



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

ON TUESDAY 5 JULY 2022

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. Seating places were spaced and all surfaces had been cleaned before the meeting. Anti-bacterially wiped covered agendas were provided. Although Plan B Covid measures have been lifted by the Government, Breage Parish Council has determined that Councillors will continue to carry out lateral flow tests and adhere to social distancing and Members of the Attending Public would be requested to comply.

Present: Cllr A E Woodhams (Chairman)

Cllr H Bradford

\*Cllr C Ralph

Cllr M Southam

Cllr R Wyvern Batt

Cornwall Cllr J V Keeling MBE

Mrs C Macleod (Clerk/RFO)

Cllr Keeling was welcomed.

### 1. FIRE EVACUATION PROCEDURE

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 from AB, NR, and DT received and accepted. CMR may be late Governors' Meeting.

b) Resignation dated 27 June 2022 received from Caroline Carver and accepted by the Chairman.

### 4. CONFIRMATION OF THE MINUTES OF THE ORDINARY PARISH COUNCIL MEETING ON 7 JUNE 2022

5. PUBLIC PARTICIPATION To include Cornwall Councillor's report – previously circulated to Councillors

Public participation held here from 7.02 to 7.23 p.m.

\*CMR arrived at 7.04 p.m.

### 6. FINANCE

#### a) To resolve to approve July payments

No	Code	Date	Payment	Supplier	Net	VAT	Total
65	Cemetery maintenance Capital works	08/06/2022	bank	Derek Real	600.00		600.00
66	Office consumables and goods	02/06/2022	dc	Amazon	4.40	0.88	5.28
67	Water Parish Rooms	01/07/2022	dd	Source for Business	13.86		13.86
68	Cemetery costs	01/07/2022	dd	Source for Business	13.86		13.86
69	Ashton Field costs	08/06/2022	bank	Stephen Babbage	104.00		104.00
70	Praa Sands/Praa Green	09/06/2022	dc	Amazon	39.95		39.95
47/52	Contract grass reissued as 71-76	16/06/2022	bank	R Sanders cancelled	-1,280.00	-256.00	-1,536.00
71	Cemetery costs	10/06/2022	bank	R Sanders	290.00	58.00	348.00
72	Cemetery maintenance Capital works	10/06/2022	bank	R Sanders	75.00	15.00	90.00
73	Praa Sands/Praa Green	10/06/2022	bank	R Sanders	265.00	53.00	318.00
74	Ashton Field grass cutting	10/06/2022	bank	R Sanders	230.00	46.00	276.00
75	Contracts Grass & Hedge Cutting	10/06/2022	bank	R Sanders	435.00	87.00	522.00
76	Lengthsman work completed	10/06/2022	bank	R Sanders	125.00	25.00	150.00
77	Maint/Repairs/Renewals Parish Rooms	27/06/2022	bank	Trelawney Fire & Security Ltd	95.00	19.00	114.00
78	Notice boards/Benches/Signs/Fences/Phone Kiosks	10/06/2022	dc	OfficeFurnitureOnline.co.uk	514.00	102.80	616.80
79	Notice boards/Benches/Signs/Fences/Phone Kiosks	10/06/2022	dc	NoveltySignsStore	5.99		5.99
81	Covid-19 expenses	16/06/2022	pc	Sainsburys	38.00		38.00
82	Electricity Parish Rooms	23/06/2022	dd	British Gas	110.42	5.52	115.94
83	Telephone/Mobile/Broadband	15/06/2022	dd	BT	179.06	35.81	214.87
84	Queen's Platinum Jubilee costs	16/06/2022	dc	Amazon	14.16	2.83	16.99
85	Office consumables and goods	17/06/2022	dc	Amazon	5.79	1.16	6.95
86	Subscriptions	29/07/2022	bank	SLCC	234.00		234.00
87	Office consumables and goods	16/06/2022	dc	Alta & Co Trading Ltd	5.82	1.17	6.99
88	Salaries	28/06/2022	bank	Administration	1,649.28		1,649.28
89	Salaries	28/06/2022	bank	Administration	59.20		59.20

90	Salaries	28/06/2022	bank	HM Revenue & Customs	338.00		338.00
91	National Insurance Employer	28/06/2022	bank	HM Revenue & Customs	203.91		203.91
92	Salaries	24/06/2022	dd	NEST	126.39		126.39
93	Pension Employer	24/06/2022	dd	NEST	47.40		47.40
94	Telephone/Mobile/Broadband	29/06/2022	dd	BT	21.90	4.38	26.28
95	se boards/Benches/Signs/Fences/Phone Kiosks	25/06/2022	dc	Chapel Interiors Wilmslow Ltd	33.06	6.61	39.67
96	Covid-19 expenses	27/06/2022	dc	Amazon	6.12	1.23	7.35
97	Covid-19 expenses	27/06/2022	dc	Amazon	8.99	1.80	10.79
98	Cemetery costs	13/06/2022	dd	Yu Energy	15.39	0.77	16.16
99	Play areas inspection Ashton	06/07/2022	bank	SW Playground Safety Inspects	30.00	6.00	36.00
100	Play areas inspection	06/07/2022	bank	SW Playground Safety Inspects	90.00	18.00	108.00
101	Cemetery	01/08/2022	dd	Cornwall Council	66.00		66.00
102	Cemetery grass cutting	06/07/2022	bank	R Sanders	260.00	52.00	312.00
103	P Green grass cutting	06/07/2022	bank	R Sanders	500.00	100.00	600.00
104	Ashton A A grass cutting	06/07/2022	bank	R Sanders	230.00	46.00	276.00
105	Grass cutting	06/07/2022	bank	R Sanders	15.00	3.00	18.00
106	Grass cutting and weedkilling	06/07/2022	bank	R Sanders	585.00	117.00	702.00
				<b>Totals</b>	<b>6,403.95</b>	<b>553.96</b>	<b>6,957.91</b>

Payments had been checked by RWB. **Proposed, seconded and resolved that the above listed payments be passed for payment.**

b) To acknowledge Receipts

No	Code	Date	Payment	Supplier	Net	VAT	Total
13	BankInterest	06/06/2022	bank	Barclays	9.61		9.61
				<b>Totals</b>	<b>9.61</b>		<b>9.61</b>

Acknowledged.

c) To receive bank balances

As at 29 June 2022: Current: £1,976.41; Savings: £129,002.16; Ashton Amenity Area: £39.80; Patty cash: £46.42.

**d) To resolve to confirm the recommendations made by F&GP Committee at its meeting of 15 June 2022:**

**To confirm The Terms of Reference for F&GP Committee**

**To confirm the Finance Regulations and Finance Risk Assessment**

**To confirm that grant items recovered from Ashton Village Committee must be entered on the BPC Assets Register**

**To confirm that the elected Chairman Cllr N Roberts must meet the internal auditor**

**Proposed, seconded and resolved that the F&GP recommendations listed above be confirmed.**

**e) To resolve that Cllr A J Best be authorised as the second Barclays debit card holder for Breage Parish Council and to allow Barclays to act on and accept instruction from Cllr Best and to confirm that the Clerk, Mrs Carol Macleod is the first Barclays debit card holder**

**Proposed, seconded and resolved.**

**7.FOOTPATHS**

i) Report MS

Overgrown Trevurvas paths have been cut. Query in regarding Trenear Farm. MS to investigate.

Herland Farm blockage of 16/3 stile not considered a priority by CC. BPC considers it a H&S issue as walkers, because of the illegal blockage, are being made to trespass by being unable to use the definitive path 16/3. MS to contact Enforcement.

**8.HIGHWAYS**

**i) To resolve to agree that BPC Contractor cuts the verge from Troon Row to Trewithick Road, Breage**

**Proposed, seconded and resolved.**

CC has no budget for this at present.

**ii) Byway 47 To resolve to purchase stones to block the passing bays on the Praa Green side of the byway to prevent parking but to allow pedestrian shelter**

**Proposed, seconded and resolved.**

iii) No update on 20 is plenty.

**9.CEMETERY AND CLOSED GRAVEYARDS**

i) Update TW

War Memorial graveyard – ivy removed from yew trees. A tree surgeon will be needed to tidy the yew trees. Closed Pellor Road Graveyard – roof has been repaired on Breage House garage. Wall in the graveyard to be repaired by Cormac CC.

**10. PLAYGROUND & EXERCISE AREAS**

i) Safety inspections of equipment are carried out and reports provided each month

No red warning areas. Slide at Breage to be repaired. Replacement quote of £650. Breage Village Field Committee to be asked if it could contribute - CMR.

**11. PARISH ROOMS**

i) A Covid Risk Assessment for the Parish Rooms is carried out and is reviewed every 14 days. Until further notice Councillors and attending Members of the Public will complete a lateral flow test within 48 hours of each meeting and report the results to the Health and Safety Councillor and Clerk. Masks will be worn by Councillors and Public  
Covid in the area has increased by a third. Agreed that Covid restrictions stay in place.

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

iii) 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 two-hourly when she is at work. He will return the text as soon as is possible.

**12. POLICE**

i) Report DT

No report available.

**13. HELSTON AND S KERRIER CNP**

i) Report CMR ref. when enactment of TRO Pengersick Lane, Praa Sands will take place  
Meeting is tomorrow – will raise i) under AOB.

**14. LENGTHSMAN**

i) Update  
No outstanding issues.

**15. APPRENTICESHIP**

i) Update  
No update at present.

**16. TREVURVAS POND**

i) Update MS An ecology report has been received but it is for the whole area not just the pond. The silt will not be useable for a bank on which to plant as native plants would not thrive and it cannot be spread under the trees as it contains too many nutrients non-native plants would thrive. It will need to be removed. It was suggested that Mr Beard be contacted.

**17. QUEEN'S PLATINUM JUBILEE**

i) Update on Coaches Corner Garden TW  
The garden wall has been completed with a plaque on the end pillar. Trees to be planted.

**18. CORNISH TIN**

i) Update TW  
Interesting samples found. There will be a register of bore hole users in the future.

**19. MEDICAL FIRST RESPONDER COVER**

**i) To consider the practicality and implications of providing medical first responder cover in the Parish of Breage TW**

Ambulance NHS Foundation Trust paperwork containing First Responder information circulated to those at the meeting.

Discussed. Volunteers would need to attend formal interviews and training courses and be assessed. Too late now for the June interviews but future vacancies that arise may be awaited.

**20. NEIGHBOURHOOD DEVELOPMENT PLAN**

**i) To resolve that the content of the Examiner's draft report has been reviewed, that BPC has no concerns and any listed amendments will be made to enable the final report to be issued and the referendum organised**

Cllrs had been asked to fact check the report. The Clerk had been informed that she must implement the changes listed in the report. CMR had checked and listed 3 matters that needed to be addressed. He felt that CC should make any changes. Cllrs were happy with his findings. **Proposed, seconded and resolved that Breage BPC is content with the Examiner's conclusions but that 3 matters should be addressed. The Clerk and CMR to meet to reply thus to CC.**

**21. CLERK'S REPORT**

Previously circulated to Councillors

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

CIL grant bid – Cornish hedge Higher Road, Breage was unsuccessful due to oversubscription to a factor of 12.

CIL grant Breage Village Field Committee's bid passed the initial application stage and the Committee is now invited to submit a full bid.

Cllr Keeling and BPC will need to sponsor the next stage of the bid.

Godolphin Shute is not working. Clerk to report to Handyman.

Exit gateways at the rear of Prospect Row bungalow were questioned. Cllr should ask Linda Holloway to check the definitive map.

Western Power supply to Ashton was discussed. Clerk to contact Jack Purchase re. Ashton Amenity Field underground cable.

Breage Village Field painting of equipment – Paint supplies unobtainable at present therefore painting cannot yet be completed.

The drain in Pengersick Lane had been cleared by a Councillor.

Cllr Keeling is to check with Highways re. docks and thistle growth land opposite Parish Rooms.

Cllr Keeling is to take Ashton Motel application and Germoe Crossroads Situ8 application to Committee.

**23. DATES AND TIMES OF NEXT MEETINGS: ORDINARY PARISH COUNCIL PLANNING AND LAND USE MATTERS MEETING WEDNESDAY 27 JULY 2022; ORDINARY PARISH MEETING TUESDAY 2 AUGUST 2022. MEETINGS IN THE PARISH ROOMS AT 7.00 P.M.**

**It is requested that members of the public intending to attend the meetings of the Parish Council complete a Covid 19 lateral flow test within 48 hours of the meeting, advise the Clerk that they will be attending, wear a face mask and adhere to social distancing. Thank you.**

Confirmed.

**24. EXCLUSION OF PRESS AND PUBLIC**

**To resolve that members of the Press and Public be excluded from the meeting on the grounds that the agenda items below 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.** Public and Clerk left the room.

**25. ELECTRICAL SUPPLY TO PARISH ROOMS**

i) To discuss

**There being no further business the meeting closed at 8.22 p.m.**

## **BREAGE PARISH COUNCIL**

### **DRAFT MINUTES PUBLIC PARTICIPATION ORDINARY PARISH COUNCIL MEETING HELD IN THE PARISH ROOMS BREAGE ON TUESDAY 5 JULY 2022 AT 7.00 P.M.**

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

Cllr Keeling gave information from his report re. a list of proposed Planning reforms including a review on short-term tourist review looks at the effect of short-term holiday lets for those living in popular tourist destinations giving a better understanding of how short-term lets are affecting housing supply locally.

The Levelling up with level 3 favoured - meaning there would have to be an elected mayor and devolution proposals. He was asked about the timescale but had no details. He had stated in the report that this would unlikely be enacted until 2024. The Clerk had attended a Levelling up meeting and was asked about time scales: The discussions would continue until 2 August, decisions and implementations would be behind closed doors. Cllr Keeling favoured a referendum.

A394 review Teams meeting – CMR had attended. Copy would be sent to Clerk from Jason Hoole-Jackson on Friday afternoon or next Monday.

CNP meeting tomorrow. With the reduction in the number of Community Link Officers there is a proposal to have 10 Community Area Partnerships (CAPs).

Cllr Keeling asked if, whilst he has continuing mobility issues, he could join BPC's meetings via remote access. BPC agreed to review remote access.

The Chairman asked about conflict in Rupert Spencer's comments re. yellow lines at Hendra, first stating that they were enforceable and to inform the Constabulary but then stating that they were not enforceable until the TRO is finalised. Hendra Lane was choked again at the weekend and 5 campers were parked on the Common Land. This is illegal. Cllr Keeling said that the Commoners are happy for boulders to be placed. The Chairman advised that it is the Commoners' responsibility to ensure that there is no parking on the Common Land without their consent.

Further matters raised: Cllr Keeling was asked about the costed estimate for the removal of the gabions at Breage Church that was still not available; the CNP meeting – the Officer having said that items requested by BPC could not be on the agenda as they were Breage specific; Praa Sands Toilets – proper toilet facilities should be provided. The MP is to talk to CC about the toilets. Cllr Keeling is working with officers to find a way of keeping them open.

Public participation ended at 7.23 p.m. and the meeting was re-opened.