



## **ANNUAL MEETING of the PARISH COUNCIL**

**Wednesday 25<sup>th</sup> May 2022**

Present: Councillor Edwards (Chairman)

Councillors Ellis, Fletcher, Oakes, Robinson, Solomon, White & Willey (Vice Chairman).

### **Also in attendance:**

Christopher Cook - Parish Clerk & Responsible Financial Officer;

Members of the public: **10**

Members of the public were permitted to speak on each Agenda item for a period of 3 minutes. This meeting was advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media and members of the public. The public were advised that whilst every effort is taken to ensure that members of the public would not be filmed, it could not be guaranteed.

### **Minutes 25<sup>th</sup> May 2022**

#### **958/2022 Chair's Welcome & Announcements**

Cllr. Edwards (Chairman) welcomed residents to the Annual Meeting of the Parish Council and delivered Health and Safety housekeeping rules. No recording of the Meeting took place.

Social distancing and COVID - 19 measures were observed, such as ventilation.

#### **959 Public participation**

No public participation.

Councillors **Resolved** to note this report.

#### **960 Election of Chairman (LGA 1972 Sect.15 (1))**

One nomination was received for Cllr Edwards to serve as Chairman until the 24<sup>th</sup> May 2023. There were no other nominations for Chairman.

Proposed Cllr Willey (Vice Chairman), Seconded Cllr Fletcher. All agreed.

Cllr Edwards signed the Acceptance of Office form for Chairman.

Councillors **Resolved** to appoint Cllr Dave Edwards as Chairman to serve from the 25<sup>th</sup> May 2022 to 24<sup>th</sup> May 2023. All agreed.



**961 Election of Vice Chairman (LGA 1972 Sect.15 (1))**

One nomination was received for Cllr Willey to serve as Vice Chairman until the 24<sup>th</sup> May 2023.

There were no other nominations for Vice Chairman.

Proposed Cllr Edwards (Chairman), Seconded Cllr Ellis. All agreed.

Cllr Willey signed the Acceptance of Office form for Vice Chairman

Cllrs **Resolved** to appoint Cllr Dave Willey as Vice Chairman to serve from the 25<sup>th</sup> May 2022 to 24<sup>th</sup> May 2023. All agreed.

**962 To receive Apologies for Absence and approve the reasons given**

There were no apologies.

Councillors **Resolved** to note.

**963 Declarations of Interest**

Councillors **Resolved** that no Councillors declared pecuniary or non-pecuniary interests.

Councillors **Resolved** that no Councillors were liable for written Dispensations or Gifts.

**964 Minutes of the Public Meeting 27<sup>th</sup> April 2022**

The draft Minutes were a true record of the Meeting.

Proposed Cllr Fletcher, Seconded Cllr White.

Councillors **Resolved** to approve the Minutes.

**965 Matters arising from the draft Minutes for report purposes only.**

There were no matters arising.

Councillors **Resolved** to note.

**966 A Report from Cornwall Councillor Martin Worth**

Cllr. Martin Worth provided the following updates-

- State of the Nation publication. Copy to be sent to the Clerk for dissemination.
- Carkeel – Public Consultation to take place with Carkeel roundabouts regarding traffic / pedestrian movement in Carkeel. 7 proposals under consideration to down grade the road through Carkeel (A388) with a new proposed roundabout planned at the corner of Roodscroft and enlargement of the Stoketon Cross area. A budget of £70k is available for the proposed alterations. HGV vehicles would be encouraged to



use the proposed route. Cllr Edwards (Chairman) stated that they had had concerns over communication with the various parties and wanted assurances that the Parish Council would be kept abreast of developments. Cllr Fletcher asked whether the A388 could be made less friendly to HGV vehicles, and Cllr Edwards (Chairman) enquired as to a reduction in speed on the A388. Cllr Worth stated that these suggestions would be part of the proposed review -

- Treledon development & Sustrans. Stage 2 of the Treledon development is taking place. Cllr Worth has a meeting with the new developer and the Planning Officer involved with the Sustrans development of the cycle system. Meeting planned for early June 2022.
- Cllr Worth advised of the new “suitable” or “affordable housing” project that would be launched shortly, seeking opinions from all local Parish Councils. Details would be sent to all Clerks to action.
- Cllr Oakes requested confirmation as to when the promised Cornwall Network Panel (CNP) amount of £10,000 would be available following the completion of the (CNP) scheme of interest for Hatt. Cllr Worth advised that work was scheduled to meet the scheme of interest project for 2022/2023.
- Cllr Fletcher asked whether a ‘cap’ could be considered for residents in local parishes reliant on the use of ‘kerosene’ for heating. There appeared to be no protection or capping in place. Cllr Worth, personally affected with this aspect, said he would enquire as the topic had not yet been addressed.

Councillors **Resolved** to note this report.

## **967 Finance**

### **A Accounts for Payment**

**Motion** – Cllr Fletcher proposed, and Cllr Solomon seconded approval of the insurance premium in accordance with the report submitted at Item 975 (iii).

Cllr Robinson proposed, and Cllr Oakes seconded the approval of the Accounts for payment.

Councillors **Resolved** to approve the accounts for payment and the Motion. All agreed.

### **B Direct bank Payments & Receipts for information**

Bank Receipts were reported as **£0.00** Total receipts 2022/2023 **£13,085.52**

Councillors **Resolved** to note.

### **C Bank reconciliation and Earmarked Funds (EMF)**

The General Account balance was reported as **£20,007.41** and the Earmarked Funds as **£36,015.93**

Councillors **Resolved** to note.

### **D Monthly budget monitoring balances report**



Councillors **Resolved** to note the report.

## **E Public Works Loan Board Statement May 2022**

Councillors **Resolved** to note.

### **968 Planning** <http://planning.cornwall.gov.uk/online-applications>

#### **New Planning Applications – Three received**

**Reference:** PA22 / 03810  
**Address:** Trengilly Road from Orchard Villas to Churchtown Botus Fleming  
**Proposal:** Proposed first floor extension above garage  
**Applicant:** Mr Stuart Walsh  
**Grid ref:** 240202 / 61357

Parish Councillors considered that the development was not controversial and that neighbours supported the application. The development appeared to be to the existing footprint, though no dimensions were mentioned on the application as noted by Cllrs Fletcher & Oakes. Details of the dimensions are required as a condition to the support of the application.

Councillors voted to **SUPPORT** the planning application, Proposed Cllr Oakes, seconded by Cllr Fletcher. The application subject to conditions as mentioned.

**Councillors voted-**  
**Support 8 votes**  
**Reject 0 votes**  
**Abstain 0 votes**

Councillors **Resolved** to support Planning Application PA22 / 03810

**Reference:** PA22 / 03651  
**Address:** Trederow Farm Road from Orchard Villas to Churchtown Botus Fleming  
**Proposal:** Conversion of milking parlour to single residential dwelling  
**Applicant:** Mr Philip Hygate  
**Grid ref:** 240287 / 61645

Cllr Edwards (Chairman) thanked the applicant for his letter that explained some pertinent facts. He went on to say that some applicants should also consider doing similar.

Parish Councillors considered that the proposed development to the milking parlour and its rejuvenation would put the building to good domestic use. Construction materials of slate and wood were noted, as was the existing footprint development proposal.

The Applicant confirmed that an existing oak tree in the area would not be affected by the development and that hedges were also protected. The Applicant also confirmed that the 'original shell' of the building would be used as forming the refurbishment of the parlour.

Councillors voted to **SUPPORT** the planning application, Proposed Cllr Edwards (Chairman), seconded by Cllr Ellis.



**Councillors voted-**  
**Support 8 votes**  
**Reject 0 votes**  
**Abstain 0 votes**

Councillors **Resolved** to support Planning Application PA22 / 03651

**Reference: PA21 / 12138**  
**Address: Pineapple Farm Moditonham Botus Fleming**  
**Proposal: 17Kw ground mounted pv solar array for domestic use**  
**Applicant: Mr Michael Tapley**  
**Grid ref: 241853 / 61277**

Parish Councillors considered the report from the Tamar Valley Area of Outstanding Natural Beauty (TVAONB) and chiefly the comment that the arrays will be largely obscured.

Cllr Fletcher pointed out that with regards to one particular property in the area then this would not be the case.

Councillors generally agreed to maintain their original position with the earlier report (submitted by the Chairman Cllr Dave Edwards 10<sup>th</sup> March 2022), and that a 10Kw solar system would be suitable for larger households.

Parish Councillors also noted the reduction in the solar array from 34Kw to 17Kw.

Councillors voted to maintain the Parish Council position as relayed under the 5-day Protocol and information sent to the Planning Officer 6<sup>th</sup> April 2022 and not to support the Planning Application.

Proposed Cllr Edwards (Chairman), seconded Cllr Robinson.

#### **Councillors voted –**

**Maintain the same position (Agree to Disagree with the TVAONB view) -**  
**NOT TO SUPPORT THE APPLICATION – 6 votes**  
**Abstain 2 votes**

Councillors **Resolved** not to support Planning Application PA21 / 12138

#### **Planning Application Decisions – None received**

Councillors **Resolved** to note.

#### **Planning Application for Information – None applicable**

Councillors **Resolved** to note.

#### **Planning Applications received after the Agenda published – None received**

Councillors **Resolved** to note.



## 969 Resolutions

### 1. Financial Statement for year ending 31<sup>st</sup> March 2022 Resolutions. (All documents as previously circulated)

Councillors **Resolved** to note and approve –

#### (a) The Internal Auditor's Report & (d) The commencement date for the exercise of Public Rights (all documents as previously circulated)

Councillors **Resolved** to approve the **Annual Governance Statement (Section 1) 969 (b) and the Accounting Statement (Section 2) 969 (c) and both the AGAR forms were signed by the Chairman Cllr Edwards.**

AGAR 1 proposed Cllr Fletcher, seconded Cllr White

AGAR 2 proposed Cllr Ellis, seconded Cllr White

Councillors **Resolved** to approve the AGAR1 & AGAR2 statements. All agreed.

### 2. The General Power of Competence (GPC)

Councillors **Resolved** to approve and confirm that the Council continues to meet the two conditions of an Electoral mandate and CiLCA qualified Clerk and reaffirms the (GPC) originally effective from the 17<sup>th</sup> May 2021.

Proposed Cllr Oakes, seconded Cllr Willey (Vice Chairman)

Councillors **Resolved** to approve the (GPC). All agreed.

## 970 Governance (All documents as previously circulated)

### 1. Review of Policies & Procedures document and review of Community Engagement Strategy (CES)

The (CES) document proposed Cllr Edwards (Chairman) seconded Cllr Solomon

Councillors **Resolved** to approve the (CES) document. All agreed.

**ACTION** - Clerk to add the (CES) to the list of Policies & Procedures.

### 2. Review of Model Publications Scheme

Proposed Cllr Fletcher, seconded Cllr Oakes.

Councillors **Resolved** to approve the (MBS) without alteration. All agreed.

### 3. Review of the Parish Council's Banking arrangements

Councillors noted that the General Account and Earmarked Funds Account remained with Lloyds. All payments are made by the Finance Officer using the BACs system and there appeared to be no reason to make alternative arrangements.

Proposed Cllr Fletcher, seconded Cllr Ellis.

Councillors **Resolved** to continue banking with Lloyds Bank. All agreed.



#### **4. Review of the Parish Council's Asset Register**

Councillors noted the items listed on the Asset Register as a correct record and also the revised Sums Insured effective from 2<sup>nd</sup> June 2022 see Item 975 (iii).

Proposed Cllr Robinson, seconded Cllr White

Councillors **Resolved** to approve the Asset Register. All agreed.

#### **5. Review of the Parish Council's Insurance Policy**

Councillors noted the Combined Policy Liability & Engineering risks and levels of Indemnity. Currently, no new risks needed to be added. See also Item 975 (iii)

Proposed Cllr Edwards (Chairman) seconded Cllr Ellis.

Councillors **Resolved** to approve the Insurance Policy. All agreed.

#### **6. To re-appoint the Parish Clerk as the Council's Responsible Financial Officer**

Councillors noted that the position of (RFO) (Section 151) Officer was a separate role to the Parish Clerk post and the (Section 151).

Proposed Cllr Fletcher seconded Cllr Willey (Vice Chairman) that the Parish Clerk remains in the appointed role of Section 151 Officer.

Councillors **Resolved** to re-appoint the Parish Clerk as the (RFO). All agreed.

#### **7. To re-appoint Mrs Linda Coles as the Parish Council's Internal Auditor**

The Clerk stated that there was currently a shortage of (CALC) registered Auditors especially to service Parish Councils.

Proposed Cllr Willey (Vice Chairman), seconded Cllr Ellis that Mrs Linda Coles be re-appointed as the Parish Council's Internal Auditor.

Councillors **Resolved** to approve the Internal Auditor appointment. All agreed.

#### **8. Councillor's responsibilities schedule 2022/2023**

Councillors noted the revised (Draft) register and agreed it to be a true record.

The Councillors voted to appoint a Communications Officer as part of the Community Engagement Strategy document. Cllr. Oakes was proposed.

Proposed Cllr Edwards (Chairman) seconded Cllr Fletcher that Councillor be appointed to the role of Communications Officer (CO).

Proposed Cllr Edwards (Chairman) seconded Cllr Fletcher that the Councillor's responsibilities schedule be adopted.

Councillors **Resolved** to approve the role of (CO) and the responsibilities schedule. All agreed.



**971 Neighbourhood Development Plan (NDP)**  
[www.botusflemingandhattndp.com](http://www.botusflemingandhattndp.com)

Cllr Marc Solomon reported that 3 Councillors and one resident attended the recent online NDP surgery offered by the Cornwall Planning Team. A further surgery would be attended.

The general advice received referred addressing the strategic environmental section and Housing section. A further review is required in light of the Climate Emergency issue.

The current (NDP) document and Terms of Reference are rather verbose and need to engage more closely with the Parish and in particular the younger generation. Cllr Ellis stated that it was vital that the (NDP) plan was relevant to today's needs.

The Parish Council can receive a Community Infrastructure Levy (CIL) payment equating to 25% as long as a suitable (NDP) document is in place with the Cornwall Planning.

Cllr Solomon stated that it was his wish to advertise details of the (NDP) more widely in order to generate support for the working group.

Councillors **Resolved** to note this report.

**972 Parish Plan**

No report. (See Item 971)

Councillors **Resolved** to defer until 22<sup>nd</sup> June 2022.

**973 Recreation Field**

Cllr Dave Edwards (Chairman) reported that the Parish Council could consider the CCTV aspect as previously mentioned in the Minutes. This would involve a small electrical installation charge and a quotation would be sought. The Clerk confirmed that the maintenance budget could be considered in order to meet the expenditure.

Councillors **Resolved** to note this report.

**974 Councillors Reports**

**(i) Cllr Sally White - Maintenance**

Cllr Willey (Vice Chairman) reported that the canvas roofs were due to arrive this week and they would be fitted on the three towers when this coming weekend.

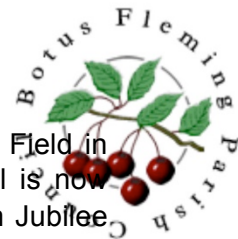
Councillors **Resolved** to note this report.

**(ii) Cllr Malcolm Fletcher – Climate and Ecological Emergency**

Cllr Fletcher reported the following-

**1. Trees**





- **Landmark Tree.** The Landmark Tree that was planted in the Recreation Field in November 2021 was destroyed in an arson attack. Forest For Cornwall is now offering a further batch of Landmark Trees to mark the Queen's Platinum Jubilee for planting in the winter on 2022-23. Having enquired as to our eligibility for a replacement, I have now applied for a replacement tree.
- **A388 Tree Plantation.** A recent count of the trees identified 170 young healthy trees of 13 different species. Namely:
  - Oak
  - Hazel
  - Silver Birch
  - Hawthorn
  - Dogwood
  - Alder
  - Goat Willow
  - Beech
  - Horse Chestnut
  - Elderberry
  - Hornbeam
  - Wild Cherry
  - Rowan

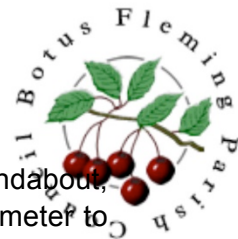
Several of these are nearing 2m in height, and some Rowan and Dogwood are showing blossoms. Good signs of health and vigour.

Volunteer Gary Ford has carried out the first of our planned monthly strimmings to control brambles and other plants that would threaten the continued growth and vigour of the trees. It is not the intention to create a "green desert" around the trees. Many wildflowers have taken the opportunity of establishing themselves in the absence of the previous dense bramble thicket. This is greatly adding to the biodiversity of the area.

- **"Taking Action for Healthy Trees" Seminar.** I recently attended this on-line seminar hosted by The Tree Council for Tree Wardens. Useful information about how to ensure newly planted trees get off to a healthy start, as well as signs to look out for that may indicate disease.

It is evident that more ash trees in the Parish are now showing signs of Ash Dieback. Any that are on verges that are part of the publically maintained highway are the responsibility of Cornwall Council. However, any on private land that border the highway, and are showing signs of disease, are the responsibility of the landowner, and should be felled to avoid injury to motorists or other members of the public. Cornwall Council's advice to those who may have concerns of this nature is to first of all talk to the landowner concerned to see if the issue can be resolved in that way. However, if you still have concerns, you can also report the problem direct to Cornwall Council by using the "Report a Problem" form here:

<https://www.cornwall.gov.uk/transport-parking-and-streets/roads-highways-and-pavements/report-a-problem-with-a-road-or-pavement/report-issues-with-hedges-or-verges/>



## 2. Hatt Roundabout

- BFPC contractor has recently completed the second safety cut on the roundabout, namely a 1m cut around the edge and a 5m cut through the north-south diameter to provide visibility for pedestrians crossing the A388. A number of Ox-eye Daisies and Hawksbeard have been intentionally left uncut around the perimeter as they are valuable for pollinators and do not impede visibility.

At first glance the roundabout is covered with short, fine, native grasses of different species. These will often wave and shimmer in the wind like a field of miniature corn. While not “in your face” eye-catching and visually arresting, grasses such as these are a valuable habitat for invertebrates, many of which act as pollinators. They provide shelter, food and reproduce opportunities. The caterpillars of several butterfly species feed on these grasses and often pupate and overwinter there.

On closer inspection, the roundabout actually has a rich carpet of wildflowers in amongst the grasses, including red and white clover, knapweed, buttercups, daisies, cuckooflower and cranesbill. Again, not showy or flamboyant, but vital for the survival of our native pollinators.

Most of us are now familiar with and accept that we are living in a Climate Emergency. Not so well publicised is that this is going hand in hand with an Ecological Emergency. There has been a catastrophic fall in the number of insects world-wide, thanks to a combination of damaging farming practices and climate change. Why does this matter? Virtually all our fruit and vegetable food crops depend on insect pollination. Without these invertebrates we would likely be reduced to a diet of meat, fish, potatoes and bread.

Cornwall Council declared an Ecological Emergency in December 2021, recognising the parlous state of our county’s ecology. The policies they have set out to address this are very much inline with what BFPC is trying to achieve. One example is their current statement of how they intend to manage the grass verges in the county. This very much mirrors the approach that BFPC has been employing for the past four years, often in the face of opposition from certain sectors of the community. As a nation, county and village we owe it to future generations to manage our precious landscape in such a way as to ensure they have a healthy, productive place in which to live. This will sometimes mean rethinking our views of what constitutes “attractive”. A healthy natural environment can at times appear untidy and unkempt, but that is the natural order of things with the changing of the seasons. The dead hand of winter is necessary for the birth, renewal and colour of spring and summer. We should embrace that cycle of nature. It’s deep within our DNA.

Councillors **Resolved** to note this report.

(iii) Cllr Mervyn Ellis – BOTHER

Cllr Ellis provided the following update-

- BOTHER has continued to enter into **dialogue with local landowners**.
- BOTHER held two public meetings, on the 22<sup>nd</sup> and 24<sup>th</sup> May, to update local residents on its project to provide a walk/cycleway between Botus Fleming parish and Carkeel.



**Combined minutes of the meetings:**

- As well as members of BOTHER and BFPC, councillors from Landulph, St Mellion and Saltash were in attendance. These neighbouring areas all offered their support.
- An overview of BOTHER activity over the last one and a half years was provided, together with an indication of what the next steps will involve. Attendees were given the opportunity to ask questions and make comments.
- It was agreed that the most difficult part of any agreed route would probably be the north/east to south/west crossing point over a main road such as the A388. One proposal which seemed to receive general approval was that the project might be more manageable if it was broken down into different stages, for example a path from Hatt to Roods Corner, a path inside Treledan, and then the link between these two stretches. The Saltash Councillor mentioned the Carkeel traffic-calming enquiry, which Cormac is currently working on, and agreed to keep BFPC informed about any upcoming public consultation.
- BFPC chair offered to set up a meeting with Patrick James, the case officer for the next phase of Treledan.

Some residents had been unable to download the Sustrans report using the link provided by BOTHER, and it was agreed to ask BFPC to download and publish this on their website. In addition, a fresh link was posted on the local Facebook page, which would last for a week.

Cllr Edwards (Chairman) updated Councillors with the following communication referring to SUSTRANS.

Dear Martin/Catherine & Saltash Town Council

You may be aware that a 2021 survey of parish residents indicated that there is overwhelming support for the construction of a walk/cycle path between our parish and Carkeel.

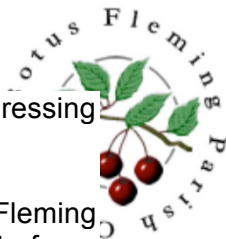
The BOTHER group (Botus Fleming & Hatt Environmental Response) supported by Botus Fleming Parish Council (BFPC) commissioned a survey from SUSTRANS on the possibility of the project.

SUSTRANS (a registered charity that builds cycle routes and works with communities) carried out a survey and has now produced their final report. This is the current link to the report <https://we.tl/t-yXkodgBiju>

The BOTHER group have attempted to discuss the SUSTRANS cycle/walkway route which might partially traverse Treledan. This month BOTHER held a series of presentations and briefed residents of the attempts to introduce a walk/cycle path between our parish and Carkeel. The group have met with landowners along the proposed route and now know which owners are willing to assist and which routes could be viable.

BOTHER have attempted to engage with the developers at the Treledan site, but to date have still had no response.

We also understand that there have been discussions between Saltash Town Council and CORMAC with regards to the A388 at Carkeel and possible changes to the road set up at Carkeel. At this time we have no further information about those discussions and consultation.



Unfortunately the blockage in the system is now preventing us and BOTHER of progressing this important and time critical project.

We believe that Botus Fleming Parish Council (BFPC) and the residents of Botus Fleming and Hatt will be directly affected by the plans for Carkeel and that we should be part of any discussions or consultation.

We believe that there is some urgency in facilitating some dialogue between the developers at Treledan, Cornwall Council planners, CORMAC and Saltash Town Council whilst the routing opportunities still remain feasible.

BFPC and BOTHER would be extremely disappointed if a failure to communicate resulted in the project failing before it progressed any further.

Therefore we request that a meeting is arranged between BOTHER, BFPC, a representative from Saltash T.C., Patrick James (Planning & Sustainable Development Service (Area 7, South-East Cornwall) Planning case officer for the Treledan development), the developer for the Treledan site, CORMAC, Catherine Thomson (Cornwall Gateway Community Link Officer) and Martin Worth (Cornwall Councillor: Saltash Trematon & Landrake Division) to discuss at the earliest convenient time the walk/cycle path between Hatt and Carkeel.

**Catherine** – Is it possible that the Sustrans project could be included as an agenda item in the next Cornwall Gateway Community Network Panel?

**Saltash Town Council** – In the meantime could we request that a SPOC is identified from Saltash T.C. that liaises with BFPC with regards to discussions for the plans for Carkeel and any developments in Treledan that could affect our project?

The Sustrans public report can be viewed under Notices at [www.botusfleming.org.uk](http://www.botusfleming.org.uk)

Councillors **Resolved** to note these reports.

**(iv)** Cllr Dave Edwards (Chairman) – Play equipment funding

Mrs Sarah Edwards and Becky Escott reported that a site meeting had taken place with Kompan, the company that were successful in quoting for the new equipment. Installation would take place in July after the Parish Council had given due consideration to expenditure in connection with –

- New equipment estimated at £25,000
- Suitable additional play matting
- Equipment inspection check on new and old equipment

All expenditure would be met from existing ear marked fund accounts and would be specified for approval at the Public Meeting 22<sup>nd</sup> June 2022.

Cllr Fletcher thanked both residents for all their hard work and reflected that the Parish Council had followed due process firstly through an online survey to gauge the needs and requirements of the residents, along with the type of equipment for installation, and secondly, that 5 competitive quotations had been received as recorded in the Minutes of the Public Meeting 27<sup>th</sup> April, 2022 see (item 953 (D)).

Councillors **Resolved** to note this report.



(v) Cllr Dave Edwards (Chairman) – Big Event/Platinum Jubilee Event

Sarah Edwards reported that some last-minute adjustments to First Aid services and catering services were having to be made but the matters were being resolved in time for the Big Event itself.

The quote for Big Event Flyers to be printed with expenditure being met from the earmarked funds was £67.50.

Cllr Fletcher proposed, Cllr Solomon seconded approval of the expenditure of £67.50 from earmarked funds

Councillors **Resolved** to note this report and approve the expenditure of £67.50. All agreed.

(vi) Cllr John Robinson – Saltash Area Road Safety (SARS)

Cllr John Robinson reported that many issues raised referred specifically to Saltash.

The introduction of a speed watch programme is anticipated for Autumn 2022, and this would include Hatt village but not necessarily the A388.

The road signs at the Church Hall crossing in Botus Fleming will be renovated and repainted.

Councillors **Resolved** to note this report.

## 975 Clerk's items

- (i) Draft Minutes of the Annual Parish Meeting 27<sup>th</sup> April 2022 were posted on the website 4<sup>th</sup> May 2022.
- (ii) (a) The Parish Council had received a communication from the St. Mary's church hall committee requesting a donation for the number of meetings held in the hall during the past year. A donation by the Parish Council of £525 (19@£25) would need to be considered. £225 would have to be met from reserves should Councillors approve this payment. (ii) (b) In light of 975 (ii) (a) the Council's Grants & Donations Policy required review in preparation for setting the annual budget in October 2022. The revised Grants & Donations Policy would be presented for adoption at the Public Meeting 22<sup>nd</sup> June 2022. Cllr Edwards proposed that a donation of £600 be made with £300 being met from reserves. This was seconded as a recommendation by Cllr Willey (Vice Chairman). Cllr Edwards (Chairman) recommended that the Grants & Donations Policy amount be increased to £750. This was seconded as a recommendation by Cllr Fletcher. All agreed.
- (iii) The Clerk pointed out that since producing the Insurance report for consideration (see also Item 967 A) two other factors should be noted by Councillors. Firstly, a second renewal premium quotation from Came & Company had been secured. The quote was for £761 (inclusive of IPT and VAT but exclusive of Engineering inspection cover). The Zurich quote was £736 (inclusive). Secondly, it appeared, that no Motion to renew the Long-Term Agreement (LTA) with Zurich was mentioned on the relevant Agenda in May 2017. No briefing note was sent to Parish Councillors for consideration, and no alternative premium quotation was gathered for comparison purposes. The Insurance report and renewal terms

under an LTA in May 2022 seeks to address the points not covered at May 2017 and provides longer term expenditure stability which will be used for the annual budget process.



- (iv) The new Employers' Liability Insurance certificate was displayed at St. Mary's Hall

**Action:** To prepare a Donations schedule for approval and revised Grants & Donations Policy for adoption at 22<sup>nd</sup> June 2022.

Councillors **Resolved** to note items 975 (i) (iii) & (iv) and approved that the Donations expenditure and Policy review (item 975 (ii) (a) & (b)) be considered for adoption at 22<sup>nd</sup> June 2022. All agreed.

#### **976 Correspondence**

No correspondence.

Councillors **Resolved** to note.

#### **977 Date of next meeting**

The next Meeting of the Council will be the **Public Meeting** on the 22<sup>nd</sup> June 2022 at 7:30pm. The Meeting will take place at the St. Marys Church Hall, (COVID safe), Botus Fleming.

The Parish Council would continue to follow any instructions from CALC concerning the COVID -19 situation in connection with forthcoming Public Meetings. The choice to meet face to face was now an option with safety guidelines applying.

#### **978 End of meeting 21:24**

**Signed**

**(Chairman)**

**Date**