

Botus Fleming Parish Council

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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 25th August 2021

Time: 7.30pm

Location: St Marys Church Hall, Botus Fleming

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

9th August 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 802 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 | 25 August 2021

801/2021 Chair's Welcome & Announcements

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

802 Public participation

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

804 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.

805 To approve and sign as a correct record the draft Minutes of the Public Meeting of the Parish Council held on Wednesday 28th July 2021.
(LGA 1972 sch.12.para 41(1))

806 Matters arising from the Minutes for report purposes only.

807 A Report from Cornwall Councillor Martin Worth

A Accounts for Payment.

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

Payments Schedule**25 August 2021****Period 5**

Date	Payee	Description	BACs ref.	£
25/08/2021	Christopher Cook	Salary	BACS150	239.78
25/08/2021	HMRC	PAYE	BACS151	60.00
25/08/2021	BMS Landscaping	Grass cutting (Aug)	BACS152	404.40
All BACs payment amounts today				£ 704.18

B Direct bank Receipts & Payments for information

All bank receipts for this period **£3,570.57** Total receipts 2021/2022 are **£16,204.00**

Date 25th August 2021

Botus Fleming PC Current Year 2021/2022

Period 5

Receipts & Payments statement as at 25/08/2021

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	25/08/2021		11,326.20
Business Reserve Account - Lloyds A/c 2	25/08/2021		4,877.80
Lloyds A/c 2 = Earmarked Funds *			
Total Receipts			16,204.00

Available General Funds from 31st March			14,103.84
Less - Payments made A/c1 - Apr			2,383.23
Add - Receipts during April			11,326.20
Less - Payments made A/c1 - May			1,989.66
Less - Payments made A/c1 - June			1,277.38
Less - Payments made A/c1 - June - Loan			2,732.22
Less - Payments made A/c1 - July			1,119.98
Less - Payments made A/c1 - August			704.18
Less - Transfer from A/c1 to A/c2			3,405.00
Less - Payments made A/c1 - Sept			0.00
Add - Receipts during September			0.00
Less - Payments made A/c1 - Oct			0.00
Less - Payments made A/c1 - Nov			0.00
Less - Payments made A/c1 - Dec			0.00
Less - Payments made A/c1 - Jan			0.00
Less - Payments made A/c1 - Feb			0.00
Less - Payments made A/c1 - Mar			0.00
General Funds as per Bank Statement			11,818.39

Movement on A/c1 August	Receipts	Payments	Movement +/-
Receipts against Payments	11,326.20	10,206.65	1,119.55
Precept payment due 7/4/21 £10,000.00			
Precept payment due 7/9/21 £10,000.00			
07/04/2021 Receipt A/c1	Cornwall Council	Precept April 2021	10,000.00
07/04/2021 Receipt A/c1	Cornwall Council	CTS Grant April 2021	80.39
09/04/2021 Receipt A/c1	HMRC	Vat recovery claim	1,245.81
14/09/2021 Receipt A/c1	Cornwall Council	Precept April 2021	0.00
14/09/2021 Receipt A/c1	Cornwall Council	CTS Grant April 2021	0.00
			11,326.20

25/08/2021 Earmarked Funds receipts *			
Big Event / Christmas Fayre	Account 2	Receipts	72.00
Big Event / Assets	Account 2	Receipts	0.00
Playground equipment fund	Account 2	Receipts	4,805.80
Sports & Recreation	Account 2	Receipts	0.00
BOTHER Climate emergency	Account 2	Receipts	0.00
Neighbourhood Development Plan (NDP)	Account 2	Receipts	0.00
RFO 25th August 2021			4,877.80

C Bank reconciliation and Earmarked Funds (EMF) balances at 25th August 2021

Bank Reconciliation statement as at 25/08/2021
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	25/08/2021		11,818.39
Business Reserve Account - Lloyds A/c 2	25/08/2021		25,071.56
A/c 2 = Earmarked Funds *			
Total balance			36,889.95

Unpresented Cheques (Minus)	0.00	0.00
		36,889.95
Receipts not banked / Cleared (Plus)	0.00	0.00
		36,889.95
	Balance per Cash Book is :-	36,889.95
	Difference is :-	0.00
General Funds as per Bank Statement	Available General Funds	11,818.39

25/08/2021 Earmarked Funds *		
Big Event / Christmas Fayre		3,762.52
Big Event / Assets		1,400.00
Playground equipment fund		4,805.80
Sports & Recreation		1,921.64
BOTHER emergency response		8,762.94
Local Elections Fund 2025		3,000.00
Neighbourhood Development Plan (NDP)		1,418.66
RFO 25th August 2021		25,071.56

Councillors are to **note** the following transfers from Bank Account 1 to Bank Account 2:
 £3,000.00 to Earmarked Funds – Local Elections 2025
 £405.00 Recovery of Big Event Vat amount for 2019/2020

D Monthly budget monitoring balances at 25th August 2021

Summary Expenditure Account Year ended 31st March 2022
 Monthly Budget monitoring

YEAR END 2021-2022
Period 5 - August

Lloyds Current Account A/c 1 - 38772468	Budget 2020 2021 *	Expendit ure 2020 2021	Budget 2021 2022 *	Expendi ture as at 25/8/21	Budget availab le
Expenditure					
Clerk's Salary & Locum expenses	4,000	3,277	3,750	1,380	2,370
HMRC	700	818	686	346	340
				1,726	
General & Administration					
Postage & Admin / Office allowance	400	529	350	94	256
Legal & Website	500	654	500	190	310
Legal - Recreation Field	1,500	1,138	50	50	0
Elections & Adverts (see EMF A/c2)	0	0	3,000	0	3,000
Training & Expenses & Subscriptions	800	824	800	374	426
				708	
Contracts					
Grass cutting	4,250	2,897	4,250	2,023	2,227
Dog bin cleansing			700	216	484
Insurance	1,000	709	1,000	710	290
Loan Repayments	2,500	2,757	5,464	2,732	2,732
Maintenance & Equipment	500	516	500	0	500
				5,681	
Other Payments					
Grants & Donations	650	600	300	0	300
Newsletter printing	1,000	698	400	75	325
Projects & CAT	2,850	0	1,000	1,200	-200
Big Event *	1,400	0	1,000	0	1,000
Neighbourhood Dev. Plan *	250	0	250	0	250
BOTHER	0	0	500	0	500
Vat recoverable amount^					
^see Receipts £1,245.81				1,275	
* includes Projects, Bother & (CAT)					
Total Budget £4,500					
Total Payments	22,300	15,417	24,500	9,390	15,110
Vat amount to date 2021 2022				816	

RFO 25th August 2021

E Public Works Loan Board - Loan Statement 25th August 2021

Date 25th August 2021

Botus Fleming PC Current Year 2020/2021

Period 5

Loan Payments statement
 for Cashbook - Current A/c 1

Bank Statement Account Name(s)	Statement Date 25/08/2021	Loan advance	Payments Principal & Interest	Balance to pay
Current Account - Lloyds A/c 1	24/06/2020			
PWLB Loan advance 24/06/2020*		70,000.00		
Direct Debit payment - 24/12/2020			2,732.22	67,267.78
Interest 2019/2020		735.00		
Direct Debit payment - 24/06/2021			2,732.22	65,270.56
Interest 2020/2021		714.03		
Total Loan amount outstanding				65,984.59

* PWLB less loan admin fee £25

809 Planning

New Planning Applications – None received

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

Planning Application Decisions – Four received

Application PA21 / 05836

Proposal Single storey rear extension

Location 14 Carlton Villas A388 Between Junction south of the Cardinals Hatt and Hatt Roundabout Hatt PL12 6PS

Applicant Mr & Mrs Cox

Grid Ref 239739 / 61996

Approved with conditions 30th July 2021

Application PA21 / 03618

Proposal Replacement conservatory

Location Bicton Farmhouse, road from junction south of West Kingsmill to Hazelmere Hatt PL12 6NA

Applicant Mr & Mrs Hamish Anderson

Grid Ref 239949 / 62268

Approved with conditions 3rd August 2021

Application PA21 / 05405

Proposal Rear extension

Location 6 Sunnybanks Hatt PL12 6SA

Applicant Mr R Dickson

Grid Ref 239505 / 61987

Approved with conditions 5th August 2021

Application PA21 / 02720

Proposal Construction of building for storage and distribution (B8) and installation of soakaways and septic tank

Location Land South of Roodscroft Hatt PL12 6PJ

Applicant Mr Simon Congdon

Approved with conditions 30th July 2021

Planning Application – For information – None received

Planning Application received after Agenda has been issued – To be advised

810 Neighbourhood Development Plan – Cllr Dave Edwards (Chairman)

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Report deferred until 22nd September 2021

811 Parish Plan - Cllr Dave Edwards (Chairman)

Report deferred until 22nd September 2021

812 Recreation Field - Cllr Dave Edwards (Chairman)

813 Councillor Reports (Reports A to D previously circulated)

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 Signage in the Parish - Cllr Dave Willey (Vice Chairman)

F Playground equipment fund - Cllr Dave Edwards (Chairman)

G Post Office - Cllr Dave Edwards (Chairman)

814 Clerk's items

None

815 Public Bodies (Admission to Meetings) Act 1960

To **resolve** that pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 the public and press leave the meeting because of the confidential nature of the business to be transacted.

816 Interviews for the co-option of a Parish Councillor

817 Public Bodies (Admission to Meetings) Act 1960

To **resolve** that the public and press be re-admitted to the meeting.

818 Correspondence

818 (i)

Dear Chris

We have had a BOTHER meeting this week, and following discussions our group would like to request that BFPC reconsiders its previous decision not to produce an NDP, as any future planning/funding applications for a walk/cycle way may carry more weight if there was support for it in a formal transport policy. If the PC agrees, perhaps the results of the BOTHER survey undertaken in January could be incorporated somehow? Could this be an agenda item for next month please?

Thank you,

Best wishes

Margaret Matthews (for BOTHER)

818 (ii)

Dear Chris,

I hope you and all the Parish Councillors are well.

At the Big Cleanup event on the playing field a few weeks ago, we were kindly loaned the use of St. Dominic Litterati litter picking equipment, which certainly gave us some equipment envy! Would the PC please consider the purchase of litter pickers and hoops, for CAT and general Parish use.

I would recommend ordering similar to the Litterati as I feel they are probably the best quality, for ease of use and longevity.

10 Pickers and 10 hoops...approx £300.

And I reckon we would use minimally 6 of each.

8 or 10.....ideal.

(I have attached some pics of order info.)

Many Thanks

Becky Escott.

818 (iii)

Dear Mr Cook,

I was pleased to hear for the first time at the last Council meeting in a passing remark by the Chairman that BFPC is to "alter" the football pitch although no details of pitch alterations were forthcoming then or in the minutes of proceedings. In its response to my agenda submission I learn from BFPC that the size of the football pitch is to be "reduced" as if it is general knowledge. It is good news if the size reduction effectively ameliorates the excessive impact of football on the residents of Dovecote Barn. Mr & Mrs Chapman are anxious to know and I have no idea what change is intended although I guess that the anti-traveller security groundworks now being discussed may well have some impact on the pitch.

I am also pleased to note that BFPC has not precluded moving the present football pitch in the future by leaving the matter open. I very much agree with BFPC that a pitch for youngsters is more appropriate than an adult pitch as per my submissions to BFPC dated 22 April, 8 June and 13 July, all of which envisage a reoriented pitch using the present Juniors' dimensions.

I am greatly saddened by BFPC's successive responses to my attempts to help my new neighbours by achieving a substantial and permanent improvement in the football arrangements with minimum delay. I must acknowledge one or two small, but helpful, measures agreed however I stand by everything that I have said in writing or verbally. It is now for Mr & Mrs Chapman to decide how to proceed if, as it seems, problems continue. The litany of criticisms of carefully selected parts of my past correspondence in BFPC's minutes tells its own story for those who read between the lines and do not believe everything they read. Again it is sad and rather extraordinary. I do not feel that a detailed response is justified except as above and as follows, both of which examples are, perhaps, illustrative.

My proposed very basic outline layout for the recreation area that BFPC refers to in its response to me has reasoning for it in my associated letter. Such an outline seems necessary, especially when funding and installation of up to £25,000 worth of equipment is now being sought; Big Event funds are being accumulated with a community centre building in mind; the football pitch is being altered; and there is no other proposed layout plan so that facilities can be efficiently integrated over time.

My proposal is simply the suggestion of one parishioner for consideration by BFPC and fellow parishioners as matters progress.

Yours sincerely,

Chris Jarvis

819 Date of next meeting.

The next Meeting of the Council will be the Public Meeting on Wednesday 22nd September 2021. This Meeting will be held at 7:30pm at the St Mary's Church Hall (covid safe).

820 End of meeting