



PUBLIC MEETING OF THE PARISH COUNCIL

Wednesday 27th January 2021 – VIRTUAL REMOTE MEETING

Present: Councillor Edwards (Chairman) & Willey (Vice Chairman)

Councillors Ellis, Fletcher, Oakes, Robinson, White.

Also in attendance: Christopher Cook - Parish Clerk & Responsible Financial Officer
Jesse Foot – County Councillor

Members of the public: 2 – Sam Tamlin – County Councillor (Saltash west ward) &
Martin Worth – Cllr & Chairman (Landulph Parish Council)

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 9th December 2020

660/2021 Chair's Welcome & Announcements

Cllr Edwards (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.

Cllr Edwards (Chairman) gave a vote of thanks to Cllr Willey (Vice Chairman) for stepping up to the position of Chairman at short notice to Chair the last 3 Public Meetings owing to the absence of the Chairman due to ill health.

661 Public participation

Cllr Martin Worth (Chairman – Landulph Parish Council) introduced himself and explained why he would be standing as a Conservative candidate for the County Councillor position from 6th May 2021 to represent Saltash, Trematon & Landrake as the new division for the area. Cllr Worth was interested in the activities of the Parish Council and how it operated.

Cllr Sam Tamlin (County Councillor – Saltash ward west) also wished to sit in on the Parish Council meeting to observe and also to participate in connection with the Roodscroft Planning Application(s), see Item 679.

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

662 To receive Apologies for Absence and approve the reasons given

No apologies.

Councillors **Resolved** to note.



663 Declarations of Interest

Cllr Oakes expressed a non-pecuniary interest in Item 679.

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

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

All noted and agreed.

664 Minutes of the Public Meeting 9th December 2020

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

Proposed Cllr Edwards (Chairman), seconded Cllr Ellis

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

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

No matters arising.

666 A Report from Cornwall Councillor Jesse Foot

Cllr Foot advised Councillors that at the full Cornwall Council meeting 19th January 2021, the remuneration Committee had reviewed and recommended an increase to the allowance for County Councillors. The Committee was aware that at the next Local elections in May 2021 the number of County Councillors would decrease from 123 to 87 and that this would cause a greater demand on the time of individual Councillors with the increase in divisions and the number of the electorate to represent. The Committee wished the allowance to be more attractive for forthcoming potential County Council candidates.

Cllr Foot advised that, at the moment, the Local Elections would proceed 6th May 2021 as planned, although with the Covid-19 restrictions in place, campaigning and 'door-knocking' Would be difficult. Cllr Foot advised the Parish Council that he would be standing as County Councillor for the Liskeard (South) & Dobwalls division in May.

Cllr. Ellis, on behalf of the Parish Council, thanked Cllr. Foot for all his support and attendance at the Botus Fleming Parish Council meetings, and wished him well for the future and with his campaigning.

As Cllr Foot had to leave the Public Meeting he requested to move Item 679 (Roodscroft) to be discussed now.

Councillors **Resolved** to move Item 679 to Item 666. All noted and agreed.

Cllr Oakes left the Microsoft Teams virtual Meeting.

Cllr Tamlin advised Councillors that he had personally dealt with the correspondence from the resident Mr Jarvis and acknowledged the noise impact survey which had been commissioned by the resident in connection with the Roodscroft development. The developments encapsulated recreational use and business use on the site.



Cllr Tamlin advised that Mr Jarvis had been in contact with Saltash Town Council, the County Councillor and the Planning Principal Development Officer, all of whom would have had access to the noise survey report. Saltash Town Council had, during the Planning Committee Meeting in December 2020, voted to support all the Roodscroft Planning Applications all of which carried the condition that the noise impact survey should be considered.

The Roodscroft developments all fall within the Saltash Town Council (North ward) boundary, a point clarified by the Principal Development Officer, although Cllr Tamlin pointed out that although Saltash Town Council were responsible for addressing the Planning Applications, it was the residents of Hatt that would be most affected by any decisions made.

Cllr Foot concurred, as did Cllrs. Edwards (Chairman), Fletcher & White, that enforcement issues regarding levels of noise at Roodscroft may arise in future and that Botus Fleming Parish Council should register their concerns on behalf of residents to mirror comments made by Saltash Town Council and to support information already with the Planning Officer.

Cllr Edwards (Chairman) noted that the Parish Council needed to be mindful of any development of the new area of land purchased by the new owners of the land at Cross Farm.

Action: Cllr Edwards to draft a letter for the Planning Officer to register the concerns of the Parish residents in respect to the amount of noise nuisance generated from the Roodscroft site.

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

Cllr Foot left the Public Meeting.

Cllr Oakes returned to the virtual Public Meeting

667 Finance

A Accounts for Payment

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

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

See also comment at Item 672(c) below

B Direct bank Payments & Receipts for information

Bank Receipts were reported as **£8,614.25** Total receipts 2020/2021 **£26,973.22**

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

C Bank reconciliation and Earmarked Funds (EMF)

The General Account balance was reported as **£21,306.04** and the Earmarked Funds as **£16,840.07**.

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

D Monthly budget monitoring balances report



Councillors **Resolved** to note the report.

E Public Works Loan Board Statement December 2020

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

668 Planning

New Planning Applications – None received

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

Planning Application Decisions – Three received

Application : **PA20 / 08718**
Proposal : Replacement of Sewage treatment plant
Location : Barn 1 The Worksop Hatt Saltash
Applicant : Mr Washburn
Grid Ref : 240405 / 62525

Planning Application **Approved** (with conditions) 11th December 2020

Application : **PA20 / 09647**
Proposal : Proposed single storey rear extension and internal alterations
Location : 4 Andrews Way Hatt PL12 6PE
Applicant : Mr Adam Coutts
Grid Ref : 239739 / 62045

Planning Application **Approved** (with conditions) 18th December 2020

Application : **PA20 / 09392**
Proposal : Proposed construction of two storey extensions to the east and west
of the dwelling together with associated internal and external alterations
Location : Oaklands Hatt PL12 6PP
Applicant : Mr Simon Richards
Grid Ref : 239997 / 62773

Planning Application **Approved** (with conditions) 22nd December 2020

Application : **PA19 / 05565**
Proposal : Proposed residential development comprising 4 affordable rent
2 bed bungalows and 4 open market dwellings (two 2-bed and
two 3-bed)
Location : Heckberry Barn Vollards Lane Hatt Saltash Cornwall PL12 6pt
Applicant : Mr & Mrs R Andrews

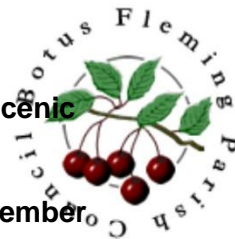
Planning Application **Refused** 9th December 2020

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

Planning Application for Information – One applicable

5 Day Protocol decision requested by Planning & Development 15th December 2020.

Conclusion – that the development would preserve the landscape and scenic beauty of the AONB (Revised Plans submitted)



Botus Fleming Parish Council responded to the 5 Day Protocol 18th December 2020.

Councillors Voted as follows:-

1. Agree with the Planning recommendation – 7 votes

2. Agree to disagree – 0 votes

3. Having made strong planning reasons to maintain original position against the recommendation, it is required that the Application is determined by the Planning Committee – 0 votes

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

Application : **PA21 / 00046 (see also PA20 / 09647)**

Proposal : Non Material Amendment for new window added to North elevation; main entrance door relocated on West elevation; flat roof to extension amended to pitched roof (Application number PA20/09647 dated 17th December 2020 relates)

Location : 4 Andrews Way Hatt Saltash Cornwall PL12 6PE

Applicant : Mr Adam Coutts

Grid Ref : 239739 / 62045

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

Planning Applications received after the Agenda published – None received

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

669 Neighbourhood Development Plan (NDP)
www.botusflemingandhattndp.com

Report deferred until 24th February 2021

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

670 Parish Plan

Report deferred until 24th February 2021

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

671 Recreation Field

The Clerk advised Councillors that the Commercial Property Standard Enquiries document and information regarding specific points relating to boundaries, access, services and drainage requirements had been completed and the forms returned to the Council's Solicitors. This information had also been circulated to all Councillors. The Memorandum of Sale (5th May 2020) contained the condition number 4 advising that the vendors requested that the Parish Council meet the stock proofing obligation, with the work completed within one month of the Contract completion.



Cllr Dave Edwards (Chairman) explained that a quote of £320 for the erection of a gateway on the southern boundary had been received. This stock proofing would consist of a gateway using posts and rail fencing with stock wire and plan wire. This work would be carried out immediately.

Cllr Edwards (Chairman) proposed that the expenditure be met from the existing Projects budget, and the (RFO) confirmed this course of action.

A Motion to finalise this proposal would appear on the Agenda for the Public Meeting 24th February 2021.

Proposed Cllr Edwards (Chairman), seconded Cllr Oakes.

Cllr Willey (Vice Chairman) noted that vans were still parking to obstruct the entrance to the Recreation Field and that a 'Please do not obstruct the entrance' notice would be placed.

Cllr Fletcher enquired as to whether access to the Meadow would remain in the future for dog walkers following the installation of a gate, as mentioned above. Cllr Edwards (Chairman) confirmed that there is no intention for the gate to be padlocked in the future.

Councillors **Resolved** to note this report and finalise the Motion 24th February 2021.
All agreed.

672 Councillors Reports

A Cllr Sally White - Maintenance

Monthly maintenance audit noted (report as circulated before the Meeting)

Cllr White explained that the monthly Audit report had been updated to include all Council Assets. Cllr White confirmed that, following the Clerk addressing the matter with Highways (Cormac), the grit bin in Hatt had now been replenished. See also Item 679 below, correspondence¹.

Cllr Ellis sought clarification as to the ownership of the bus shelter in Hatt, and the Clerk responded by stating that the shelter was listed as a Parish Council asset.

Cllr Ellis asked if it was possible to post information such as any future surveys and information from the BOTHER group. Councillors agreed but clarified that no general advertising would be permissible in the shelter as this could lead to litter being strewn around.

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

B Cllr Malcolm Fletcher – Bio diversity

Cllr Fletcher explained that given that 'Bio diversity' was a standing item on the Council's monthly Agenda, it would be appropriate that Botus Fleming Parish Council (BFPC) had a Bio diversity Policy. This would enable (BFPC) to ensure that its decisions, actions and policies in other areas supported and did not undermine its commitment to safeguard and enhance Bio diversity in the Parish.

Cllr. Fletcher then proposed the following Bio diversity Policy which had been circulated with the Agenda.



The Council will show that it has regard for conserving biodiversity if it has identified ways to integrate biodiversity when it:

1. Uses the extent to which the site and building design of planning applications benefit biodiversity through the conservation and integration of existing habitats or provision of new habitats, as one of the criteria for supporting the applications.
2. Endeavours to conserve the biodiversity of the land it manages. It will adopt practices beneficial for biodiversity regarding cutting and removal of vegetation, application of chemicals and timing of maintenance work.
3. Takes care to word the specification of ground maintenance contracts to ensure that the work, while reaching acceptable standards, does not harm the natural environment.
4. Works in partnership with other organizations to protect, promote and enhance biodiversity within the parish.
5. Raises, wherever possible, public awareness of biodiversity issues by means of, for example, community involvement in biodiversity projects in the parish, such as tree planting and maintenance, wildflower meadows, birdbox making.
6. Communicates information and raises awareness of biodiversity through its website and newsletters.

The Policy should be approved by the Parish Council.

The Policy would be considered for adoption at the Public Meeting 24th February 2021.

Proposed Cllr. Fletcher, seconded Cllr. Willey (Vice Chairman)

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

Action: Clerk to put Bio diversity into a Council Policy format for adoption 24/2/2021.

C Cllr Malcolm Fletcher – Climate Emergency (BOTHER)

Cllr Fletcher informed Councillors that BOTHER volunteers numbered around 8 including Cllr Ellis, who, in future would report to the Parish Council concerning BOTHER activities.

Cllr. Fletcher explained that the current Survey Monkey seeking responses from residents in connection the installation of a cycle path had revealed 548 responses to date, approximately 98% voting to confirm they thought that the scheme would benefit the community. A feasibility study, funded by Cornwall Council, for the proposed walk/cycle path is currently being carried out by Sustrans. Once completed, a meeting will be arranged with the Cornwall Council Transport Officer to discuss implementation.

Cllr Fletcher would at future Public Meetings report to the Parish Council concerning the Climate Change emergency aspect and describe what the working group are doing to offer practical solutions to promote the Cornwall carbon neutral response.

Cllr Edwards (Chairman) offered a sincere vote of thanks to the BOTHER working group, and particularly to Margaret Matthews, thanking her for the effort and commitment that she and her group were putting into this project.



The Clerk clarified a number of items concerning BOTHER expenditure. Firstly, that the general flyers would be financed from the Parish Council's Projects budget, and that, secondly, the Survey Monkey concerning a cycle path would be carried out under the Council's existing Survey Monkey licence. Both of these aspects demonstrated the Parish Council's support of BOTHER initiatives. Any future expenditure in connection with the BOTHER Newsletter would be financed from ear marked funds. See also comment at Item 667 (a) above.

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

D Cllr Dave Edwards (Chairman) – Cornwall Network Panel (CNP)

The next (CNP) is scheduled for 10th February, 2021, therefore the planned Parish Council Operations meeting will be moved to the 8th February 2021.

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

E Cllr Dave Edwards (Chairman) – Playing Field utilities

No report.

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

F Cllr Malcolm Fletcher – Bidwell Shrine

Cllr. Fletcher provided a photograph of the Bidwell Shrine protected behind railings, which was showing signs of neglect and would benefit from some minor restoration work.

The Bidwell Shrine is listed under Historic England 10E01/05089/10.

Cllr. Oakes informed Councillors that his family had kept the shrine tidy over many years.

Cllr. Fletcher suggested that careful removal of the ivy could be carried out again.

Cllr. Edwards (Chairman) suggested that perhaps the Community Action Team (CAT) could help with this endeavour when it was safe to do so under coronavirus restrictions.

Action: Parish Clerk to check with St.Mary's Parish Church as to ownership of the Bidwell Shrine

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

G Cllr Malcolm Fletcher – Newsletter

Cllr. Fletcher confirmed that the draft Newsletter sent to all Councillors before Christmas for comment could now be sent to print.

Cllr. Ellis confirmed that the Council's established printers Professional Business Supplies were able to carry the printing and editing of the Newsletter 1st February 2021.

Councillors agreed this course of action.

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

673 Code of Conduct 2020 review – LGA Model Code



The Clerk advised Councillors that all Councils in Cornwall had received a copy of the new model Code of Conduct as created by the Local Government Association (LGA). This follows a review of the ethical standards regime by the Committee on Standards in Public Life.

The Code is intended as guide for Councils and not a statutory Code.

A copy of the Code of Conduct review was circulated to all Councillors as the Standards Committee at Cornwall Council is now commencing a formal consultation process ending 18th February 2021.

The Code is arranged as follows:-

- Part 1 Application of the Code of Conduct
- Part 2 General obligations
- Part 3 Registering and declaring interests
- Part 4 Sensitive interests
- Part 5a Pecuniary interests
- Part 5b Non-registerable interests

The General principles of public life and the Code of Conduct for Members and Co-opted Members remains the same.

Cllr. Edwards (Chairman), a member of the Cornwall Council's Standards Committee, encouraged fellow Councillors and all Parish and Town Clerks to take part in the consultations and to voice their opinions.

The Society of Local Council Clerks (SLCC) are also involved in the consultation process and have responded in particular to a long standing problem of lack of respect between Councillors and Officers in Local Councils, involving bullying and harassment.

Cornwall Association of Local Councils (CALC) whether the single model for Cornwall should entail the Clerk holding a register of Councillors on outside bodies, including working groups such as lobby groups and Neighbourhood Development Plan (NDP), and extending the Code of Conduct to these Groups.

Sadly, there is still evidence of the bullying and harassing of Clerks which the Association of Local Council Clerks acknowledges occurs from un-elected members.

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

674 Matters for information purposes only

None

675 Clerk's items

The Clerk reported that the Grass Cutting Contract Procurement process was underway and that 3 expressions of interest had been received. A Tender Evaluation form would be devised by the Clerk in order that Tenders received could be evaluated under a closed

session at the next Public Meeting 24th February 2021. The deadline to receive quotations is the 1st February 2021.



Local Elections 2021 (information as previously circulated)

The Clerk advised Councillors that due to the Covid-19 situation, Local Elections due to be held 6th May 2021 could be postponed until the period June to September. The final date to make any amendment to the Local Elections date above is the 29th March 2021.

The Coronavirus instructions to Councils ends 7th May 2021, and Cornwall Association of Local Councils (CALC) have advised that the date is likely to be extended for an indefinite period and that Councils would be entitled to continue to hold Public Meetings by virtual remote. The Coronavirus Bill would be extended and Clerks await an update as to any change to the Regulations extending the 1972 Act. (CALC) have also advised that it would be permissible for the annual assembly (Annual Parish Meeting) to be rolled in with the Annual Meeting of the Parish Council. The decision would rest with individual Councils as to how they wish to deal with this aspect.

A movement to the Local Elections date in May would add further difficulties in dealing with the Council processes and likewise Audit deadlines. Further instructions from (CALC) and the external Auditors would be produced to reflect the Coronavirus Covid-19 situation in a few months.

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

676 Public Bodies

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

677 Interviews for co-option of a Parish Councillor

There were no candidates interviewed for co-option to the Parish Council.

Parish Councillors were reminded by the Clerk that the next Local Elections fall in May 2021 and that no further co-option process was permissible, as advised by Electoral Services.

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

678 Public Bodies

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

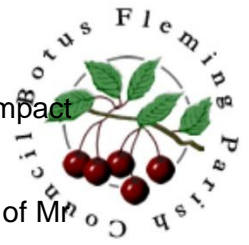
679 Correspondence

Letter – Amanda Loveridge (see Item 672 (A))

Letter – Chris Jarvis (see Item 666) and below

Yesterday (Wednesday 27th January 2021) Botus Fleming Parish Council (BFPC) at their Parish Council meeting had an opportunity to discuss the Roodscroft Planning Applications.

BFPC are aware that we were not asked to comment on the applications as the applicant's site falls within the Saltash Town Council area.



You will be aware that the applicant's site is adjacent to our parish and has a direct impact on our residents.

BFPC felt that we needed to forward our views and those of our residents and those of Mr Chris Jarvis (correspondence attached) and respond accordingly.

BFPC agreed that there are some strong and genuine concerns about noise nuisance at the applicant's site and the negative impact on the lives and well-being of Hatt residents. We believe that it was necessary to raise these concerns and make appropriate comments to Cornwall Council.

Two noise impact assessments have been completed. The noise surveys in the south western part of Hatt demonstrated that the locality to have relatively low background noise levels and were therefore vulnerable to noise impacting from the applicant's site. Condition 10 requires the mechanical sorting and processing of waste within the recycling shed. We believe that this condition needs to be complied with and enforced as the noise nuisance has a direct effect on the well-being and lives of our residents.

Motocross bikes can be used at present on land outside the waste site under permitted development rights. We believe that a condition should be imposed that prevents the use of motocross bikes on the applicant's site. Our supposition is that this can be justified as being reasonable against the unavoidable noise, dust and other impacts of the waste site on local residents.

A number of other important suggestions have been made to improve the suppression of noise and the impact of noise nuisance for our residents (e.g. the recommendation of the replacement of tonal sirens by "white noise sirens" on the applicant's site plant and vehicles) and BFPC believe that Cornwall Council should carefully consider each one.

Cornwall Council and our parish policies (Climate Emergency and Botus Fleming & Hatt Environmental Response (BOTHER)) strive to enhance and improve the lives of our population. By controlling and enforcing what can be reasonably necessary and expected for waste operations, it would reduce the impact of noise pollution and protect our residents.

David James Edwards

Chair

For and behalf of Botus Fleming Parish Council

28th January 2021

680 Date of next meeting

The next Meeting of the Council will be the Public Meeting on Wednesday 24th February 2021 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 23rd February 2021 or sooner of arrangements for the Public Meeting 24th February 2021.

681 End of meeting 21:15

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

