

Botus Fleming Parish Council

www.botusfleming.org.uk



Notice of the Public Meeting of the Parish Council

Members of the Public and the Press are invited to attend all Council meetings

(Public Bodies (Admission to Meetings) Act 1960)

Date: Wednesday 24th March 2021

Time: 7.30pm

Location: Virtual Meeting by remote access Microsoft Teams

To : Chairman & Parish Councillors

Chairman D Edwards

Councillors. M Ellis, M Fletcher, J Oakes, J Robinson, S White, & D Willey (Vice Chairman).

You are hereby summoned to attend the above meeting to consider the items of business.

(LGA 1972 sch.12 para.10(2))

Councillors will be discussing all the items as listed overleaf on the Agenda.

Christopher Cook (CILCA)

Christopher Cook

Clerk to the Council

8th March 2021

Under the Openness of Local Government Bodies Regulations 2014, any members of the public are allowed to take photographs, film and audio record proceedings and report on all public meetings (including on social media). No prior notification is needed but it would be helpful to let the Clerk know of any plans to film or record so that any necessary arrangements can be made to provide reasonable facilities to report on meetings. This permission does not extend to private meetings or parts of meetings which are not open to the public.

Should you wish to record the meeting, you are asked to act in a reasonable manner and not to disrupt the conduct of meetings by, for example, using intrusive lighting, flash photography, or in asking people to repeat statements for the benefit of the recording. Oral commentary may not be made during the meeting. The Chairman has the power to control public recording, and recording must be clearly visible to anyone at the meeting.

Please be aware that whilst every effort is taken to ensure that members of the public will not be filmed, we cannot guarantee this, especially if you are speaking or taking an active role. Members of the public will be permitted to speak for a period of 3 minutes. Please note that members of the public exercising their right to speak during Public Questions Time may be recorded.

The Parish Council recommend that any questions for Members should be submitted in writing to the Parish Clerk 24 hours before the Meeting and that responses may be put in writing at a later date.

Parish Clerk & Responsible Financial Officer
24 Rashleigh Avenue - Saltash - Cornwall - PL12 4NS
Tel. 07523 005414
clerk@botusfleming.org.uk

7.30pm – Item 703 below (Public Bodies (Admission to Meetings) Act 1960 s.1 extended by LG Act 1972 s.100)

Questions and comments from members of the public (limited to 15 minutes in total)

This provides an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chairman) to participate before the start of the meeting by asking questions, raising concerns or making comments on matters affecting Botus Fleming and Hatt. No decision can be taken during this session*, but the Chairman may decide to refer matters raised for further consideration. Items of a sensitive nature are not discussed in public and the Council passes a resolution under the above Act

* Councils cannot lawfully decide items of business that are not specified in the Summons/Agenda (LGA1972 Sch.12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88Ch.119

Agenda | 24 March 2021

702/2021 Chair's Welcome & Announcements

Health and Safety housekeeping announcement,
Recording of Meetings – Please notify the Chair if you are intending to record this meeting.

703 Public participation

704 To receive Apologies for Absence and approve the reasons given.
(LGA 1972 s.85 (1))

705 Declarations of interest

Parish Councillors will be asked to make any declarations of interest in respect of items on this Agenda. Items A to C accord with the requirements of the Parish Council's Code of Conduct and Item D accords with the Localism Act 2011 s33(b-e). This does not preclude any later declarations.

A. Pecuniary/Registerable Declarations of Interests – Members must declare an interest, which has been declared on their Register of Financial Interests Form, relevant to this Agenda.

B. Non-registerable Interests – Members must declare non-pecuniary interests at the start of the meeting or whenever the interests become apparent.

C. Declaration of Gifts – Members must declare any gift or hospitality with a value in excess of £50.

D. Dispensations – Members to consider any written requests for dispensations.

706 To approve and sign as a correct record the draft Minutes of the Public Meeting of the Parish Council held on Wednesday 24th February 2021 (virtual remote meeting).
(LGA 1972 sch.12.para 41(1))

707 Matters arising from the Minutes for report purposes only.

708 A Report from Cornwall Councillor Jesse Foot

709 Finance

A Accounts for Payment.

Members are asked to note the following items of expenditure for the month of **March 2021**.

Date	Payee	Description	BACs ref.	£
24/03/2021	Christopher Cook	Salary	BACS119	239.78
24/03/2021	HMRC	PAYE	BACS120	60.00
24/03/2021	Christopher Cook	Office allowance contractual	BACS121	52.00
24/03/2021	SLCC	Clerks' training seminar	BACS122	54.00
24/03/2021	WesternWeb	Website domain name NDP renewal	BACS123	80.40
24/03/2021	Nicholls & Sainsbury solicitors	Professional fees - land purchase	BACS124	1,317.53
24/03/2021	BMS Landscaping	Grass cutting (March)	BACS125	120.00
24/03/2021	Public Works Loan Board	Loan Repayment* & Admin fee	N/A	2,757.22
		* outturn from Dec 2020		
All BACs payment amounts today				£ 4,680.93

B Direct bank Payments & Receipts for information

All bank receipts for this period **£0.00** Total receipts 2020/2021 are **£26,973.22**

Date 24th March 2021

Botus Fleming PC Current Year 2020/2021

Period 12

Receipts & Payments statement as at 24/03/2021

Bank Statement Account Name(s)	Statement Date	Amount	Balances
Current Account - Lloyds A/c 1	24/03/2021		18,218.87
Business Reserve Account - Lloyds A/c 2	24/03/2021		8,754.35
Lloyds A/c 2 = Earmarked Funds *			
Total Receipts			26,973.22

Available General Funds from 31/03/2020				12,548.55
Add - Receipts during April				9,746.08
Less - Payments made A/c1 - April				1,198.52
Less - Payments made A/c1 - May				1,884.38
Less - Payments made A/c1 - June				809.92
Less - Payments made A/c1 - July				1,681.99
Less - Payments made A/c1 - Aug				951.71
Less - Payments made A/c1 - Sept				1,060.44
Add - Receipts during September				8,472.79
Less - Payments made A/c1 - Oct				664.97
Less - Payments made A/c1 - Nov				744.21
Less - Payments made A/c1 - Dec				465.24
Less - PWLB loan instalment / admin,fee				2,757.22
Less - Payments made A/c1 - Jan				807.02
Less - Payments made A/c1 - Feb				1,714.25
Less - Payments made A/c1 - Mar				1,923.71
General Funds as per Bank Statement				14,103.84

Movement on A/c1 April to March	Receipts	Payments	Movement +/-
Receipts against Payments	18,218.87	16,663.58	1,555.29

1st Precept payment due 7/4/20

£8,080.38

2nd Precept payment due 7/9/20 £8,080.37

07/04/2020 Receipt A/c1		Cornwall Council		Precept April 2020	8,000.00
07/04/2020 Receipt A/c1		Cornwall Council		CTS Grant April 2020	80.38
07/04/2020 Receipt A/c1		HMRC		Vat recovery claim	1,665.70
01/09/2020 Receipt A/c1		Cornwall Council		Contract funding	392.42
14/09/2020 Receipt A/c1		Cornwall Council		Precept April 2020	8,000.00
14/09/2020 Receipt A/c1		Cornwall Council		CTS Grant April 2020	80.37
					18,218.87

24/03/2021 Earmarked Funds receipts *					
Big Event / Christmas Fayre		Account 2		Receipts	0.00
Big Event / Assets		Account 2		Receipts	0.00
Sports & Recreation		Account 2		Receipts	140.10
BOTHER Climate emergency		Account 2		Receipts	8,614.25
Neighbourhood Development Plan (NDP)		Account 2		Receipts	0.00
RFO 24th March 2021					8,754.35

C Bank reconciliation and Earmarked Funds (EMF) balances at 24th March 2021

Date 24th March 2021

Botus Fleming PC Current Year
2020/2021

Period 12

Bank Reconciliation statement as at 24/03/2021
for Cashbook - Current A/c 1 & Business Reserve A/c 2

Bank Statement Account Name(s)	Statement Date	Amount	Balances
Current Account - Lloyds A/c 1	24/03/2021		14,103.84
Business Reserve Account - Lloyds A/c 2	24/03/2021		16,788.76
A/c 2 = Earmarked Funds *			
Total balance			30,892.60

Unpresented Cheques (Minus)	0.00	0.00
		30,892.60
Receipts not banked / Cleared (Plus)	0.00	0.00
		30,892.60
	Balance per Cash Book is :-	30,892.60
	Difference is :-	0.00
General Funds as per Bank Statement	Available General Funds	14,103.84

24/03/2021 Earmarked Funds *		
Big Event / Christmas Fayre		3,285.52
Big Event / Assets		1,400.00
Sports & Recreation		1,921.64
BOTHER emergency response		8,814.25
BOTHER Newsletter/Flyer payment		-51.31
Neighbourhood Development Plan (NDP)		1,418.66
RFO 24th March 2021		16,788.76

D Monthly budget monitoring balances at 24th March 2021

Summary Expenditure Account
Year ended 31st March 2021
Monthly Budget monitoring

Botus Fleming Parish Council

YEAR END 2020-2021
Period 12 - March

Lloyds Current Account A/c 1 - 38772468	Budget 2019 2020 *	Payments 2019 2020	Budget 2020 2021 *	Payments at 24/3/21	Budget available
Expenditure					
Clerk's Salary & Locum expenses	4,000	3,000	4,000	3,277	723
HMRC	0	742	700	818	-118
				4,095	
General & Administration					
Postage & Admin.	400	446	400	529	-129
Legal & Website	650	981	500	654	-154
Legal - Recreation Field Lease	0	0	1,500	1,138	362
Elections & Adverts	0	0	0	0	0
Training & Expenses & Subscriptions	1,200	1,043	800	824	-24
				3,145	
Contracts					
Grasscutting	4,250	2,950	4,250	2,897	1,353
Insurance	1,000	837	1,000	709	291
Rent #	2,150	2,170	2,500	0	2,500
Maintenance & equipment	200	253	500	516	-16
				4,122	
Other Payments					
Grants & Donations	650	325	650	600	50
Projects & Newsletter	300	910	1,000	698	302
Big Event *	1,400	1,657	1,400	0	1,400
Neighbourhood Dev. Plan *	250	0	250	0	250
Budget other *	3,100	2,106	2,850	0	2,850
Loan repayment & admin.fee #	0	0	0	2,757	-2,757
Vat recoverable amount	0	1,665	0	0	0
				4,055	
* includes Projects, Bother & (CAT)					
Total Budget £4,500					
Total Payments	19,550	19,085	22,300	15,417	6,883
Vat amount to date 2020 2021				1,245	

RFO 24th March 2021

E Public Works Loan Board - Loan Statement 24th March 2021

Date 24th March 2021

Botus Fleming PC Current Year 2020/2021

Period 12

Loan Payments statement
for Cashbook - Current A/c 1

Bank Statement Account Name(s)	Statement Date	Loan advance	Payments Principal & Interest	Balance to pay
Current Account - Lloyds A/c 1	24/03/2021			

PWLB Loan advance 24/06/2020*		69,975.00		
Direct Debit payment – 24/12/20			2,732.22	67,242.78
Total Loan amount outstanding				67,242.78

* PWLB less loan admin fee £25

710 Planning

New Planning Applications – None received

Application link <http://planning.cornwall.gov.uk/online-applications>

Planning Application Decisions – One received

Application : **PA21 / 00460**

Proposal : Proposed single storey rear extension with raised patio

Location : 90 Sunnybanks Hatt PL12 6SA

Applicant : Mr D Kanaki

Grid Ref : 239636 / 61896

Planning Application **Approved** with conditions 12th March 2021

Planning Application – For information

Planning Application received after the Agenda issue – To be advised

711 Neighbourhood Development Plan – Cllr Dave Edwards (Chairman)

www.botusflemingandhattndp.com

Report deferred until 28th April 2021

712 Parish Plan - Cllr Dave Edwards (Chairman)

Report deferred until 28th April 2021

713 Recreation Field - Cllr Dave Edwards (Chairman)

714 Councillor Reports

- A Asset Audit - Cllr Sally White
- B Bio diversity - Cllr Malcolm Fletcher
- C Climate change emergency - Cllr Malcolm Fletcher
- D BOTHER - Cllr Mervyn Ellis
- E Big Event / VE day - Cllr Dave Edwards (Chairman)
- F Signage in the Parish - Cllr Dave Edwards (Chairman)

715 Clerk's items

Grass cutting contract 1st April 2021 to 31st March 2025

Annual Parish Meeting (APM) 28th April 2021

Annual Meeting of the Parish Council (AMPC) 17th May 2021

716 Correspondence

716 (i)

Dear Christopher,

I am contacting you to enquire whether any action could be taken by the Parish Council to improve community facilities within the two villages.

My first suggestion is that improvements ought to be made to the accessibility of the entrance to the Post Office and shop. Some years ago, when it was temporarily closed, I contacted a Councillor to suggest that it would be of benefit to the more elderly and less able members of the community if either a sloped ramp, improved steps and/or handrail was installed in place of the rather dangerous, uneven height steps which currently serve as access. The current handrail disappears behind the shed and is inaccessible. The fairly new door with its temporary step arrangement is also not disabled-friendly. If the Parish Council was able to direct some funds towards improvements, I am willing to use my architectural design skills to measure up and design something which would mean that those who are infirm on their feet are not disadvantaged from accessing the only shop in the village. It may be that a voluntary effort could be mobilised to improve matters. Re-positioning the posting box at the same time might also be of some benefit to the shopkeeper as I believe this has been used in the past to access the roof and break into the shop. Perhaps the Parish Council could look into it.

Also, it seems to me that during lockdown it would have been good to have use of a small community bookstall, operated on a swap-shop basis. Unfortunately, the existing phone box which used to stand in Carlton Villas was removed a few years ago but would it be beneficial for the Council to purchase another one (I believe they only cost £1 or so) and re-erect it so that it could be re-purposed - as the one in Pillaton? It could be located at a "hub" either adjacent to the bus-stop or at the Botusfleming crossroads? I'm sure someone in the village would be willing to use their machinery to install it...Alternatively, could the Church Council be persuaded to open the church hall lobby - whilst securing the inner door - to enable some bookshelves to be put up, which would be accessible to the community? It was such a shame when the mobile library stopped visiting, and I'm sure it would be well used.

I look forward to your comments.

Yours sincerely,
Lisa Cooper
Touchstone Botusfleming

716 (ii)

Botus Parish Council 24/2/21 Bidwell Cottage PI12 6NJ

Dear Council members would it be possible to discuss the traffic and speed of it coming down and up through the village? I am finding this more and more dangerous whilst out walking with dog and husband on a mobility scooter. Was wondering if it would be possible to have a sign at crossroads saying no through traffic as it seems most of traffic coming up and down from there is from Landulph being used as a rat run and they have got so used to using it they now use speed to a dangerous level, and this is causing myself and other walkers great concern as we are not as quick as we used to be.

I look forward to your comments.

Yours, Wilma Oakes

716 (iii)

Good evening Dave,

Sorry to have to e mail you yet again but there seem to be things of concern happening all around us here. On this occasion it is about the playing field which we have spoken about before.

Because we live down a private drive, all of us who live down Cross Farm lane have to place our waste and recycling for collection at the lane entrance. Yesterday, I went up to collect my

containers to find myself blocked by no less than three parked cars [photos below]. I therefore had to stop in the road by the entrance to the recreation area to pick up my dustbin. The two cars were also obstructing the recycling wagon from emptying our recycling waste as shown in the photos.

This is not a happy situation on this corner as delivery drivers in particular are not as careful as the rest of us. A road blockage is also a potential nuisance to others. If pedestrians are about here, such congestion could present potential hazard.

Similarly, a few days ago while returning home, I was once again presented with a large van parked in the narrows obliging me to approach the corner directly in the face of any oncoming traffic by the entrance to 1, Orchard Villas and the playing field entrance.

As usual on these occasions the gate to the playing field was locked shut which causes this congestion and potential hazard. BFPC is on notice of this.

The playing field obtained planning permission on the basis that an adequate car parking area was provided. The implication was that that this parking area would be made available for those users of the recreation area who needed it. For years this parking facility has only been available for organised groups, normally young football teams and the annual fete. While this has been a bit of a nuisance to be borne by us [together with other impacts of the field uses], in recent times - coinciding with permission for dog walking - this problem has noticeably increased in frequency and number of vehicles. The recreation area active use has been extended into the adjacent field for dog walking in the last year or so.

I have raised the proposal for an arrangement to be made for the playing field gate to be open during the day - even during certain appropriate hours - but this has not been formally considered by the Parish Council. BFPC has formally only considered a sign to avoid the gateway being obstructed - better than nothing but unlikely to be fully effective. Now that the recreation area is in the course of purchase by our community - which is also paying for a gate to preserve the dog walking use in future; and there is hope for a pavilion etc in future - it is surely time for our community to recruit a warden to manage the day to day use of the field. Perhaps a dog walker [some commercial] would like to do it in exchange for using the facility commercially? Alternatively, a modest wage should be adequate.

I am not alone in feeling that neighbours' tolerance is being exploited and in seeking greater fairness in the administration of the recreation facility.

On that note I will come back to you if I may concerning the unneighbourly placement of the westernmost football goal post very close up to the boundary and frontage of Dovecote Barn. This is an appalling imposition and is far from what BFPC envisaged when planning permission was granted with the pitch oriented north/south. Even when the juniors' pitch was first created the western goal post was some distance from the boundary. If the teams want a bigger pitch then surely it is only fair and right that it should be north south and a reasonable distance from the western boundary. This matter has already been raised some time ago with Councillor Willey but we have not heard back and the goal remains in place.

I would be grateful for these items could be placed on the agenda for discussion by BFPC please. More detail will be forwarded concerning the football arrangements.

I welcome discussion of these matters if that would be helpful. In supporting the playing field I have always assumed [I think reasonably] that BFPC would act sympathetically to all neighbours of the facility.

Kind regards,

Chris

716 (iv)

To Parish Council

Kornell Botus Fleming 02-02-21

I would like to request a "no through road" to be situated at the cross roads in Botus Fleming because since we have had lockdown the traffic has increased but it is the speed that the vehicles travel and they do not give you much time to move out of the way and before long someone will be knocked over.

Mary Owen (Mrs)

717 Date of next meeting.

The next Meeting of the Council will be the Annual Parish Meeting on Wednesday 28th April 2021. This Meeting will be held at 6:30pm at the St Mary's Church hall (covid safe). The Meeting is for all residents, and will be followed immediately by the Public Meeting starting at 7:30pm.

718 End of meeting

