St. Breock Parish Council

Chairman: Mr R.V. Jarratt
. **Parish Clerk:** Ms Jacqui Peskett
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MINUTES of the Annual Parish Council Meeting of St Breock Parish Council, held on Wednesday 14th May 2025 Trewithen room, Pavilion, Royal Cornwall Showground Wadebridge commencing 19.30.

As apologies were given by the Chairman, the Vice Chair acted as Chairman for this meeting.

PRESENT: Cllrs Morris (Acting Chair), Nicholls, Pratt, Comonte, Jenkins, Shearer & Weller.

ALSO IN ATTENDANCE: The Clerk & Cornwall Councillor Robin Moorcroft.

MEMBERS OF THE PUBLIC: 3

Prior to the commencement of the Annual Meeting, Cllr Morris welcomed back those previous members who had stood in the recent Elections and our two new Members, Cllrs Shearer and Jenkins.

12/25 Apologies: To **RECEIVE** and approve apologies for absence: Cllrs Jarratt & Lehan.

13/25 Election of Chairman. Chairman Nominations:
The Clerk informed members Cllr Jarratt was happy to stand again.
Nomination by Cllr Weller that Cllr Jarratt is elected Chairman for the ensuing municipal year, **seconded** Cllr Nicholls with no other nominations, unanimous. It was **resolved** that Cllr Jarratt be elected Chairman for the ensuing municipal year – **carried**.

14/25 To receive the Chairman's Declaration of Acceptance of Office or, if the Chairman is not present, to resolve that such Declaration be made at or before the next Ordinary Meeting of the Council. Cllr Jarratt signed the Declaration and accepted the position of Chairman in the Clerks presence away from this meeting.

15/25 Election of Vice Chairman. Vice Chairman Nominations:
The Clerk informed members Cllr Morris was happy to stand again.
Nomination by Cllr Weller that Cllr Morris is elected Vice Chairman for the ensuing municipal year, **seconded** by Cllr Comonte no other nominations, unanimous. It was **resolved** that Cllr Morris be elected Vice Chairman for the ensuing municipal year- carried.

16/25 To receive the Vice Chairman's Declaration of Acceptance of Office or, if the Vice Chairman is not present, to resolve that such Declaration be made at or before the next Ordinary Meeting of the Council. Cllr Morris signed the Declaration and accepted the position of Vice Chairman.

17/25 To **receive the Parish Councillors' Declaration of Acceptance, of Office**: to confirm Declarations received before the start of the meeting, if a Councillor is not present, to resolve that such Declaration be made at or before the next Ordinary Meeting of the Council. Cllr Lehan signed the Declaration and accepted the position of Councillor in the Clerks presence away from this meeting.

Signed as a true account …… (Chairman)

Date……

18/25 Declarations of Interest: To **receive** declarations of interest. Members – please remember that you must declare any personal or prejudicial interest at the start of the meeting. Please ensure that you state the reason for your interest, as this must be included in the Minutes of the meeting. If your interest is a 'Declarable Pecuniary Interest' then you must leave the meeting whilst the matter is discussed. None.

19/25 Public Participation. To **receive** comments from Members of the Public. This gives members of the public an opportunity to comment on Items on the Agenda (Maximum time allowed is 10 minutes):
The applicant briefly spoke in respect of Planning Application PA25/01511.

20/25 Cornwall Councillors Report. To **receive** a report from Cornwall Councillor: Cllr Moorcroft.
Members congratulated Cllr Moorcroft on his re-election with the second highest majority.
He advised Members that this was very much a transitional period with the setting of new cabinets and ongoing training. He felt it was much busier than following the 2021 Elections.

21//25 Council Meeting: Minutes of the meeting held on 9th April 2024.
To **resolve** that the Minutes of the Ordinary Meeting of St Breock Parish Council, held on the above date and having been previously circulated, be taken as read, approved, and signed, and to note any matters arising from the Minutes: (Appendix A). It was **proposed** by Cllr Comte **seconded** by Cllr Morris and **resolved** by the Parish Council that these represented a correct record of that meeting and should be accepted by the Council – **carried.** There were no amendments or matters arising.

22/25 Planning and Pre-Applications. To **receive** the following applications and **respond** to the Local Planning Authority if appropriate: None.

Construction of steel framed storage shed
Carhart Farm St Breock Wadebridge Cornwall PL27 7HZ
Ref. No: PA25/02411 | Received: Wed 26 Mar 2025 | Validated: Fri 04 Apr 2025.
Following a site visit by member of the Parish Council, it was discussed. It was **proposed** by Cllr Nicholls, **seconded** by Cllr Morris and **resolved** to support the application – **carried.**

Temporary siting of a prefabricated lodge for farmworker
Land South West Of The Old Toll House Whitecross Wadebridge Cornwall PL27 7JQ
Ref. No: PA25/01511 | Received: Tue 25 Feb 2025 | Validated: Thu 10 Apr 2025.
Following a site visit by members of the Parish Council, it was discussed. It was **proposed** by Cllr Weller, **seconded** by Cllr Pratt and **resolved** to support the application – 6 in favour & 1 abstention **carried.**

Conversion of bungalow to dormer bungalow with rear kitchen extension.
Rocklands Whitecross Wadebridge Cornwall PL27 7JB
Ref. No: PA25/02356 | Received: Tue 25 Mar 2025 | Validated: Sun 13 Apr 2025 | Status: Pending
Members of the Parish Council discussed the application it was **proposed** by Cllr Comonte, **seconded** by Cllr Nicholls and **resolved** to support the application – 6 in favour & 1against **carried.**

i) To **consider** and **make comment** on any planning applications received after the date of this Agenda: None.

(ii) To **receive** details of planning determinations: Noted.

Planning – June 2025: As there is no scheduled meeting of the Parish Council. To **approve** that the Parish Council will consider any Planning Matters by email in the event that an extension on the date for comments cannot be obtained.

Signed as a true account …… (Chairman)

Date……

It was **proposed** by Cllr Weller **seconded** by Cllr Pratt and **resolved** by the Parish Council that this be dealt with by email via the Clerk. All in favour – **carried.**

23/25 Update: Reports/Meetings. To **receive** information on the above and **resolve** a course of action if necessary:

WREN meeting: Cllrs Jarratt and Morris along with Roger Inge met with Tony Farragher from WREN to discuss the St Breock allocation of money from the Community Grants Scheme. Cllr Morris gave an update on that meeting to Members.

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24/25 Update: Parish Matters and Matters to be brought to the attention of the Parish Council. To **receive** information on the above and **resolve** a course of action if appropriate:

Bus Shelter at Whitecross – The Clerk thanked Cllr Pratt for taking the time to clear up the mess left in the shelter.

RoSPA Report – defer to July meeting.

Cllr Pratt – mentioned that overgrown bushes surrounding the notice board in St Breock Village make it difficult to get access. After discussion, Cllr Jenkins offered to strim the area.

25/25 Policies: to **receive,** and adopt the Co- Option policy – defer to July meeting.

26/25 Finance: To **resolve** and adopt the Financial Accounts.

Date of Issue	D/D or BACS	Payee	Nett Amount	VAT Element	Gross Amount	Services
14.05.25	BACS	Ms J B Peskett	£784.20	£0.00	£784.20	Clerks Salary
14.05.25	BACS	Ms J B Peskett	£71.19	£0.00	£71.19	Clerks Expenses
14.05.25	BACS	HMRC	£280.48	£0.00	£280.48	PAYE/NIC
14.05.25	BACS	Duchy Defibs	£205.00	£41.00	£246.00	Annual Monitoring Fee (Burlawn)
14.05.2	B ACS	Lee Hoskin	£360.00	£0.00	£360.00	Grass cutting
14.05.25	BACS	Carolyn May	£235.00	£0.00	£235.00	Internal Audit
14.05.25	BACS	Cllr R Jarratt	£30.31	£0.00	£30.3166666650	Expenses for Ink and goods
14.05.25	BACS	RCAA	£110.00	£22.00	£132.00	Room Hire
14.05.25	D/D	Seadog IT	£29.99	£0.00	£29.99	Website Hosting
14.05.25	D/D	Google Ireland	£60.00	£0.00	£60.00	GMAIL

(i) To **receive** and **approve** the Accounts Payable.

It was **proposed** by Cllr Nicholls, **seconded** by Cllr Shearer and **resolved** by the Parish Council, the Accounts Payable be approved and paid, all in favour- **Carried.**

(ii) To **receive** and **approve** the Finance Statement (APPENDIX C) It was **proposed** by Weller **seconded** by Cllr Comonte and **resolved** by the Parish Council the Financial Statement be approved and accepted- all in favour- **Carried.**

27/25 To CONSIDER and APPROVE: the Internal Audit year ending 31st March (previously circulated).

The Clerk advised that there were no issues raised as a result of the recent Internal Audit. Members approved with no concerns or comments.

28/25 RECEIVE and APPROVE: End of Year Audit (External Audit – AGAR)

Signed as a true account …… (Chairman)

Date……

(i) Audit 2024/25 – to receive and approve the **Annual Governance Statement** for the Financial Year ending 31st March for submission to BDO LLP. Approved and signed by the Chair and RFO.

(ii) Audit 2024/25– to receive and approve the **Annual Accounting Statement** for the Financial Year ending 31st March for submission to BDO LLP. Approved and signed by the Chair and RFO.

(iii) Audit 2024/25– to receive and approve the **Conflict-of-Interest form** for the Financial Year ending 31st March for submission to BDO LLP. Approved and signed by the Chair and RFO.

29/25 Payments – June 2025: As there is no scheduled meeting of the Parish Council. To **approve** that the Clerk is able to me payments for retrospective approval at the July meeting.
It was **proposed** by Cllr Nicholls, **seconded** by Cllr Pratt and **resolved** by the Parish Council the Clerk, in conjunction with the Chairman can make urgent payments. All in favour- **Carried.**

30/25 Correspondence: To note correspondence received: None.

31/25 Items for information: To receive and add items to the next Agenda if necessary.
None.

32/25 Extra Agenda Item approved by the Chairman – Parish Council insurance renewal:
The Clerk advised Members that the annual insurance policy was due for renewal. Quotes had been obtained form 3 other companies due to the considerable increase in the premium. The best quote was Zurich Insurance. The Clerk asked Cllr Morris to compare the polies to ensure best value for the needs of the Parish Council.
After discussion, it was **proposed** by Cllr Morris, **seconded** by Cllr Comonte and agreed that Zurich Insurance company be used. All in favour – carried.
The Clerk will make the change and payment of £533.00 with retrospective approval at the next meeting.

To close the meeting: There being no further business, the Chairman closed the meeting at 20.35

Next scheduled meeting date: Wednesday 9th July 2025.

Signed as a true account …… (Chairman)

Date……