

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 28th September 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.

Please do not attend if you are Covid-positive, have symptoms, or are self-isolating

Christopher Cook
Clerk to the Council
12th September 2022

Christopher Cook (CILCA)

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 1031 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 | 28 September 2022

1030/2022 Chair's Welcome & Announcements

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

1031 Public participation

1032 To receive Apologies for Absence and approve the reasons given.

(LGA 1972 s.85 (1))

1033 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.

1034 To approve and sign as a correct record the draft Minutes of the Public Meeting of the Parish Council held on Wednesday 24th August 2022.

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

1035 Matters arising from the Minutes for report purposes only.

1036 A Report from Cornwall Councillor Martin Worth

1037 Finance

A Accounts for Payment.

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

Date	Payee	Description	BACs ref.	£
28/09/2022	Christopher Cook	Salary	BACS236	248.82
28/09/2022	HMRC	PAYE	BACS237	62.40
28/09/2022	Christopher Cook	Office allowance contractual	BACS238	52.00
28/09/2022	BMS Landscaping	Grass cutting (Sept)	BACS239	400.00
28/09/2022	Information Commissioner	Data Protection annual fee	DD	35.00
28/09/2022	PKF Littlejohn LLP	External Auditor fee	BACS240	240.00
28/09/2022	Christopher Cook	Admin expenses & postage	BACS241	19.34
28/09/2022	Kompan Let's Play	Play equipment installation *	BACS242	25,422.00
28/09/2022	Zurich Insurance	Add'n Premium All Risk cover	BACS243	105.50
28/09/2022	Play Inspection Company	Play Equipment inspection contract *	BACS244	510.00
28/09/2022	WesternWeb Ltd	Cloud email accounts renewal	BACS245	180.00
28/09/2022	Dave Willey	Recreation Field signage expenses	BACS246	115.20
		A/c 1 = £ 1,458.26		
		A/c 2 = £ 25,932.00 *		
All BACs payment amounts today				£ 27,390.26

B Direct bank Receipts & Payments for information

All bank receipts for this period **£10,033.55**. Total receipts **Account1** 2022/2023 are **£23,119.07**.
All bank receipts for this period **£500.00**. Total receipts **Account2** 2022/2023 are **£5,744.45**.

Date 28th September 2022

Botus Fleming PC Current Year 2022/2023

Period 6

Receipts & Payments statement as at 28/09/2022

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	28/09/2022		23,119.07
Business Reserve Account - Lloyds A/c 2	28/09/2022		5,744.45
Lloyds A/c 2 = Earmarked Funds *			
Total Receipts			28,863.52

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			2,596.96
Less - Transfer A/c1 to A/c2			1,435.71
Less - Payments made A/c1 - June			1,547.89
Less - Payments made A/c1 - June - Loan			2,732.22
Less - Payments made A/c1 - July			771.22
Less - Payments made A/c1 - August			1,053.22
Less - Payments made A/c1 - Sept			1,458.26
Add - Receipts during September			10,033.55
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			22,478.15

Movement on A/c1 September	Receipts	Payments	Movement +/-
Receipts against Payments	23,119.07	13,079.78	10,039.29
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 April 2022	10,000.00
07/04/2022 Receipt A/c1	Cornwall Council	CTS Grant April 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	10,000.00
14/09/2022 Receipt A/c1	Cornwall Council	CTS Grant Sept 2022	33.55
			23,119.07

28/09/2022 Earmarked Funds receipts *			
Big Event / Christmas Fayre	Account 2	Receipts	4,258.74
Big Event / Assets	Account 2	Receipts	0.00
Playground equipment fund	Account 2	Receipts	0.00
Sports & Recreation Field	Account 2	Receipts	50.00
BOTHER Climate emergency	Account 2	Receipts	1,435.71
Neighbourhood Development Plan (NDP)	Account 2	Receipts	0.00
			5,744.45

28/09/2022 Earmarked Funds payments			
Big Event / Christmas Fayre	Account 2	Payments	2,860.54
Big Event / Assets	Account 2	Payments	737.40
Playground equipment fund	Account 2	Payments	25,422.00
Sports & Recreation Field	Account 2	Payments	510.00
BOTHER Climate emergency response	Account 2	Payments	1,476.17
Neighbourhood Development Plan (NDP)	Account 2	Payments	0.00
RFO 28th September 2022			31,006.11

C Bank reconciliation and Earmarked Funds (EMF) balances at 28th September 2022

Date 28th September 2022

Botus Fleming PC Current Year 2022/2023

Period 6

Bank Reconciliation statement as at 28/09/2022

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	28/09/2022		22,478.15
Business Reserve Account - Lloyds A/c 2 A/c 2 = Earmarked Funds *	28/09/2022		11,760.43
Total balance			34,238.58

Unpresented Cheques (Minus)	0.00	0.00
		34,238.58
Receipts not banked / Cleared (Plus)	0.00	0.00
		34,238.58
	Balance per Cash Book is :-	34,238.58
	Difference is :-	0.00
General Funds as per Bank Statement	Available General Funds	22,478.15

28/09/2022 Earmarked Funds *		
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Big Event / Christmas Fayre	4,899.89
Big Event / Assets	173.60
Playground equipment fund	161.38
Sports & Recreation Field	1,998.67
BOTHER climate emergency response	108.23
Local Elections Fund 2025	3,000.00
Neighbourhood Development Plan (NDP)	1,418.66
RFO 28th September 2022	11,760.43

D Monthly budget monitoring balances at 28th September 2022

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

YEAR END 2022-2023

Period 6 - September

Lloyds Current Account A/c 1 - 38772468	Budget 2021 2022 *	Expenditure 2021 2022	Budget 2022 2023 *	Expenditure as at 28/09/22	Budget available
Expenditure					
Clerk's Salary & Locum expenses	3,750	3,298	3,735	1,610	2,125
HMRC	686	810	700	402	298
		4,108		2,012	
General & Administration					
Postage & Admin Office allowance	350	328	350	189	161
Legal & Website fees	500	585	500	692	-192
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	364	436
		1,895		1,245	
Contracts					
Grass cutting	4,250	3,414	4,250	2,700	1,550
Dog bin cleansing	700	480	500	728	-228
Insurance	1,000	710	1,150	790	360
Loan Repayments	5,464	5,464	5,465	2,732	2,733
Maintenance & Equipment	500	495	2,500	368	2,132
		10,563		7,318	
Other Payments					
Grants & Donations	300	0	300	600	-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		600	
* includes Projects, Bother & (CAT)					
Total Budget £4,250					
Total Payments	24,500	18,289	25,000	11,175	13,825
Vat to date 2022 2023 A/cs 1 & 2				4,913	

E Public Works Loan Board - Loan Statement 28th September 2022

Date 28th September 2022

Botus Fleming PC Current Year 2022/2023

Period 6

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

Bank Statement Account Name(s)	Statement Date	Loan advance	Payments	Balance to pay
	28/09/2022		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
Direct Debit payment - 24/06/2022			2,732.22	61,212.99
Interest 2021/2022			671.42	61,884.41
Total Loan amount outstanding				61,884.41

1038 Planning**New Planning Applications – None received**Application link <http://planning.cornwall.gov.uk/online-applications>**Planning Application Decisions – One received****Reference: PA22 / 07108****Address: Land Pt OS 0001 Hatt Cornwall****Proposal: Change of use of agricultural land/yard to B8 in part retrospective on land at Site 1****Applicant: Mr G Deacon kivells ltd****Grid ref: 239941 / 61993****Application WITHDRAWN 11th September 2022****Planning Application – For information – None received****Planning Application received after Agenda has been issued – To be advised****1039 Neighbourhood Development Plan & Parish Plan – Cllr Marc Solomon**www.botusflemingandhattndp.com**1040 Recreation Field - Cllr Dave Edwards (Chairman)****(i) Grass cutting contract****(ii) Dog fouling****1041 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 - Cllr Dave Edwards (Chairman)**
- E Defibrillators - Cllr Malcolm Fletcher**

Motion – Botus Fleming Parish Council, having agreed to the purchase of two defibrillators for the Parish, proposes to site one in Hatt and one in Botus Fleming in order that both communities within the Parish have optimum access to the equipment.

- F Concessionary Bus rides - Cllr Dave Edwards (Chairman)**
- G Speed watch - Cllr Marc Solomon**

1042 Clerk's items

- (i) Civility & Respect Project**
- (ii) Civility & Respect Pledge**

Civility & Respect for the Local Council sector is top of the National Association of Local Councils (NALC) and the Society of Local Council Clerks (SLCC) Agenda.

Civility means politeness and courtesy in behaviour, speech, and in the written word. By Botus Fleming Parish Council signing up to the Civility & Respect pledge we are demonstrating that the Council is committed to treating Councillors, Clerks, Employees, Members of the Public, Representatives of partner organisations, and volunteers, with Civility & Respect in their role.

The Pledge Statement can be viewed at www.botusfleming.org.uk

1043 Correspondence

1043 (i)

To Whom it concerns (email sent to clerk@botusfleming.org.uk)

XX XX who used to be an agent for Stratton and creber introduced me to XX XX as he was looking to rent some land to store a few cars and small trucks, this side of the Tamar bridge to save transportation at bust times.

I was unaware that he would shut his Plymouth depot and moved his business to Hatt Barns, I was also unaware he had two business hew signed a contract for short term lease as he was looking to buy a property in the area.

After the meeting on 24-08-2022 I could clearly see that he was unable to stay at Hatt. Due to all the upset I have given Keltic motors two months' notice as you can see by the document.

On a personal note, my apologies to everyone concerned in the upset. Especially to Mrs Robins.

Kind regard

Glyn Deacon

1043 (ii)

Dear XXXXX

26th August 2022

Reference use of Yard at Hatt

Due to the Parish Council meeting at Botus Fleming, it is clear that they are not going to let you operation from this site, because I have live there with theses residents, I hope this will not cause any bad feelings, but I am afraid that I am having to give you notice. The notice is two months from the 1st September 2022, I hope that you find a suitable yard in the area.

Hope this does not cause any ill feelings between us and your employees who was courteous, polite to everyone who spoke to them in the yard, but it is the nature of your business the had upset the locals.

I will contact the parish council to inform them that I have given Kelttek Motors two months' notice.

I hope this will buy you time to find a suitable site.

Very sorry to do this.

Glyn Deacon

1043 (iii)

Dear Chris,

I had a chat with Martin Worth last week concerning the ongoing works to properties in Sunnybanks, Hatt, and in particular the amount of noise pollution emanating from the use of hammers and nail guns. Whilst I appreciate that buildings need upkeep and some disruption is inevitable living in a village community, there has been an intrusive continuous staccato of loud banging blighting our lives throughout the spring and summer, particularly first thing in the morning when the builders appear to take particular delight in making as much noise as possible. Not everyone is up and about at 8am; shift and night workers, older folks, those in nearby sheltered accommodation amongst others whom this adversely affects. During the day it has been annoying to have to close windows during a hot summer just to keep the noise at bay. Environmental health concerns do not appear to be considered. This is not a new problem; there has been much house building and other works going on nearby for most of the 14 years I have been here. I feel that we are all overdue for some peace and quiet.

I am not here to cause trouble, I would simply hope that there could be some way of reducing this problem for future generations. I would suggest the preference for screws over the expedience of nails with as much pre construction work as possible done off sight before installation. Could something like this be included in a Parish Council or Cornwall Council planning directive to construction companies? Might there be other ways to approach this issue? Are planning permissions given without consideration of environmental health noise issues? Are the construction companies liable for their noise disruption? I dare say this will raise more questions too.

Many thanks for your time.

Tom Anfield
17 Carlton Villas, Hatt.

1043 (iv)

Botus Fleming Parish Council Mobile Web site enquiry

comment : Hello,this may or may not have been brought to your attention but, I have had a pretty unpleasant experience with my son over the weekend. Whilst playing football on the football pitch at Hatt recreation field. My son has slid through dog muck which as you can image was a awful and avoidable situation which put an end to our kick about. I have to say I'm absolutely disgusted with the state of the field with countless dog mess all over the pitch, including the new park area even to the point where the bags of mess are littered about and even tied onto the fence. I would like to know what the rules are concerning dogs being allowed to be walked on the field? The community has done a fantastic job of raising money to create a safe space for the children to play with new play equipment and now it is unsafe because of the volume of dog mess. Someone has also reported mess in the actual park area.Wouldn't the simple solution be to put a restriction on dog walking on the field ??

Instead only allow dogs to be walked on the fenced off car park area of the field where the dog mess bin has been provided. It seems highly unfair that walking dogs is taking priority over our children's safety. I am not able to attend any council meetings so I hope this can be resolved now I have raised my concerns.

Thank you
Marc wright

1043 (v)

Having missed the last parish council meeting I have been very pleased to see the report of the meeting .The very thorough and detailed presentation put forward by the council supporting the refusal to allow the continuing illegal use of the land near Hatt roundabout as an industrial area when the permission was for agricultural storage was both comprehensive and detailed . My understanding is matters have moved on towards a satisfactory outcome for the local members of the parish some of whom have experienced much distress over this escalating invasion of the area .

To this end I am sure the council will be extremely keen to see the site returning to its original use within the stipulated period .

Once again thanks to one and all for a job well done

Best regards John Watts

1044 Date of next meeting.

The next Meeting of the Council will be the **Public Meeting** on Wednesday 26th October 2022 at 7.30pm at the St.Mary's Church Hall (covid safe).

1045 End of meeting