

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 26th April 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.

Christopher Cook (CILCA)

Christopher Cook

Clerk to the Council

4th April 2023

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 1154 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 | 26 April 2023

1153/2023 Chair's Welcome & Announcements

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

1154 Public participation

1155 To receive Apologies for Absence and approve the reasons given.

(LGA 1972 s.85 (1))

1156 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.

1157 To approve and sign as a correct record the draft Minutes of the Public Meeting of the Parish Council held on Wednesday 22nd March 2023.

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

1158 Matters arising from the Minutes for report purposes only.

1159 A Report from Cornwall Councillor Martin Worth

1160 Finance

A Accounts for Payment.

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

Payments Schedule

26 April 2023

Period 1

Date	Payee	Description	BACs ref.	£
26/04/2023	Christopher Cook	Salary	BACS276	269.82
26/04/2023	HMRC	PAYE	BACS277	67.40
26/04/2023	Cornwall ALC Limited	Annual membership subscription	BACS278	415.56
26/04/2023	Pitch Care Guru	Verge cutting (April)	BACS279	150.00
All BACs payment amounts today				£ 902.78

B Direct bank Receipts & Payments for information

All bank receipts for this period **£15,801.78** Total receipts 2023/2024 are **£15,801.78**

Total receipts **Account 1** 2023/2024 are **£15,777.78**

Total receipts **Account 2** 2023/2024 are **£24.00**

Date 26th April 2023

Botus Fleming PC Current Year 2023/2024

Period 1

Receipts & Payments statement as at 26/04/2023

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	26/04/2023		15,777.78
Business Reserve Account - Lloyds A/c 2	26/04/2023		24.00
Lloyds A/c 2 = Earmarked Funds *			
Total Receipts			15,801.78

Available General Funds from 31st March			12,979.26
Less - Payments made A/c1 - Apr			902.78
Add - Receipts during April			15,777.78
Less - Payments made A/c1 - May			0.00
Less - Transfer A/c1 to A/c2			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			27,854.26

Movement on A/c1 April		Receipts	Payments	Movement +/-
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Receipts against Payments		15,777.78		902.78	14,875.00
Precept payment due 7/4/22 £10,000.00					
Precept payment due 7/9/22 £10,000.00					
07/04/2023 Receipt A/c1		Cornwall Council		Precept April 2023	10,250.00
07/04/2023 Receipt A/c1		Cornwall Council		CTS Grant April 2023	0.00
09/04/2023 Receipt A/c1		HMRC		Vat recovery claim	5,527.78
14/09/2023 Receipt A/c1		Cornwall Council		Precept Sept 2023	0.00
14/09/2023 Receipt A/c1		Cornwall Council		CTS Grant Sept 2023	0.00
					15,777.78

26/04/2023 Earmarked Funds receipts *					
Big Event / Christmas Fayre	Account 2		Receipts		0.00
Big Event / Assets / Grants	Account 2		Receipts		24.00
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
					24.00

26/04/2023 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 response	Account 2		Payments		0.00
Neighbourhood Development Plan (NDP)	Account 2		Payments		0.00
RFO 26th April 2023					0.00

C Bank reconciliation and Earmarked Funds (EMF) balances at 26th April 2023

Date 26th April 2023

Botus Fleming PC Current Year 2023/2024

Period 1

Bank Reconciliation statement as at 26/04/2023

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	26/04/2023		27,854.26
Business Reserve Account - Lloyds A/c 2	26/04/2023		11,288.73
A/c 2 = Earmarked Funds *			
Total balance			39,142.99

Unpresented Cheques (Minus)		0.00	0.00
			39,142.99
Receipts not banked / Cleared (Plus)		0.00	0.00
			39,142.99
		Balance per Cash Book is :-	39,142.99
		Difference is :-	0.00
General Funds as per Bank Statement		Available General Funds	27,854.26

26/04/2023 Earmarked Funds *			
Big Event / Christmas Fayre			4,641.59
Big Event / Assets / Grants			-39.80

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 26th April 2023	11,288.73

D Monthly budget monitoring balances at 26th April 2023

Summary Expenditure Account Year ended 31st March 2024
monitoring Monthly Budget

YEAR END 2022-2023

Period 1 - April

Lloyds Current Account A/c 1 - 38772468	Budget 2022 2023 *	Expenditure as at 22/03/23	Budget 2023 2024 *	Expenditure as at 26/04/23	Budget available
Expenditure					
Clerk's Salary & Locum expenses	3,735	3,647	3,750	269	3,481
HMRC	700	897	836	67	769
		4,544		336	
General & Administration					
Postage & Admin Office allowance	350	334	300	0	300
Legal & Website fees	500	1,016	700	0	700
Professional fees & Subscriptions	100	0	500	354	146
Elections & Adverts (see EMF A/c2)	0	260	400	0	400
Training & Expenses	800	506	450	0	450
		2,116		354	
Contracts					
Grass cutting	4,250	3,620	6,000	150	5,850
Dog bin cleansing	500	728	750	0	750
Insurance	1,150	790	1,100	0	1,100
Play Equipment inspections	0	0	400	0	400
Loan Repayments (PWLB)	5,465	5,465	5,464	0	5,464
Maintenance & Equipment	2,500	2,244	3,000	0	3,000
		12,847		150	
Other Payments					
Grants & Donations	300	600	750	0	750
Newsletter printing	400	0	400	0	400
Projects & S.137	2,500	75	1,000	0	1,000
Community Action Team (CAT)	0	0	1,500	0	1,500
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 £5,527.78		675		0	
* includes Projects, Bother & (CAT)					
Total Budget £4,250					
Total Payments	25,000	20,182	29,050	840	28,210
Vat to date 2023 2024 A/cs 1 & 2				61	

RFO 26th April 2023

E Public Works Loan Board - Loan Statement 26th April 2023

Date 26th April 2023

Botus Fleming PC Current Year 2023/2024

Period 1

Loan Payments statement
for Cashbook - Current A/c 1

Bank Statement Account Name(s)	Statement Date	Loan advance	Payments	Balance to pay
	26/04/2023		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

F Year End Accounts for Internal Audit (www.botusfleming.org.uk)

- (i) Supporting Statement to Receipts & Payments Account & Section 137
- (ii) Receipts & Payments Summary 2022/2023
- (iii) Summary Receipts & Payments Account 2022/2023
- (iv) Statement of Income & Expenditure 2022/2023
- (v) Over £100 payments listing 2022/2023

1161 Planning

New Planning Applications – One received

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

**5 Day Planning Protocol request from Cornwall Council Planning
Received 29th March 2023. Parish Council response 4th April 2023**

Application PA22 / 10400

**Proposal Change of use (retrospective) of agricultural land/yard
to use class B8**

Location Land Pt OS 0001 Hatt Cornwall

Applicant Mr G Deacon Kivells Ltd

Grid Ref 239941 / 61993

**Following the Parish Council's objection to the scheme dated 12th January 2023.
Councillors were requested to consider and vote on the following options-**

- 1. Agree with the Principal Development Officer's recommendation.**
- 2. Agree to disagree**
- 3. Having made strong planning reasons to maintain the original position on the proposal against the recommendation, it is requested that the application be determined by the Planning Committee**

Parish Councillors voted-

- Option 1 – 0 votes
- Option 2 – 0 votes
- Option 3 – 8 votes (refer to Planning Committee)

Planning Application Decisions – One received

Application PA22 / 11197

Proposal Conversion of garage and store to extra living accommodation for the bungalow installing pitched roof this area and demolishing adjacent timber agricultural sheds and construction of one detached fodder and implement store.

Location Philchris Vollarads Lane Hatt Saltash

Applicant Mrs Maisie Brown

Grid Ref 238764 / 61962

Approved with conditions 30th March 2023

Planning Application – For information – None received

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

1162 Neighbourhood Development Plan & Parish Plan – Cllr Marc Solomon
www.botusflemingandhattndp.com

1163 Recreation Field & Big Event - Cllr Dave Edwards (Chairman)

1164 Councillor Reports (Reports 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

1165 Clerk's items www.botusfleming.org.uk

1166 Correspondence

1166 (i)

Dear Parish Council

I write in the hope that you may be able to assist in resolving an issue arising in the parish and that need urgent attention.

Due to the roadworks occurring on the A388 drivers are (now routinely) choosing to divert or rat run through Botus Fleming a single carriageway rural lane with a few passing places. This country lane is not suitable as a substitute for the A388 and this level of traffic is entirely unsustainable for this location. This diversion by drivers results in long queues of cars from each way creating a log jam in the village where it narrows on the road from Moditonham to Spindleberry. There is only one adequate passing place on this stretch of road, it is entirely unsuited for this level of traffic and something needs to be done urgently to address this issue.

1. The roadworks need to be better managed to avoid the extensive queues causing drivers to seek alternative options.
2. Drivers need to be prevented from using Botus Fleming as a cut through from Hatt to Carkeel in order to avoid traffic.

This is also a road safety issue as the lanes are used extensively by walkers and also by horse riders and due to the limited areas to pass are unable to avoid the traffic.

I look forward to hearing from you as to how you might assist in resolving the issue.

Yours faithfully

Lorna Gurney

1167 Policy review

1168 Date of next meeting.

The next Meeting of the Council will be the **Annual Meeting of the Parish Council (AMPC)** on Wednesday 24th May 2023 at 7.30pm at the St. Mary's Church Hall (covid safe).

1169 End of meeting