 19 November 2020 Budget/Precept meeting - (Parish Councils Act 1957 Ch42 Part 1 s2), £50 towards maintenance of the Breage Village Clock

**To resolve as follows: that in pursuance of the power conferred by section 2 of the Parish Councils Act 1957 and being of the opinion that the expenditure satisfies the requirements of this section and is in the interests of the area or its inhabitants and will benefit them in a**

manner commensurate with the expenditure, the Council approves the £50 grant payment towards maintenance for the Breage Parish Clock

**Proposed, seconded and resolved.**

ii) Grants agreed at the 19 November 2020 Budget/Precept meeting - s137 grant of £100 for purchase of wreaths and LGA 1972 and an s145 grant of £50 towards Band payment for Remembrance Day service at Breage

**To resolve as follows: that in pursuance of the power conferred by sections 137 and 145 of the Local Government Act 1972 and being of the opinion that the expenditure satisfies the requirements of this section and is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure, the Council approves the payment for wreaths and band costs for Remembrance Day**

**Proposed, seconded and resolved.**

iii) To approve the remainder of the payments listed below

No	Date	Payment	Description	Supplier	Net	VAT	Total
204	21/09/2021	dc	Cemetery GOODS	Joseph Richmond & Son	80.00		80.00
205	06/10/2021	dc	Office supplies	JCCG UK Ltd	5.82	1.17	6.99
206	01/09/2021	bank	Admin (refund to Ashton Hub)	Administration	696.16		696.16
207	07/10/2021	dc	Office supplies	Amazon	3.67	0.74	4.41
208	13/10/2021	bank	Cemetery GRASS CUTTING	R Sanders	310.00	62.00	372.00
209	13/10/2021	bank	Grass Cutting & weed killing	R Sanders	290.00	58.00	348.00
210	13/10/2021	bank	Grass Cutting & weed killing	R Sanders	210.00	42.00	252.00
211	13/10/2021	bank	Lengthsman	R Sanders	15.00	3.00	18.00
212	13/10/2021	bank	Office supplies	Complete Business Solutions Ltd	183.66	36.73	220.39
213	13/10/2021	bank	Parish Rooms maintenance	Stephen Babbage	252.00		252.00
214	13/10/2021	bank	Cemetery repairs	Stephen Babbage	195.00		195.00
215	13/10/2021	bank	Amenity Areas	Stephen Babbage	30.00		30.00
216	13/10/2021	216	Praa Sands Dunes and other matters	Stephen Babbage	30.00		30.00
217	13/10/2021	bank	Amenity Areas	Derek Real	168.84		168.84
218	14/10/2021	bank	Admin (Ashton Village Lights)	Administration	500.00		500.00
219	28/10/2021	bank	Salaries	Administration	1,605.25		1,605.25
220	28/10/2021	bank	Salaries	Administration	55.00		55.00
221	12/11/2021	bank	Salaries	HM Revenue & Customs	321.60		321.60
222	12/11/2021	bank	Employer's NI	HM Revenue & Customs	181.49		181.49
223	04/11/2021	bank	Salaries	NEST	125.29		125.29
224	04/11/2021	bank	Pension Employer	NEST	46.98		46.98
225	18/10/2021	bank	Admin (Breage Village Lights)	Administration	500.00		500.00
226	16/10/2021	dd	Streetlights electricity	E-on	57.97	2.90	60.87
227	21/10/2021	dd	Electricity Parish Rooms	British Gas	59.22	2.96	62.18
228	15/10/2021	dd	Telephone and Internet	BT	136.90	27.38	164.28
229	29/10/2021	dd	Telephone and Internet	BT	22.10	4.42	26.52
230	03/11/2021	bank	SWCP cutting	R Sanders	400.81	80.16	480.97
231	03/11/2021	bank	Travel	Administration	24.30		24.30
232	03/11/2021	bank	Office supplies	Clerk	10.20		10.20
233	03/11/2021	bank	Play equipment inspection	Southwest Playground Safety Inspections	75.00	15.00	90.00
234	03/11/2021	bank	Play equipment inspection	Southwest Playground Safety Inspections	25.00	5.00	30.00
235	03/11/2021	bank	Cemetery GRASS CUTTING	R Sanders	295.00	59.00	354.00
236	03/11/2021	bank	Grass Cutting & weed killing	R Sanders	330.00	66.00	396.00
237	03/11/2021	bank	Amenity Areas	R Sanders	105.00	21.00	126.00
238	11/10/2021	dd	Office Supplies	Lifeline 24/7	47.47		47.47
239	03/11/2021	bank	Grant PCsAct 1957 CH42 Part 1 s2	Village Clock Breage PCC	50.00		50.00
240	03/11/2021	bank	Grant LGA 1972 s145	Breage Band Remembrance Service	50.00		50.00
241	13/10/2021	dc	IT computer	Zoom Video Communications	11.99	2.40	14.39
242	18/10/2021	bank	Lengthsman	R Sanders	2,200.00	440.00	2,640.00
					<b>9706.72</b>	<b>929.86</b>	<b>10636.58</b>

**Proposed, seconded and resolved that remaining payments be passed for payment.**

d) To acknowledge Receipts

No receipts

e) To receive bank balances

As at 29 October: Current: £2,874.52; Savings: £117,550.12; Ashton Amenity Area: £39.80; Petty cash: £150.

The current account was given as £2,901.04 at the meeting – this was 28 October balance, the statement not being received until 8 November.

## **7.FOOTPATHS**

i) Report PD

46 – still needs to be protected from cyclists. To contact JK.

ii) Enhanced LMP

The Chairman, PD and the Clerk met with the Contactor. Various paths and stiles discussed. Contractor to provide a figure for labour and the materials to enable a Purchase Order to be raised by Cormac.

iii) 14 – a large hole in the path – probably badger.

iv) 71 – has been fenced off and is really narrow.

v) 14 – stile at the bottom end of Trevena has a missing grip post.

## **8.HIGHWAYS**

There had been an e-mail from Rupert Spencer this evening. Clerk to send out to Councillors.

Future double yellow lines discussed. There will be permission to park for 30 minutes outside the Praa Sands Post Office.

The corner of Coulthard Drive – large vehicle has been parked for some time obscuring the view for people exiting. Has been reported to Police by a Parishioner but they would not attend.

## **9.CEMETERY AND CLOSED GRAVEYARDS**

i) Update TW

The meter should be in on Friday. Livewest fence has been completed and has formed a sound boundary.

War graves – Contractor has been instructed to clean them and tidy the areas. **Proposed, seconded and resolved that War Memorials at Breage and Ashton be refurbished.**

**27 November, Carleen Village Hall from 2.30 to 4.00 p.m.**

ii) Public Art CMR

CMR not present.

## **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

Breage gates have been fixed and are working properly. The safety inspection showed dangerous items. These were closed and made safe before being re-opened. It is not understood how pieces of equipment could be low to moderate risk one month and then high risk after 30 days. No reply from Contractor. Breage entrance has been full of cans and the grass overgrown. This is not looked after. Mr Conway has kindly strimmed the grass and taken the rubbish away. Thank you to be sent. Many people using the equipment at Praa Sands. The mats can be cleaned by using kiln dried sand. The paint is wearing off some of the equipment. Carleen – okay. Ashton – surface rust on spindles. The field grass has many large areas clawed up by badgers areas.

## **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 and is reviewed every 14 days. Until further notice Councillors and attending Members of the Public 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)The 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.

## **12. POLICE**

i) Report CC

Nothing to report. Meeting full – couldn't attend. Julie Berry PCSO would attend a Parish Council meeting.

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

Next meeting tomorrow 6-8 p.m. Teams meeting. DT to deputise for CMR.

## **14. LENGTHSMAN**

i) Update AB

Good – no flooding.

## **15. ASHTON VILLAGE HUB**

i) Update NR

Successful Coffee morning £164 raised. Delightful to see children there. The Packet will print an article. Christmas Craft Fair on Saturday 10 a.m. – 4 p.m. Lion and Lamb car park can be used. R Jones will provide a toilet - letter of thanks to be sent. Grants will be applied for later next year. NR was thanked.

## **16.CORNISH TIN**

i)Update TW

Local residents' meeting to be held on Saturday 27 November, 2.30 p.m. to 4.00 p.m. in Carleen Village Hall. Derek Thomas MP and Tim Wearne (Cornwall Council Mining) will attend.

## **17. APPRENTICESHIP**

i) Update CC

Figures are now included in the budget/precept 2022/23. Terms of Reference and a training package at Gloucester University to be arranged.

## **18. TREVURVAS POND**

i) Update DT & MS

Rosudgeon Co-op is giving a £150 cheque for Trevurvas Pond to be presented at a photo opportunity from its Local Causes budget. The Duchy of Cornwall will be contacted for a possible grant. Col. Bolitho had been supportive. Germoe School teachers will be in touch. An ecological survey can be obtained. Risk assessment to be done. £1,437.50 to find.

A hydrographical survey was recommended.

## **19. QUEEN'S PLATINUM JUBILEE**

i) Update TW

A figure is now included in the budget/precept 2022/23.

## **20. AFFORDABLE HOUSING**

i) Update on report from Situ8 TW

A Planning application to be submitted at the end of the month. Councillors were asked to be careful to avoid predetermination.

Open Market: 3 x 4 bedrooms/5 x self-build/4 x 3 bedrooms. Affordable: 4 x 3 bedrooms/ 5 x 2 bedrooms/4 x 1 bedrooms.

## **21. STREETLIGHTS**

i) No replies have been received to the letters that were sent regarding Parishioners wishing to take on the lights. The closing date was 11 October 2021. SSE wishes to remove the 10 Streetlights in one go.

**To resolve to give the Clerk permission to authorise the removal of the lights in one go**

**Proposed, seconded and resolved that the Clerk be given permission to authorise the removal of the lights in one go.**

## **22. REPORT FROM CLERK**

Circulated

**Proposed, seconded and resolved that £100 be passed to Carn to Cove. There is a play for the Community at Breage Church on 18 November at 4.00 p.m.**

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

Letter of thanks to be sent to R Jones for clearing the hedges both sides of Pellor Road, Breage.

The notice board at Praa Sands is no longer used as it is hidden. A suggestion was made that a new aluminium board be affixed to the wall of Sandy Stores. DT to check with the proprietor and owner. If there is space public notices could be affixed.

Clipper Cove lights are on all the time. There is no timer or fader being used. Parishioners opposite are distressed as there is only one permanent resident in the flats but all the lights stay on. MS to find details of contact and Clerk to make contact.

Defibrillators were raised. The Chairman explained that BPC has no responsibility for them. They have been provided by individuals or groups and the servicing is their responsibility and they need to ensure that the electricity supply should be on at all times. He offered to invite someone to give a general first aid and defibrillator teach-in for Councillors.

Carleen Village Hall – Coffee morning on Saturday 6 November. Carn to Cove production in December. Hire of the Village Hall is gradually increasing. It was advised that groups keep in touch with events so that there are no clashes.

2 static caravans at Trelawney House, Polladras, near the car park and only 4ft apart. It was thought that the disabled clients may be living in the vans. Gas and electricity connected. A definite fire risk. Clerk to contact JK to ensure that fire regulations are met and approved.

## **24. DATES AND TIMES OF NEXT MEETINGS**

**BUDGET/PRECEPT MEETING THURSDAY 18 NOVEMBER 2021; ORDINARY PARISH COUNCIL PLANNING AND LAND USE MATTERS**

**MEETING WEDNESDAY 1 DECEMBER; ORDINARY PARISH COUNCIL MEETING TUESDAY 7 DECEMBER 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

**No public present.**

## **26. STAFF APPRAISALS**

Appraisals were read out for the Cleaner and the Clerk.

The Cleaner was awarded a £5 a month immediate pay increase.

The Clerk was awarded a 1.5% increase to commence on 1 April 2022.

**There being no further business the meeting closed at 9.15 p.m.**

**DRAFT MINUTES PUBLIC PARTICIPATION HELD IN THE PARISH ROOMS BREAGE ON TUESDAY 2 NOVEMBER 2021 AT 7.00 P.M.**

At 7.04 p.m. the Chairman closed the meeting and opened the Public Participation.

Julian Cowan spoke about his continuing to work with Openreach and the community on The Superfast Cornwall "Superfast 3 – Inclusive Growth" programme that is funded by the EU and Cornwall Council for eligible Parishioners in the Carleen area, around 200 premises. He spoke about how this works. Parishioners who are eligible may apply for a Government voucher on-line.

Openreach has set up a website where people covered by the scheme can 'pledge' to secure their government voucher, and it is hoped to secure enough pledges for Openreach to move ahead. £160,000 is needed but a large amount has already been raised. Once the money is raised it will take 8-10 months to build.

Questions were asked about the availability for other areas but it is just the Carleen area at present. Details are on the Superfast website.

A Praa Sands Parishioner spoke about Openreach vans that were badly parked while people were working in a hole in the road, Pengersick Lane. Wheelchairs and pushchairs couldn't fit past the vans. They asked that the vans are parked more considerately in future. JC said that he would pass this on to Openreach.

Julian Cowan was thanked for attending. Any further information will be sent to the Clerk.

The Chair of Pengersick Castle spoke about 12 volunteers that help with the gardens at the Castle. The Castle Drive Wheal Parade track is very difficult for the older volunteers to manage as it is badly eroded. The traffic needs to be calmed down as cars come at about 60 m.p.h. at the bend near the shops. Vans are parked on footways near the shops making pedestrians walk in the road. There is serious damage to the kerbs and entrance/exit at Haulfryn and conifers there are overgrown. Planning in the AONB area - Parishioners rarely receive a response from CC Planning. Helicopters from Culdrose appear to be using the Castle as a landmark and are flying very low, so low that the Castle vibrates and mortar comes out of the joints. A Grade I listed building is being damaged. The Chairman replied:

Openreach – The vans protect people in the pit. Bollards are there to divert traffic.

Volunteers and Castle Drive – little can be done as there is no footway. Could JK see if scalplings can be obtained from CC.

Kerbs and trees at Haulfryn – Haulfryn has a duty to cut back/down the trees if they are obstructing a footway. Dropped kerbs may be needed.

Speeding – BPC is pursuing 20 is Plenty. Traffic Regulation Orders are in place to put in double yellow lines hopefully before next season.

Helicopters – ring The Commander at Culdrose.

AONB – Jim Wood could be contacted as he is the AONB Officer.

Public participation ended at 7.33 p.m. The Speakers left and the meeting was re-opened.