

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 7th December 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
30th November 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 1081 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 | 7 December 2022

1080/2022 Chair's Welcome & Announcements

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

1081 Public participation

1082 To receive Apologies for Absence and approve the reasons given.

(LGA 1972 s.85 (1))

1083 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.

1084 To approve and sign as a correct record the draft Minutes of the Public Meeting of the Parish Council held on Wednesday 23rd November 2022.

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

1085 Matters arising from the Minutes for report purposes only.

1086 A Report from Cornwall Councillor Martin Worth

1087 Finance

A Accounts for Payment.

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

Payments Schedule

07 December 2022

Period 9

Date	Payee	Description	BACs ref.	£
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07/12/2022	Christopher Cook	Salary	BACS257	269.82
07/12/2022	HMRC	PAYE	BACS258	109.00
07/12/2022	Christopher Cook	Office allowance contractual	BACS259	52.00
07/12/2022	Christopher Cook	NJC Pay award arrears 1st April 2022	BACS257	166.40
All BACs payment amounts today				£ 597.22

B Direct bank Receipts & Payments for information

All bank receipts for this period **£0.00**. Total receipts Account1 2022/2023 are **£23,119.07**.
All bank receipts for this period **£0.00**. Total receipts Account2 2022/2023 are **£5,744.45**.

Date 7th December 2022

Botus Fleming PC Current Year 2022/2023

Period 9

Receipts & Payments statement as at 07/12/2022

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	07/12/2022		23,119.07
Business Reserve Account - Lloyds A/c 2	07/12/2022		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			581.70
Less - Payments made A/c1 - Nov			2,957.16
Less - Payments made A/c1 - Dec			597.22
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			18,342.07

Movement on A/c1 December	Receipts	Payments	Movement +/-
Receipts against Payments	23,119.07	17,215.86	5,903.21

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

07/12/2022 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

07/12/2022 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 7th December 2022					31,006.11

C Bank reconciliation and Earmarked Funds (EMF) balances at 7th December 2022

Date 7th December 2022

Botus Fleming PC Current Year 2022/2023

Period 9

Bank Reconciliation statement as at 07/12/2022

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	07/12/2022		18,342.07
Business Reserve Account - Lloyds A/c 2 A/c 2 = Earmarked Funds *	07/12/2022		11,760.43
Total balance			30,102.50

Unpresented Cheques (Minus)	0.00	0.00
		30,102.50
Receipts not banked / Cleared (Plus)	0.00	0.00
		30,102.50
	Balance per Cash Book is :-	30,102.50
	Difference is :-	0.00
General Funds as per Bank Statement	Available General Funds	18,342.07

07/12/2022 Earmarked Funds *		
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 7th December 2022		11,760.43

D Monthly budget monitoring balances at 7th December 2022

Summary Expenditure Account

Year ended 31st March 2023
monitoring

Monthly Budget

YEAR END 2022-2023

Period 9 - December

Lloyds Current Account A/c 1 - 38772468	Budget 2021 2022 *	Expenditure 2021 2022	Budget 2022 2023 *	Expenditure as at 07/12/22	Budget available
Expenditure					
Clerk's Salary & Locum expenses	3,750	3,298	3,735	2,794	941
HMRC	686	810	700	697	3
		4,108		3,491	
General & Administration					
Postage & Admin Office allowance	350	328	350	242	108
Legal & Website fees	500	585	500	842	-342
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	462	338
		1,895		1,546	
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	2,244	256
		10,563		9,194	
Other Payments					
Grants & Donations	300	0	300	600	-300
Newsletter printing	400	523	400	0	400
Projects & CAT (incl.S.137)	1,000	1,200	2,500	75	2,425
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		675	
* includes Projects, Bother & (CAT)					
Total Budget £4,250					
Total Payments	24,500	18,289	25,000	14,906	10,094
Vat to date 2022 2023 A/cs 1 & 2				5,318	

RFO 7th December 2022

E Public Works Loan Board – Loan Statement 7th December 2022

Date 7th December 2022

Botus Fleming PC Current Year 2022/2023

Period 9

Loan Payments statement

Bank Statement Account Name(s)	Statement Date	Loan advance	Payments	Balance to pay
	07/12/2022		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

1088 Planning

New Planning Applications – Two received

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

Reference: PA22 / 08149

Proposal: Proposed residential development of 8 properties (4 starter homes at 75% of market value and 4 open market dwellings)
RESUBMISSION of APPLICATION PA19/05565

Location: Land adjacent to Huckberry Farm Vollards Lane Hatt PL12 6PT

Applicant: Mr & Mrs R Andrews

Grid ref: 239381 / 62032

Reference: PA22 / 09964

Proposal: Reserved matters application for appearance, landscaping and scale, following outline consent PA19/01685 dated 12.11.19

Location: Land at Orchard Meadow Hatt Saltash

Applicant: NHSW Ltd

Grid ref: 239767 / 61926

Planning Application Decisions – One received

Reference: PA22 / 08157

Address: Pheasants Cry, road from junction south of West Kingsmill to Cherry Cottage Botus Fleming Cornwall

Proposal: Ground mounted solar panels to provide domestic electricity supply to property.

Applicant: Michael; Vincent

Grid ref: 240964 / 61631

Approved with conditions 26th November 2022

Planning Application – For information – None received

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

1089 Neighbourhood Development Plan & Parish Plan – Cllr Marc Solomon

www.botusflemingandhattndp.com

1090 Recreation Field - Cllr Dave Edwards (Chairman)

1091 Councillor Reports (Report A previously circulated)

A Asset Audit - Cllr Sally White

B Climate & Ecological emergency - Cllr Malcolm Fletcher

C BOTHER - Cllr Mervyn Ellis

D Defibrillators - Cllr Malcolm Fletcher

E Concessionary Bus rides - Cllr Dave Edwards (Chairman)

1092 Clerk's items www.botusfleming.org.uk

(i) Budget & Precept 2023 2024 briefing note

(ii) Grass cutting contract Tender 2023

(iii) Meetings schedule 2023

1093 Correspondence

1093 (i)

Dear Sirs,

I wonder if I could make a proposal to the Parish Council with regard to the maintenance of the natural hedges in the parish?

I have noticed that Pentillie Castle is running limited workshops with a local hedge-laying expert this winter. There seems to be a (funding?) connection to the Tamar AONB in conjunction with Defra's Farming in Protected Landscape's project improving the landscape, and it occurred to me that it would be a great legacy if the BOTHER group could undertake to engage the services of the above expert - Jeremy Weiss of Proper Edges - or anyone qualified - to do at least one or two hedge boundaries per annum. If the Parish started with those hedges bounding the highways, for example, the hedge flailing debris wouldn't block the drains every autumn causing ongoing poor road drainage conditions. The ever increasing reduction of the quality of the hedges as they thin has an impact on their usefulness as habitat for wildlife and is not attractive for any of us to look at. Hedges laid properly on a recurring cycle would also hugely increase biodiversity and wildlife habitat potential in the Parish. The relevant landowners could be approached to have their hedge/s laid with a grant/contribution if appropriate.

If this was undertaken on a yearly basis think of the potential to improve the landscape in the parish for decades to come.

I'm sure future generations would be delighted at the foresight of the Parish Council if some reserve funds could be put forward for this as a contribution towards alleviating some of the dreadful effects of climate change.

I hope this can be discussed at the next meeting.

Yours faithfully,

Lisa Cooper

1094 Date of next meeting.

The next Meeting of the Council will be the **Public Meeting** on Wednesday 25th January 2023 at 7.30pm at the St.Mary's Church Hall (covid safe).

1095 End of meeting