

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 26th January 2022

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
10th January 2022

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 891 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 | 26 January 2022

890/2022 Chair's Welcome & Announcements

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

891 Public participation

892 To receive Apologies for Absence and approve the reasons given.

(LGA 1972 s.85 (1))

893 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.

894 To approve and sign as a correct record the draft Minutes of the Public Meeting of the Parish Council held on Wednesday 8th December 2021.

(LGA 1972 sch.12.para 41(1))

895 Matters arising from the Minutes for report purposes only.

896 A Report from Cornwall Councillor Martin Worth.

897 Finance

A Accounts for Payment.

Members are asked to note the following items of expenditure for the month of **January 2022**.

Payments Schedule

26 January 2022

Period 10

Date	Payee	Description	BACs ref.	£
26/01/2022	Christopher Cook	Salary	BACS181	239.78
26/01/2022	HMRC	PAYE	BACS182	60.00
26/01/2022	WesternWeb Limited	Upgrade Cloud storage	BACS183	90.00
26/01/2022	Professional Business Supplies	Parish Council Newsletter	BACS184	461.05
26/01/2022	Public Works Loan Board	Loan instalment payment	DD	2,732.22
26/01/2022	Cornwall Council Electoral	Parish Elections recharge	BACS185	255.00
26/01/2022	Christopher Cook	Mailbird I.T. licence	BACS186	17.40
26/01/2022	BMS Landscaping	Grass cutting (Jan)	BACS187	318.00
All BACs payment amounts today				£ 4,173.45

B Direct bank Receipts & Payments for information

All bank receipts for this period **£6,538.61** Total receipts 2021/2022 are **£40,595.46**

Date 26th January 2022

Botus Fleming PC Current Year 2021/2022

Period 10

Receipts & Payments statement as at 26/01/2022

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	26/01/2022		21,406.59
Business Reserve Account - Lloyds A/c 2	26/01/2022		19,188.87
Lloyds A/c 2 = Earmarked Funds *			
Total Receipts			40,595.46

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			400.74
Less - Payments made A/c1 - Dec - Loan			2,732.22
Less - Payments made A/c1 - Jan			1,441.23
Less - Payments made A/c1 - Feb			0.00

Less - Payments made A/c1 - Mar					0.00
General Funds as per Bank Statement					13,420.42

Movement on A/c1 January		Receipts		Payments	Movement +/-
Receipts against Payments		21,406.59		22,090.01	-683.42

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

26/01/2022 Earmarked Funds receipts *					
Big Event / Christmas Fayre		Account 2		Receipts	122.00
Big Event / Assets		Account 2		Receipts	0.00
Playground equipment fund		Account 2		Receipts	18,016.87
Sports & Recreation Field		Account 2		Receipts	1,050.00
BOTHER Climate emergency		Account 2		Receipts	0.00
Neighbourhood Development Plan (NDP)		Account 2		Receipts	0.00
					19,188.87

26/01/2022 Earmarked Funds payments					
Big Event / Christmas Fayre		Account 2		Payments	0.00
Big Event / Assets		Account 2		Payments	0.00
Playground equipment fund		Account 2		Payments	489.66
Sports & Recreation Field		Account 2		Payments	55.80
BOTHER Climate emergency		Account 2		Payments	0.00
Neighbourhood Development Plan (NDP)		Account 2		Payments	0.00
RFO 26th January 2022					545.46

C Bank reconciliation and Earmarked Funds (EMF) balances at 26th January 2022

Date 26th January 2022

Botus Fleming PC Current Year 2021/2022

Period 10

Bank Reconciliation statement as at 26/01/2022

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	26/01/2022		13,420.42
Business Reserve Account - Lloyds A/c 2	26/01/2022		38,837.17
A/c 2 = Earmarked Funds *			
Total balance			52,257.59

Unpresented Cheques (Minus)	0.00	0.00
		52,257.59
Receipts not banked / Cleared (Plus)	0.00	0.00
		52,257.59
	Balance per Cash Book is: -	52,257.59
	Difference is: -	0.00

General Funds as per Bank Statement	Available General Funds	13,420.42
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26/01/2022 Earmarked Funds *		
Big Event / Christmas Fayre		3,812.52
Big Event / Assets		1,400.00
Playground equipment fund		17,527.21
Sports & Recreation Field		2,915.84
BOTHER emergency response		8,762.94
Local Elections Fund 2025		3,000.00
Neighbourhood Development Plan (NDP)		1,418.66
RFO 26th January 2022		38,837.17

D Monthly budget monitoring balances at 26th January 2022

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

YEAR END 2021-2022 Period 10 - January

Lloyds Current Account A/c 1 - 38772468	Budget 2020 2021 *	Expenditure 2020 2021	Budget 2021 2022 *	Expenditure as at 26/01/22	Budget available
Expenditure					
Clerk's Salary & Locum expenses	4,000	3,277	3,750	2,815	935
HMRC	700	818	686	690	-4
				3,505	
General & Administration					
Postage & Admin / Office allowance	400	529	350	276	74
Legal & Website fees	500	654	500	585	-85
Legal - Recreation Field	1,500	1,138	50	90	-40
Elections & Adverts (see EMF A/c2)	0	0	3,000	255	0
Training & Expenses & Subscriptions	800	824	800	636	164
				1,842	
Contracts					
Grass cutting	4,250	2,897	4,250	3,144	1,106
Dog bin cleansing			700	480	220
Insurance	1,000	709	1,000	710	290
Loan Repayments	2,500	2,757	5,464	5,464	0
Maintenance & Equipment	500	516	500	495	5
				10,293	
Other Payments					
Grants & Donations	650	600	300	0	300
Newsletter printing	1,000	698	400	523	-123
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				1,723	
* includes Projects, Bother & (CAT)					
Total Budget £4,500					
Total Payments	22,300	15,417	24,500	17,363	4,392
Vat amount to date 2021 2022				1,412	

RFO 26th January 2022

E Public Works Loan Board - Loan Statement 26th January 2022

Date 26th January 2022

Botus Fleming PC Current Year 2021/2022

Period 10

Loan Payments statement for Cashbook - Current A/c 1

Bank Statement Account Name(s)	Statement Date	Loan advance	Payments	Balance to pay
	26/01/2022		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		68,002.78
Direct Debit payment - 24/06/2021			2,732.22	65,270.56
Interest 2020/2021		714.03		65,984.59
Direct Debit payment - 24/12/2021			2,732.22	63,252.37
Interest 2020/2021		692.84		63,945.21
Total Loan amount outstanding				63,945.21

* PWLB less loan admin fee £25

F Earmarked Funds expenditure Motion brought by Cllr Dave Edwards (Chairman)

Recreation Field purchase of chains & padlocks £104.80
Recreation Field purchase gate, security equipment and grass seed £352,37
Big Event purchase of Community asset gazebo £489.00

898 Planning

New Planning Applications – One received

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

Application PA21 / 12138

Proposal 34Kw ground mounted pv solar array for domestic use

Location Pineapple Farm Moditonham Botus Fleming Saltash

Applicant Michael Tapley

Grid Ref 241853 / 61277

Planning Application Decisions – Two received

Application PA21 / 10831

Proposal Single storey rear extension

Location 25 Sunnybanks Hatt PL12 6SA

Applicant Mr & Mrs Loveridge

Grid Ref 239517 / 61897

Approved with conditions 25th December 2021

Application PA21 / 11531

Proposal Works to trees subject to a Tree Preservation Order (TPO)

Location Bar K Vollards Lane Hatt Saltash

Applicant Mr James Avery

Grid Ref 239628 / 62005

Approved with conditions 7th January 2022

Planning Application – For information – None received

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

899 Neighbourhood Development Plan – Cllr Dave Edwards (Chairman)
www.botusflemingandhattndp.com

900 Parish Plan - Cllr Dave Edwards (Chairman)

901 Recreation Field - Cllr Dave Edwards (Chairman)

902 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 Big Event / Platinum Jubilee Event - Cllr Dave Edwards (Chairman)

F Bude Stratton Housing Policy – Cllr Mervyn Ellis

G Twenty's Plenty - Cllr Julian Oakes

H Survey Monkey - Cllr Malcolm Fletcher

I Good Citizen Award - Cllr Malcolm Fletcher

J Parish Newsletter - Cllr Malcolm Fletcher

903 Clerk's items

904 Correspondence

905 Date of next meeting.

The next Meeting of the Council will be the Public Meeting on Wednesday 23rd February 2022.
This Meeting will be held at 7:30pm at the St Mary's Church Hall (covid safe).

906 End of meeting