

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 November 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, M Solomon, 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
15th November 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 856 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 November 2021

855/2021 Chair's Welcome & Announcements

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

856 Public participation

857 Presentation by Will Glassup - Highways & Env. Manager

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

859 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.

860 To approve and sign as a correct record the draft Minutes of the Public Meeting of the Parish Council held on Wednesday 27th October 2021. (LGA 1972 sch.12.para 41(1))

861 Matters arising from the Minutes for report purposes only.

862 A Report from Cornwall Councillor Martin Worth

863 Finance

A Accounts for Payment.

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

Payments Schedule

24 November 2021

Period 8

Date	Payee	Description	BACs ref.	£
24/11/2021	Christopher Cook	Salary	BACS167	239.78
24/11/2021	HMRC	PAYE	BACS168	104.80
24/11/2021	Christopher Cook	Annual Leave payment	BACS169	180.04
24/11/2021	Ren Jackaman	Locum Parish Clerk expenses	BACS170	56.10
24/11/2021	SLCC	Membership renewal	BACS171	95.00
24/11/2021	WesternWeb	Renewal NDP domain name	BACS172	36.00
24/11/2021	Bell Brush	Litter tongs and bags	BACS173	317.40
24/11/2021	Cornwall CALC	Code of Conduct Councillor training	BACS174	24.00
24/11/2021	Cllr. D Edwards	Remembrance wreath	BACS175	21.98
All BACs payment amounts today				£ 1,075.10

B Direct bank Receipts & Payments for information

All bank receipts for this period **£1,997.69** Total receipts 2021/2022 are **£32,781.85**.

Date 24th November 2021

Botus Fleming PC Current Year 2021/2022

Period 8

Receipts & Payments statement as at 24/11/2021

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	24/11/2021		21,406.59
Business Reserve Account - Lloyds A/c 2	24/11/2021		11,375.26
Lloyds A/c 2 = Earmarked Funds *			
Total Receipts			32,781.85

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				1,383.38
Add - Receipts during September				10,080.39
Less - Payments made A/c1 - Oct				1,445.69
Less - Payments made A/c1 - Nov				1,075.10
Less - Payments made A/c1 - Dec				0.00
Less - Payments made A/c1 - Dec - Loan				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					17,994.61

Movement on A/c1 November		Receipts		Payments	Movement +/-
Receipts against Payments		21,406.59		17,515.82	3,890.77

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	10,000.00
14/09/2021 Receipt A/c1		Cornwall Council		CTS Grant April 2021	80.39
					21,406.59

24/11/2021 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	11,253.26
Sports & Recreation		Account 2		Receipts	50.00
BOTHER Climate emergency		Account 2		Receipts	0.00
Neighbourhood Development Plan (NDP)		Account 2		Receipts	0.00
RFO 24th November 2021					11,375.26

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

Bank Reconciliation statement as at 24/11/2021
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	24/11/2021		17,994.61
Business Reserve Account - Lloyds A/c 2	24/11/2021		31,569.02
A/c 2 = Earmarked Funds *			
Total balance			49,563.63

Unpresented Cheques (Minus)	0.00	0.00
		49,563.63
Receipts not banked / Cleared (Plus)	0.00	0.00
		49,563.63
	Balance per Cash Book is :-	49,563.63
	Difference is :-	0.00
General Funds as per Bank Statement	Available General Funds	17,994.61

24/11/2021 Earmarked Funds *		
Big Event / Christmas Fayre		3,762.52
Big Event / Assets		1,400.00
Playground equipment fund		11,253.26
Sports & Recreation		1,971.64
BOTHER emergency response		8,762.94

Local Elections Fund 2025		3,000.00
Neighbourhood Development Plan (NDP)		1,418.66
RFO 24th November 2021		31,569.02

D Monthly budget monitoring balances at 24th November 2021

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

YEAR END 2021-2022 Period 8 - November

Lloyds Current Account A/c 1 - 38772468	Budget 2020 2021 *	Expenditure 2020 2021	Budget 2021 2022 *	Expenditure as at 24/11/21	Budget available
Expenditure					
Clerk's Salary & Locum expenses	4,000	3,277	3,750	2,335	1,415
HMRC	700	818	686	570	116
				2,905	
General & Administration					
Postage & Admin / Office allowance	400	529	350	206	144
Legal & Website fees	500	654	500	510	-10
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	636	164
				1,402	
Contracts					
Grass cutting	4,250	2,897	4,250	2,879	1,371
Dog bin cleansing			700	480	220
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	495	5
				7,296	
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	12,878	11,622
Vat amount to date 2021 2022				1,231	

RFO 24th November 2021

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

Date 24th November 2021

Botus Fleming PC Current Year 2020/2021

Period 8

Loan Payments statement
for Cashbook - Current A/c 1

Bank Statement Account Name(s)	Statement Date	Loan advance	Payments	Balance to pay
	24/11/2021		Principal & Interest	
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

F Precept & Budget 2022 2023

864 Planning

New Planning Applications – Three received

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

Application PA21 / 09925

Proposal Listed Building Consent application for minor works to restore building to its form at time of October 1987 listing, and removal of timber lean-to garage which pre-dates listing

Location Swiftaford Farm A388 between Hatt roundabout and Leigh Lane Hatt PL12 6PP

Applicant Mr H Symons

Grid Ref 239780 / 62940

Application PA21 / 10522

Proposal Larger home extension for single storey rear extension to provide sitting room

Location 44 Andrews Way Hatt Saltash Cornwall PL12 6PE

Applicant Mr & Mrs S Bligh

Application PA21 / 10831

Proposal Single storey rear extension

Location 25 Sunnybanks Hatt Saltash Cornwall PL12 6SA

Applicant Mr & Mrs Loveridge

Grid Ref 239517 / 61897

Planning Application Decisions – One received

Appeal Ref – APP/D0840/W/21/32766587

Land adjacent to Heckberry Barn, Vollards Lane, Hatt PL12 6PT

Mr & Mrs Richard Andrews

The appeal is allowed and planning permission is granted for residential development of 8 dwellings (4 open market and 4 affordable rent)

PA19/05565 dated 27 June 2019 refers.

Planning Application – For information – None received

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

865 Neighbourhood Development Plan – Cllr Dave Edwards (Chairman)

- 866 Parish Plan - Cllr Dave Edwards (Chairman)**
- 867 Recreation Field - Cllr Dave Edwards (Chairman)**
- 868 Councillor Reports (Reports A to C previously circulated)**
- A Asset Audit - Cllr Sally White**
- B Climate & Ecological emergency - Cllr Malcolm Fletcher**
- C BOTHER - Cllr Mervyn Ellis**
- D Playground equipment fund - Cllr Dave Edwards (Chairman)**
- E Newsletter - Cllr Malcolm Fletcher**
- F Big Event - Cllr Dave Edwards (Chairman)**
- 869 Clerk's items**
- 870 Correspondence**
- 871 Date of next meeting.**

The next Meeting of the Council will be the Public Meeting on Wednesday 8th December 2021.
This Meeting will be held at 7:30pm at the St Mary's Church Hall (covid safe).

- 872 End of meeting**