

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 22nd February 2023

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

6th February 2023

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 1114 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 | 22 February 2023

1113/2023 Chair's Welcome & Announcements

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

1114 Public participation

1115 To receive Apologies for Absence and approve the reasons given.

(LGA 1972 s.85 (1))

1116 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.

1117 To approve and sign as a correct record the draft Minutes of the Public Meeting of the Parish Council held on Wednesday 25th January 2023.

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

1118 Matters arising from the Minutes for report purposes only.

1119 A Report from Cornwall Councillor Martin Worth

1120 Finance

A Accounts for Payment.

Members are asked to note the following items of expenditure for the month of **February 2023**.

Payments Schedule

22 February 2023

Period 11

Date	Payee	Description	BACs ref.	£
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22/02/2023	Christopher Cook	Salary	BACS265	269.82
22/02/2023	HMRC	PAYE	BACS266	67.40
22/02/2023	WesternWeb Limited	Renewal of BFPC domain name	BACS267	126.00
22/02/2023	Steve Blatchford - Pitch care	Grass cutting service (Sept to Dec)	BACS268	920.00
All BACs payment amounts today				£ 1,383.22

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 22nd February 2023

Botus Fleming PC Current Year 2022/2023

Period 11

Receipts & Payments statement as at 22/02/2023

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	22/02/2023		23,119.07
Business Reserve Account - Lloyds A/c 2	22/02/2023		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			2,732.22
Less - Payments made A/c1 - Jan			684.02
Less - Payments made A/c1 - Feb			1,383.22
Less - Payments made A/c1 - Mar			0.00
General Funds as per Bank Statement			13,542.61

Movement on A/c1 February		Receipts	Payments	Movement +/-
Receipts against Payments		23,119.07	22,015.32	1,103.75

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

22/02/2023 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

22/02/2023 Earmarked Funds payments			
Big Event / Christmas Fayre	Account 2	Payments	3,118.84
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 22nd February 2023			31,264.41

C Bank reconciliation and Earmarked Funds (EMF) balances at 22nd February 2023

Date 22nd February 2023

Botus Fleming PC Current Year 2022/2023

Period 11

Bank Reconciliation statement as at 22/02/2023

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	22/02/2023		13,542.61
Business Reserve Account - Lloyds A/c 2	22/02/2023		11,502.13
A/c 2 = Earmarked Funds *			
Total balance			25,044.74

Unpresented Cheques (Minus)	0.00	0.00
		25,044.74
Receipts not banked / Cleared (Plus)	0.00	0.00
		25,044.74
	Balance per Cash Book is :-	25,044.74
	Difference is :-	0.00
General Funds as per Bank Statement	Available General Funds	13,542.61

22/02/2023 Earmarked Funds *	
Big Event / Christmas Fayre	4,641.59
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 22nd February 2023	11,502.13

D Monthly budget monitoring balances at 22nd February 2023

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

YEAR END 2022-2023

Period 11 - February

Lloyds Current Account A/c 1 - 38772468	Budget 2021 2022 *	Expenditure 2021 2022	Budget 2022 2023 *	Expenditure as at 22/02/23	Budget available
Expenditure					
Clerk's Salary & Locum expenses	3,750	3,298	3,735	3,333	402
HMRC	686	810	700	830	-130
		4,108		4,163	
General & Administration					
Postage & Admin Office allowance	350	328	350	242	108
Legal & Website fees	500	585	500	949	-449
Legal - Recreation Field	50	90	100	0	100
Elections & Adverts (see EMF A/c2)	3,000	255	0	260	-260
Training Expenses Subscriptions	800	637	800	497	303
		1,895		1,948	
Contracts					
Grass cutting	4,250	3,414	4,250	3,620	630
Dog bin cleansing	700	480	500	728	-228
Insurance	1,000	710	1,150	790	360
Loan Repayments	5,464	5,464	5,465	5,465	0
Maintenance & Equipment	500	495	2,500	2,244	256
		10,563		12,847	
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	19,633	5,367
Vat to date 2022 2023 A/cs 1 & 2				5,391	

RFO 22nd February 2023

E Public Works Loan Board – Loan Statement 22nd February 2023

Loan Payments statement
for Cashbook - Current A/c 1

Bank Statement Account Name(s)	Statement Date	Loan advance	Payments	Balance to pay
	22/02/2023		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
Direct Debit payment - 24/12/2022			2,732.22	59,152.19
Interest 2021/2022			649.79	59,801.98
Total Loan amount outstanding				59,801.98

1121 Planning

New Planning Applications – One received

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

Information to Councillors from the Parish Clerk.

The Planning Department have consulted with Saltash Town Council regarding this Application.

The proposed development IS NOT within the Parish boundary.

The 'red line' of the boundary encroaches slightly into the Parish boundary site.

The Parish Council are welcome to consult and comment IF the Council feels it is necessary.

Reference: PA23 / 00341

Proposal: Replacement of existing rear conservatory extension with new rear extension; replacement of existing single-storey side extension with new single-storey side extension and 2 no. proposed dormer windows to the rear of the existing property.

Location: Smallacombe, Carkeel, Saltash, Cornwall

Applicant: Jane Bownas

Grid ref: 240535 / 61134

Planning Application Decisions – Two received

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, Vollarads Lane, Hatt PL12 6PT

Applicant: Mr & Mrs R Andrews

Planning application PA22 / 08149 was WITHDRAWN 1st February 2023

Planning Application received 13th November 2006 (Application 1st November 2017)

Reference: E2/06/01640/FUL

Proposal: Construction of gabion basket wall to prevent erosion of land and property by tidal effects of the River Tamar.
Location: Pineapple Farm, Moditonham, Botus Fleming, Saltash PL12 6NN

Planning application reference E2/06/01640/FUL was REFUSED 1st February 2023

Planning Application – For information – One received

Reference: PA23 / 01065
Proposal: Non-material amendment in relation to decision notice PA21/10831 dated 24/12/2021 to delete roof windows on East and West elevations delete vaulted window and patio doors on North elevation, add new window in place of patio doors on North elevation and reduce size of kitchen to make space for a boot room
Location: 25 Sunnybanks, Hatt, Saltash, Cornwall PL12 6SA
Applicant: Mr Paul Loveridge

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

1122 Neighbourhood Development Plan & Parish Plan – Cllr Marc Solomon
www.botusflemingandhattndp.com

1123 Recreation Field - Cllr Dave Edwards (Chairman)

1124 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 Willey (Vice Chairman)

1125 Clerk's items www.botusfleming.org.uk

(i) Grass cutting contract Tender 2023 – evaluation of applications (Item 1128)

1126 Correspondence

1126 (i)

Dear Sir/Madam

Thank you for taking the time to read my email.

I am writing on behalf of the Tamar Toll Action Group and we are reaching out to all MPs, Cornwall and Plymouth Council, plus all Town Councils and Parish Councils in Cornwall to help gain support for our campaign to abolish the tolls on the Tamar Bridge and Ferry.

Although you may not feel your parish is within proximity to South East Cornwall, we believe the economic burden placed on Cornwall reaches far and wide.

We will need all the help we can get and I would really appreciate it if we could count on your support to further this cause within Cornwall Council and with our MPs.

Regards
Lee Lidstone
(Treasurer)

1127 Public Bodies (Admission to Meetings) Act 1960

To **Resolve** that pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 the public and press leave the meeting because of the confidential nature of the business to be transacted.

1128 Evaluation of Grass cutting Tenders 2023

1129 Public Bodies (Admission to Meetings) Act 1960

To **Resolve** that the public and press be re-admitted to the meeting.

1130 Sub-Committee recommendation 8th February 2023

1131 Date of next meeting.

The next Meeting of the Council will be the **Public Meeting** on Wednesday 22nd March 2023 at 7.30pm at the St.Mary's Church Hall (covid safe).

1132 End of meeting