

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 23rd March 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
8th March 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 925 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 | 23 March 2022

924/2022 Chair's Welcome & Announcements

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

925 Public participation

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

(LGA 1972 s.85 (1))

927 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.

928 To approve and sign as a correct record the draft Minutes of the Public Meeting of the Parish Council held on Wednesday 23rd February 2022.

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

929 Matters arising from the Minutes for report purposes only.

930 A Report from Cornwall Councillor Martin Worth

931 Finance

A Accounts for Payment.

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

Payments Schedule

23 March 2022

Period 12

Date	Payee	Description	BACs ref.	£
23/03/2022	Christopher Cook	Salary	BACS195	239.78
23/03/2022	HMRC	PAYE	BACS196	60.00
23/03/2022	Christopher Cook	Office allowance contractual	BACS197	52.00
23/03/2022	BMS Landscaping	Grass cutting (March)	BACS198	144.00
23/03/2022	Mrs S Edwards	Big Event reimbursement costs A/c 2	BACS199	401.51
		Account 1 = £ 495.78		
		Account 2 = £ 401.51 (EMF)		
All BACs payment amounts today				£ 897.29

B Direct bank Receipts & Payments for information

All bank receipts for this period **£550.00** Total receipts 2021/2022 are **£48,742.31**.

Date 23rd March 2022

Botus Fleming PC Current Year 2021/2022

Period 12

Receipts & Payments statement as at 23/03/2022

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	23/03/2022		21,406.59
Business Reserve Account - Lloyds A/c 2	23/03/2022		27,335.72
Lloyds A/c 2 = Earmarked Funds *			
Total Receipts			48,742.31

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			485.78
Less - Payments made A/c1 - Mar			495.78
General Funds as per Bank Statement			12,438.86

Movement on A/c1 March		Receipts		Payments	Movement +/-
Receipts against Payments		21,406.59		19,666.57	1,740.02
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

23/03/2022 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	26,163.72
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
					27,335.72

23/03/2022 Earmarked Funds payments					
Big Event / Christmas Fayre		Account 2		Payments	401.51
Big Event / Assets		Account 2		Payments	489.00
Playground equipment fund		Account 2		Payments	489.66
Sports & Recreation Field		Account 2		Payments	512.97
BOTHER Climate emergency		Account 2		Payments	8,614.25
Neighbourhood Development Plan (NDP)		Account 2		Payments	0.00
RFO 23rd March 2022					10,507.39

C Bank reconciliation and Earmarked Funds (EMF) balances at 23rd March 2022

Date 23rd March 2022

Botus Fleming PC Current Year 2021/2022

Period 12

Bank Reconciliation statement as at 23/03/2022

for Cashbook - Current A/c 1 & Business Reserve A/c 2

Bank Statement Account Name(s)	Statement Date	Amount	Balances
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Current Account - Lloyds A/c 1	23/03/2022		12,438.86
Business Reserve Account - Lloyds A/c 2 A/c 2 = Earmarked Funds *	23/03/2022		37,022.09
Total balance			49,460.95

Unpresented Cheques (Minus)		0.00	0.00
			49,460.95
Receipts not banked / Cleared (Plus)		0.00	0.00
			49,460.95
	Balance per Cash Book is :-		49,460.95
	Difference is :-		0.00
General Funds as per Bank Statement	Available General Funds		12,438.86

23/03/2022 Earmarked Funds *			
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Big Event / Christmas Fayre	3,411.01
Big Event / Assets	911.00
Playground equipment fund	25,674.06
Sports & Recreation Field	2,458.67
BOTHER emergency response	148.69
Local Elections Fund 2025	3,000.00
Neighbourhood Development Plan (NDP)	1,418.66
RFO 23rd March 2022	37,022.09

D Monthly budget monitoring balances at 23rd March 2022

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

YEAR END 2021-2022

Period 12 - March

Lloyds Current Account A/c 1 - 38772468	Budget 2020 2021 *	Expenditure 2020 2021	Budget 2021 2022 *	Expenditure as at 23/03/22	Budget available
Expenditure					
Clerk's Salary & Locum expenses	4,000	3,277	3,750	3,298	452
HMRC	700	818	686	810	-124
				4,108	
General & Administration					
Postage & Admin / Office allowance	400	529	350	328	22
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	637	163
				1,895	
Contracts					
Grass cutting	4,250	2,897	4,250	3,414	836
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
				10,563	
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	18,289	3,466
Vat amount to date 2021 2022				3,051	

RFO 23rd March 2022

E Public Works Loan Board - Loan Statement 23rd March 2022

Loan Payments statement
for Cashbook - Current A/c 1

Bank Statement Account Name(s)	Statement Date	Loan advance	Payments	Balance to pay
	23/03/2022		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

932 Planning

New Planning Applications – One received

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

Application PA22 / 02078

Proposal Single storey rear extension

Location The Cider Barn (Barn 4) Ramsicombe Hatt Cornwall

Applicant Mr Stuart Fort

Grid Ref 240436 / 62494

Planning Application Decisions – None received

Planning Application – For information – None received

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

933 Neighbourhood Development Plan – Cllr Marc Solomon

www.botusflemingandhattndp.com

934 Parish Plan - Cllr Marc Solomon

935 Recreation Field - Cllr Dave Edwards (Chairman)

936 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 Defibrillator - Cllr Malcolm Fletcher

937 Clerk's items

938 Correspondence

Dear Chairman and Members of Botus Fleming Parish Council,

You will be aware that my neighbour and myself have both raised concerns over the state of the tree line which lies between our properties. It has been stated to yourselves that we consider the trees constitute an ongoing danger to both people and property. Previously both he and I have asked Cornwall County Council to allow professional management of the trees. We also asked for your support for our requests.

The recent gales have resulted in property damage. On this occasion sizable, heavy branches came down. Had the larger of the branches hit anyone in the area then there would have been clear danger of injury or to life. I attach a picture of some of the fallen branches and would welcome any inspection by yourselves. Without tree management this danger will continue and is highly likely to increase as weather events worsen and the trees become further compromised.

It would seem that Cornwall Council are not willing to mitigate the danger to Hatt residents if such risks are raised by an individual. May I now ask that you take the matter up on the behalf of residents with the County Council with a view to ensuring that the tree line is made safe before there is more damage and danger as the high winds will inevitably come again.

Anton Maguire

939 Date of next meeting.

The next Meeting of the Council will be the **Annual Parish Meeting** on Wednesday 27th April 2022 at 6.30pm at the St.Mary's Church Hall.

The **Public Meeting** will follow immediately after the **Annual Meeting**.

This **Public Meeting** will be held at 7:30pm at the St Mary's Church Hall (covid safe).

940 End of meeting