

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 27th April 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 April 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 942 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 | 27 April 2022

941/2022 Chair's Welcome & Announcements

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

942 Public participation

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

(LGA 1972 s.85 (1))

944 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.

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

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

946 Matters arising from the Minutes for report purposes only.

947 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 **April 2022**.

Payments Schedule**27 April 2022****Period 1**

Date	Payee	Description	BACs ref.	£
27/04/2022	Christopher Cook	Salary & NALC pay award arrears	BACS200	363.64
27/04/2022	HMRC	PAYE	BACS201	90.80
27/04/2022	WesternWeb Limited	Annual renewal web space & licence	BACS202	80.40
27/04/2022	Cornwall ALC Limited	Annual membership subscription	BACS203	403.46
27/04/2022	BMS Landscaping	Grass cutting (April)	BACS204	546.00
27/04/2022	SUSTRANS	Feasibility study staff charges EMF	BACS205	1,462.54
27/04/2022	Hine Marquees Limited	Marquee hire deposit fee EMF	BACS206	228.30
		Account 1 = £ 1,484.30		
		Account 2 = £ 1,690.84 (EMF)		
All BACs payment amounts today				£ 3,175.14

B Direct bank Receipts & Payments for information

All bank receipts for this period **£13,085.52** Total receipts 2022/2023 are **£13,085.52**

Date 27th April 2022

Botus Fleming PC Current Year 2022/2023

Period 1

Receipts & Payments statement as at 27/04/2022

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	27/04/2022		13,085.52
Business Reserve Account - Lloyds A/c 2	27/04/2022		0.00
Lloyds A/c 2 = Earmarked Funds *			
Total Receipts			13,085.52

Available General Funds from 31st March			12,438.86
Less - Payments made A/c1 - Apr			1,484.30
Add - Receipts during April			13,085.52
Less - Payments made A/c1 - May			0.00
Less - Payments made A/c1 - June			0.00
Less - Payments made A/c1 - June - Loan			0.00
Less - Payments made A/c1 - July			0.00
Less - Payments made A/c1 - August			0.00
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 - 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			24,040.08

Movement on A/c1 April		Receipts	Payments	Movement +/-
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Receipts against Payments		13,085.52		1,484.30	11,601.22
Precept payment due 7/4/22 £10,000.00					
Precept payment due 7/9/22 £10,000.00					
07/04/2022 Receipt A/c1		Cornwall Council		Precept Sept 2022	10,000.00
07/04/2022 Receipt A/c1		Cornwall Council		CTS Grant Sept 2022	33.56
09/04/2022 Receipt A/c1		HMRC		Vat recovery claim	3,051.96
14/09/2022 Receipt A/c1		Cornwall Council		Precept Sept 2022	0.00
14/09/2022 Receipt A/c1		Cornwall Council		CTS Grant Sept 2022	0.00
					13,085.52

27/04/2022 Earmarked Funds receipts *					
Big Event / Christmas Fayre		Account 2		Receipts	0.00
Big Event / Assets		Account 2		Receipts	0.00
Playground equipment fund		Account 2		Receipts	0.00
Sports & Recreation Field		Account 2		Receipts	0.00
BOTHER Climate emergency		Account 2		Receipts	0.00
Neighbourhood Development Plan (NDP)		Account 2		Receipts	0.00
					0.00

27/04/2022 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	0.00
Sports & Recreation Field		Account 2		Payments	0.00
BOTHER Climate emergency		Account 2		Payments	0.00
Neighbourhood Development Plan (NDP)		Account 2		Payments	0.00
RFO 27th April 2022					0.00

C Bank reconciliation and Earmarked Funds (EMF) balances at 27th April 2022

Date 27th April 2022

Botus Fleming PC Current Year 2022/2023

Period 1

Bank Reconciliation statement as at 27/04/2022

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	27/04/2022		24,040.08
Business Reserve Account - Lloyds A/c 2	27/04/2022		35,331.25
A/c 2 = Earmarked Funds *			
Total balance			59,371.33

Unpresented Cheques (Minus)		0.00	0.00
			59,371.33
Receipts not banked / Cleared (Plus)		0.00	0.00
			59,371.33
		Balance per Cash Book is :-	59,371.33
		Difference is :-	0.00
General Funds as per Bank Statement		Available General Funds	24,040.08

27/04/2022 Earmarked Funds *		
Big Event / Christmas Fayre		3,182.71
Big Event / Assets		911.00

Playground equipment fund	25,674.06
Sports & Recreation Field	2,458.67
BOTHER emergency response	-1,313.85
Local Elections Fund 2025	3,000.00
Neighbourhood Development Plan (NDP)	1,418.66
RFO 27th April 2022	35,331.25

D Monthly budget monitoring balances at 27th April 2022

Summary Expenditure Account Year ended 31st March 2023 Monthly Budget monitoring

YEAR END 2022-2023

Period 1 - April

Lloyds Current Account A/c 1 - 38772468	Budget 2021 2022 *	Expenditure 2021 2022	Budget 2022 2023 *	Expenditure as at 27/04/22	Budget available
Expenditure					
Clerk's Salary & Locum expenses	3,750	3,298	3,735	363	3,372
HMRC	686	810	700	91	609
		4,108		454	
General & Administration					
Postage & Admin / Office allowance	350	328	350	0	350
Legal & Website fees	500	585	500	67	433
Legal - Recreation Field	50	90	100	0	100
Elections & Adverts (see EMF A/c2)	3,000	255	0	0	0
Training & Expenses & Subscriptions	800	637	800	344	456
		1,895		411	
Contracts					
Grass cutting	4,250	3,414	4,250	455	3,795
Dog bin cleansing	700	480	500	0	500
Insurance	1,000	710	1,150	0	1,150
Loan Repayments	5,464	5,464	5,465	0	5,465
Maintenance & Equipment	500	495	2,500	0	2,500
		10,563		455	
Other Payments					
Grants & Donations	300	0	300	0	300
Newsletter printing	400	523	400	0	400
Projects & CAT	1,000	1,200	2,500	0	2,500
Big Event *	1,000	0	1,000	0	1,000
Neighbourhood Dev. Plan *	250	0	250	0	250
BOTHER	500	0	500	0	500
Vat recoverable amount^					
^see Receipts £3,051.96		1,723		0	
* includes Projects, Bother & (CAT)					
Total Budget £4,250					
Total Payments	24,500	18,289	25,000	1,320	23,680
Vat amount to date 2022 2023				164	

E Public Works Loan Board - Loan Statement 27th April 2022

Date 27th April 2022

Botus Fleming PC Current Year 2022/2023

Period 1

**Loan Payments statement
for Cashbook - Current A/c 1**

Bank Statement Account Name(s)	Statement Date	Loan advance	Payments	Balance to pay
	27/04/2022		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

F Year End Accounts for Internal Audit

- (i) Supporting Statement to Receipts & Payments Account & Section 137
- (ii) Receipts & Payments Summary 2021/2022
- (iii) Summary Receipts & Payments Account 2021/2022
- (iv) Statement of Income & Expenditure 2021/2022
- (v) Over £100 payments listing 2021/2022

949 Planning**New Planning Applications – One received**Application link <http://planning.cornwall.gov.uk/online-applications>**Application PA22 / 03240****Proposal** Agricultural building**Location** Ziggerson Hill Farm Road from junction South of West Kingsmill to Cherry Cottage Botus Fleming Cornwall**Applicant** Mrs Marion Holmes MM & MW Holmes**Grid Ref** 240942 / 61939**Planning Application Decisions – One received****Application PA22 / 00944****Proposal** 2 frames of 9 ground mounted solar panels**Location** Marraborough Farm Junction South of West Kingsmill to Cherry Cottage Botus Fleming Cornwall**Applicant** Mr Darren Stonehouse**Grid Ref** 240921 / 61647**Approved with conditions 14th April 2022****Planning Application – For information – One received****5 Day Planning Protocol actioned by Planning Development Officer 4th April 2022****Application PA21 / 12138**

Proposal 17Kw ground mounted pv solar array for domestic use
Location Pineapple Farm Moditonham Botus Fleming Saltash PL12 6NN
Applicant Mr Michael Tapley

Councillors responded to the following options set:

1. Agree with my recommendation
2. Agree to disagree
3. Having made strong planning reasons to maintain your original position on the proposal against my recommendation, it is requested that the application is determined by the Planning Committee

Parish Councillors voted as follows and the response was sent to Planning 6th April 2022

Option 1 – 1 vote

Option 2 – 0 votes

Option 3 – 7 votes

Planning Application to be heard at the East Planning Committee 13th June 2022

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

- 950 Neighbourhood Development Plan – Cllr Marc Solomon
www.botusflemingandhattndp.com
- 951 Parish Plan - Cllr Marc Solomon
- 952 Recreation Field - Cllr Dave Edwards (Chairman)
- 953 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
- G Community Infrastructure Levy - Cllr Dave Edwards (Chairman)
- H 20's Plenty scheme - Cllr Malcolm Fletcher
- I Planning issues - Cllr Malcolm Fletcher
- J Newsletter - Cllr Malcolm Fletcher
- 954 Clerk's items
- 955 Correspondence
- 956 Date of next meeting.

The next Meeting of the Council will be the **Annual Meeting of the Parish Council (AMPC)** on Wednesday 25th May 2022 at 7.30pm at the St.Mary's Church Hall (covid safe).

- 957 End of meeting