



## **PUBLIC MEETING OF THE PARISH COUNCIL**

Wednesday 28<sup>th</sup> October 2020 – VIRTUAL REMOTE MEETING

Present: Councillor Willey (acting Chairman)

Councillors Ellis, Fletcher, Oakes, Robinson, White.

Also in attendance: Christopher Cook - Parish Clerk & Responsible Financial Officer

Members of the public: 2

Members of the public were permitted to speak on each Agenda item for a period of 3 minutes. This meeting was advertised as a Public meeting and as such could be filmed or recorded by broadcasters, the media and members of the public. The public were advised that whilst every effort is taken to ensure that members of the public would not be filmed, it could not be guaranteed.

Minutes 28<sup>th</sup> October 2020

602/2020 Chair's Welcome & Announcements

Cllr Willey (Vice Chairman) welcomed residents to the Public Meeting of the Parish Council and delivered Health and Safety housekeeping rules. No members of the public intended recording the Public Meeting. The Chairman explained that the Meeting was being held remotely using Microsoft Teams in which Residents could participate.

603 Public participation

Mr Steve Malcolm explained that the road outside Camomile Cottage was deteriorating and becoming slippery for pedestrians and horse riders alike. Cormac had completed maintenance work on potholes in June 2020 and Mr Malcolm suggested that the road should be re-inspected again.

Cllr Robinson agreed that the area which had been patched should be re-inspected.

Councillors **Resolved** to note. All agreed.

604 To receive Apologies for Absence and approve the reasons given

Cllr Edwards (Chairman) - sickness absence.

Councillors **Resolved** to note.

605 Declarations of Interest

Councillors **Resolved** that no Councillors declared pecuniary or non-pecuniary interests.

Councillors **Resolved** that no Councillors were liable for written Dispensations or Gifts.

All noted and agreed.



606 Minutes of the Public Meeting 23<sup>rd</sup> September 2020

The Minutes were a true record of the Meeting held remotely using Microsoft Teams.

Proposed Cllr Ellis, seconded Cllr White

Councillors **Resolved** to note. All agreed.

607 Matters arising from the draft Minutes for report purposes only.

Cllr Ellis pointed out a correction to Item 595, and wording is amended to read;

*'A few Councillors commented that a formal interview process should take place when the Chairman was available'*

Cllr White commented that the Minutes at Item 606 should be accepted subject to the above amendment.

Councillors **Resolved** to note this action. All agreed

608 A Report from Cornwall Councillor Jesse Foot

Cornwall Cllr Jesse Foot advised Councillors that Cornwall Planning & sustainable development service would be running a remote training session 26<sup>th</sup> November 2020 addressing a number of topics, including permitted development rights, enforcement issues and the community governance review.

Cllr Foot informed the Council that whilst Cornwall Council supported local Community groups with the free school meal scheme (FSMS), it could offer no financial support to the Community groups. Cornwall Council has already spent £73m which reflected in part the result of the current pandemic and received support from central Government of £39m. Cllr Fletcher noted that funding of £63m was being directed towards local County Councils and enquired as to whether this would help support the (FSMS). Cllr Foot could not confirm this aspect at the moment.

Cllr Foot referred back to the road repairs in the Camomile Cottage vicinity, mentioned under Item 603, and recommended that the Parish Council re-address their concerns with Paul Allen (Cormac) in December or early 2021, as Highways would not normally revisit repairs again within 6 months of completing repairs.

Cllr Foot advised Councillors that Cornwall full council would be meeting 3<sup>rd</sup> November 2020 to review the Parish boundary changes. This review would not impact on Botus Fleming Parish Council.

Cllr Fletcher thanked Cllr Foot and also Catherine Thomson (Cornwall Gateway, Community Support Officer) for the support provided to the BOTHER group in connection with the bid for the feasibility study to be carried out by Sustrans. This is explained in full at Item 614 (C).

Councillors **Resolved** to note this report. All agreed.

609 Finance

A Accounts for Payment

Cllr Fletcher proposed, Cllr Robinson seconded approval of the Accounts for payment.



Councillors **Resolved** to approve the accounts for payment. All agreed.

B Direct bank Payments & Receipts for information

Bank Receipts were reported as £8,472.79. Total receipts 2020/2021 £18,358.97

Councillors **Resolved** to note. All agreed.

C Bank reconciliation and Earmarked Funds (EMF)

The General Account balance was reported as £23,180.46 and the Earmarked Funds as £8,225.82.

Councillors **Resolved** to note. All agreed.

D Monthly budget monitoring balances report

Councillors **Resolved** to note the report.

E Public Works Loan Board Statement September 2020

Councillors **Resolved** to note. All agreed.

F Amendment to Payments for approval September

The Parish Clerk explained that the annual payment to the Information Commissioner Office was recorded as £40.00. As a direct debit arrangement had been made by the Clerk, the annual subscription reduced to £35.00. Accounts were adjusted accordingly to reflect the £5 saving. This adjustment is reflected under Item 609 (D)

Councillors **Resolved** to note the amendment All agreed.

G Annual Budget & Precept setting

Following a review of Parish Council finances and outturn figures for 2019/2020, and mindful of the ordinary elections for Parish Councillors planned for the first Thursday in May 2021, the Council are required to Precept for the cost of the elections estimated by Electoral Services to be £3,727.00:-

Budget 2021/2022	<b>£24,500</b>	- (2020/2021 £22,300)
Precept	<b>£20,000</b>	- (2020/2021 £16,000)
Asset values	<b>£ 9,165</b>	- (2020/2021 £ 8,755)

The Budget report can be viewed at [www.botusfleming.org.uk](http://www.botusfleming.org.uk)

A briefing note on the effects of the budget and precept levels will be provided for the Public Meeting 25<sup>th</sup> November 2020. In reviewing the Parish Council proposals, comparisons were drawn from other local Parish Councils and in chief all aligned with one another.

Cllr Willey (Vice Chairman) proposed, Cllr Robinson seconded approval of the Annual budget.

Councillors **RESOLVED** to approve the Budget amount for 2021/2022. All agreed.

Cllr Robinson proposed, Cllr Fletcher seconded approval of the Annual precept.



Councillors **RESOLVED** to approve the Precept amount for 2021/2022. All agreed.

Councillors **RESOLVED** to note the inflationary increase to the Sums Insured for the Council Assets. All agreed.

610 Planning

New Planning Applications – None received

Planning Application Decisions – Three received

Application : PA20 / 04514  
Proposal : Proposed conversion of and extension to redundant farm buildings  
to provide four units of holiday accommodation  
Location : Rumbullion Farm Hatt Saltash Cornwall  
Applicant : Mr J Crocker and Mrs V Lintern  
Grid Ref : 240294 / 61950

Approved 30<sup>th</sup> September 2020

Application : PA20 / 06737  
Proposal : Proposed agricultural workshop  
Location : Land North of barn 1 Ramsicombe Farm Hatt Cornwall PL12 6NA  
Applicant : Mr R Congdon  
Grid Ref : 240412 / 62543

Approved 6<sup>th</sup> October 2020

Application : PA20 / 06738  
Proposal : Agricultural storage building  
Location : Kingswood Ramsicombe Farm Hatt Saltash  
Applicant : Mr R Congdon  
Grid Ref : 240402 / 62527

Approved 12<sup>th</sup> October 2020

Councillors **Resolved** to note the approved planning applications.

Planning Application for Information – One applicable

The Parish Council has sent a letter to the Planning Development Officer in connection with Planning Application PA20/05087 and a response was received 26<sup>th</sup> October 2020. Cllr Fletcher pointed out that the response indicated that a desk stop study had been carried out gauging the tree work carried out on the TPO. Several other Councillors agreed that the Parish Council should respond with their concerns over this issue and to request a site inspection meeting.

**Action:** Cllr Fletcher to draft a letter of response.

Councillors **Resolved** to note this action. All agreed.

Planning Applications received after the Agenda published – None received

Councillors **Resolved** to note.



611 Neighbourhood Development Plan (NDP)  
[www.botusflemingandhattndp.com](http://www.botusflemingandhattndp.com)

Report deferred until 25<sup>th</sup> November 2020

Councillors **Resolved** to note. All agreed.

612 Parish Plan

Report deferred until 25<sup>th</sup> November 2020.

Councillors **Resolved** to note. All agreed.

613 Recreation Field

The Parish Clerk updated Councillors in the absence of Cllr Edwards (Chairman) and advised that the Cornwall Council Consents & Enforcement Officer had confirmed that the flood alleviation scheme, installed by Caradon District Council under grant funding will remain a Legacy asset for Cornwall Council to monitor and maintain irrespective of who owns the recreation field. Caveats existed in that the system should not be built over to ensure free access to the land and system for inspection and repair when necessary. As ownership of the drainage system remains with Cornwall Council, this then negates the Parish Council having to incur costs by commissioning a drainage system survey.

The Council's solicitor still needs to obtain copies of local searches (outstanding since August). Land Charge on titles required for consideration.

A copy of the Section 106 Agreement relating to the land at Cross Farm Hatt had been secured by the Council's solicitors, and it was evident that following the installation of the french drain system neither Mr Shovell (landowner) nor the Parish Council had carried out furrow drainage work at the Recreation Field, and neither party had requested that the other party do this maintenance work as it was unnecessary due to the installation of the french drain system. The Clerk suggested that an Affidavit be prepared for this purpose and would seek clarification from the Council's Solicitors.

Subject to the above matters being concluded, progression to purchase of the Recreation Field would be one step further, though the Council were anxious to conclude the purchase before the first Public Works Loan Board repayment due at the end of December 2020.

**Action:** Parish Clerk to continue with negotiations to further purchase of the land.

Councillors **Resolved** to note this report. All agreed.

614 Councillors Reports

A Cllr Sally White - Maintenance

Monthly maintenance audit noted (report previously published)

Cllr White had nothing further of note to add to this month's audit report.

A number of Councillors suggested that grit could be used on the slippery areas around Camomile Cottage as an improvement measures for pedestrians and cyclists, and that the grit bin situated at the North West of Cross Park farm entrance to the footpath leading to the A388 could be utilised to serve these needs.



Cllr White advised Councillors that the cost of a any new grit bin(s) would be the responsibility of the Parish Council, and further, that the sighting of a new bin would have to be agreed with Cormac. As there is currently a grit bin located as described above then this would be adjudged to be in too close proximity to a proposed new location at or near to Camomile Cottage.

Councillors **Resolved** to note the monthly Audit report.

B Cllr Malcolm Fletcher – Bio diversity

Cllr Fletcher advised Councillors that nationally many tens of thousands of ash trees affected by Ash Dieback disease would soon be weakened and start losing their branches without warning.

Whilst Cormac are currently carrying out a survey of A and B roads on the County highways to ascertain which trees are significantly at risk, those landowners who have ash trees on their land which overhang roads are responsible for tree management and residents are urged to contact landowners should they feel that their property is in danger.

The Woodland Trust and Cornwall Council manage diseased trees and the following links provide for information in this respect:

<https://www.woodlandtrust.org.uk/media/46523/managing-ash-dieback-on-woodland-trust-sites.pdf>

<https://www.cornwall.gov.uk/environment-and-planning/trees-hedges-and-woodland/pests-and-diseases-affecting-trees/ash-dieback/>

Councillor Fletcher advised that the Parish Council has been able to buy a quantity of native wildflower seeds and thanked Cllr.Ellis for his generosity. The seeds will be sown on Hatt roundabout during the next two weeks. In order to help with the recovery of areas of grassland, in future the roundabout will be mowed in the same fashion as this year with visibility sightlines cut around the circumference and across the roundabout diagonals.

Councillors **Resolved** to note this report. All agreed.

C Cllr Malcolm Fletcher – Climate Emergency (BOTHER)

The Bother Group met 11<sup>th</sup> October 2020. Cllr Fletcher advised that the group wanted to take on a project that would benefit our local community and also help Cornwall Council to achieve its target of Carbon Net Zero by 2030. They finally decided to ask the UK walking and cycling charity Sustrans, who are also custodians of the National Cycling Network, to comment on the viability of a foot/cycle path from Hatt to Carkeel alongside the A388. BOTHER did not want to waste time and money on a feasibility study if the general plan was felt by experts to be unrealistic. Sustrans spent some time (without charge) doing a desktop study of maps and concluded that it was worthwhile commissioning a feasibility study. BOTHER's reasons for deciding on this foot/cycle path project were:



1. It is government policy to encourage and promote walking and cycling as alternative modes of transport.
2. The research carried out for the Neighbourhood Development Plan discovered that many residents wanted better facilities for walking and cycling.
3. The nearest concentration of retail outlets for the community is in Carkeel.
4. There is now a foot/cycle bridge over the A38 at Carkeel which allows walkers and cyclists to reach Saltash in relative safety.
5. There is a connection to the national rail network in Saltash.
6. The A388 from Hatt to Carkeel is very busy and has bends in it that make it unsafe for walking and cycling to access shops and rail links.
7. In 2017 Cornwall Council Highways completed a detailed survey for a “Safe Passageway” for walking and cycling from Callington to Roods Corner. However, the all-important final link to Carkeel was not done.

A lot of time and hard work was devoted to putting together a bid to fund the feasibility study. Invaluable help in this was given by Sustrans, Cllr Jesse Foot and Catherine Thompson (Community Link Officer). The work has now been finally rewarded with the offer of a grant from Cornwall Council’s Climate Change Fund to pay for the study. The exact amount would be confirmed.

Cllr Willey (Vice Chairman) thanked the BOTHER group for their hard work in securing funding and hoped that any cycle lane improvements would be of great benefit to the Community and a positive approach longer term to promoting such schemes.

Councillors **Resolved** to note this report. All agreed.

615 Councillor vacancy – Cllr Dave Willey (Vice Chairman)

Cllr Willey (Vice Chairman) advised that, following the re-advertising of the vacancy one application had been received.

Interviews to appoint a Councillor by co-option would take place at Item 617.

Councillors **Resolved** to note this report. All agreed.

616 Public Bodies

The Press and Public were requested to leave the Meeting due to the confidential nature of the following Agenda item.

617 Interviews for co-option of a Parish Councillor

Councillors interviewed the candidate applying for co-option to the Parish Council.

Mr Steve Malcolm immediately after the interview stated that upon reflection and mindful of his own personal commitments decided to withdraw his application for co-option.

Parish Councillors were reminded that the next ordinary election falls in May 2021 and that this would be borne in mind in respect to any further co-option process.

Councillors **Resolved** to note this report. All agreed.





618 Public Bodies

The Press and Public were re-admitted to the meeting.

619 Matters for information purposes only

None.

620 Clerk's items

The Clerk advised that the Council's website, maintained by WesternWeb, had been updated in order to meet the first stage of the Accessibility Act requirements. No further action was required at present.

The Schedule of Meetings for 2021 had been circulated to Councillors and the schedule will be posted to the website on 25<sup>th</sup> November 2020.

The Clerk pointed out that the Council had been in contravention of Section 19 of the Freedom of Information Act 2000 since the last local Elections 2017-2018 and that the following Policy addresses the situation. The Publication Scheme has been approved by the Information Commissioner.

The Parish Council were requested to review and approve the following policy:-

The Model Publications Scheme to be posted to the Council website.  
[www.botusfleming.org.uk](http://www.botusfleming.org.uk)

Proposed Cllr Fletcher, seconded Cllr Willey (Vice Chairman)

Councillors **resolved** to adopt the Policy mentioned above. All agreed.

621 Correspondence

Cllr Dave Willey (Vice Chairman) referred to a complaint which had been received and also the response from the Parish Council which had been posted to the Council's website.

Councillors **Resolved** to note. All agreed.

622 Date of next meeting

The next Meeting of the Council will be the Public Meeting on Wednesday 25<sup>th</sup> November 2020 at 7:30pm. This Meeting will take place by Virtual Remote Microsoft Teams.

The Parish Council would continue to follow any instruction from CALC concerning the Covid-19 situation in connection with forthcoming Public Meetings. The choice to meet face to face was now an option with safety guidelines applying.

Residents would be advised on the 24<sup>th</sup> November 2020 or sooner of arrangements for the Public Meeting 25<sup>th</sup> November 2020.

623 End of meeting 21:23

**Signed**..... **Date**.....  
**(Chairman)**



