

# Botus Fleming Parish Council

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## 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 23<sup>rd</sup> August 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 this Agenda.

*Christopher Cook (CILCA)*

Christopher Cook

Clerk to the Council

7<sup>th</sup> August 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 1224 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 | 23 August 2023

### **1223/2023 Chair's Welcome & Announcements**

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

### **1224 Public participation**

### **1225 To receive Apologies for Absence and approve the reasons given.**

(LGA 1972 s.85 (1))

### **1226 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.

### **1227 To approve and sign as a correct record the draft Minutes of the Public Meeting of the Parish Council held on Wednesday 26<sup>th</sup> July 2023, and the draft Minutes of the Sub-Committee Meeting of the 26<sup>th</sup> July 2023.**

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

### **1228 Matters arising from the Minutes for report purposes only.**

### **1229 A Report from Cornwall Councillor Martin Worth**

## 1230 Finance

### A Accounts for Payment.

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

#### Payments Schedule

23 August 2023

Period 5

Date	Payee	Description	BACs ref.	£
23/08/2023	Christopher Cook	Salary	BACS299	269.82
23/08/2023	HMRC	PAYE	BACS300	67.40
23/08/2023	Ally Hill property maintenance	Grass cutting (Aug)	BACS301	670.00
23/08/2023	WesternWeb Ltd	Renewal cloud email account	BACS302	180.00
23/08/2023	South Western Ambulance	Defibrillator support package	BACS303	1,200.00
<b>All BACs payment amounts today</b>				<b>£ 2,387.22</b>

### B Direct bank Receipts & Payments for information

All bank receipts for this period **£0.00** 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 23rd August 2023

Botus Fleming PC Current Year 2023/2024

Period 5

Receipts & Payments statement as at 23/082023

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	23/08/2023		15,777.78
Business Reserve Account - Lloyds A/c 2	23/08/2023		24.00
Lloyds A/c 2 = Earmarked Funds *			
<b>Total Receipts</b>			<b>15,801.78</b>

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			2,856.61
Less - Transfer A/c1 to A/c2			0.00
Less - Payments made A/c1 - June			1,579.22
Less - Payments made A/c1 - June - Loan			2,732.22
Less - Payments made A/c1 - July			1,412.91
Less - Payments made A/c1 - August			2,387.22
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
<b>General Funds as per Bank Statement</b>			<b>16,886.08</b>

Movement on A/c1 August	Receipts	Payments	Movement +/-
Receipts against Payments	15,777.78	11,870.96	3,906.82
Precept payment due 7/4/23 £10,250.00			
Precept payment due 7/9/23 £10,250.00			
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

23/08/2023 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
Recreation Field rental income	Account 2	Receipts	0.00
BOTHER Climate emergency	Account 2	Receipts	0.00
Neighbourhood Development Plan (NDP)	Account 2	Receipts	0.00
			24.00

23/08/2023 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
Recreation Field other payments	Account 2	Payments	0.00
BOTHER Climate emergency response	Account 2	Payments	0.00
Neighbourhood Development Plan (NDP)	Account 2	Payments	0.00
RFO 23rd August 2023			0.00

### C Bank reconciliation and Earmarked Funds (EMF) balances at 23<sup>rd</sup> August 2023

Date 23rd August 2023

Botus Fleming PC Current Year 2023/2024

Period 5

Bank Reconciliation statement as at 23/08/2023

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	23/08/2023		16,886.08
Business Reserve Account - Lloyds A/c 2	23/08/2023		11,288.73
A/c 2 = Earmarked Funds *			
<b>Total balance</b>			<b>28,174.81</b>

Unpresented Cheques (Minus)	0.00	0.00
		28,174.81
Receipts not banked / Cleared (Plus)	0.00	0.00
		28,174.81
	Balance per Cash Book is :-	28,174.81
	Difference is :-	0.00
General Funds as per Bank Statement	Available General Funds	16,886.08

23/08/2023 Earmarked Funds *		
Big Event / Christmas Fayre		4,641.59
Big Event / Assets / Grants		0.00
Playground equipment fund		121.58
Sports & Recreation Field		1,998.67
Recreation Field rental income		0.00
BOTHER climate emergency response		108.23
Local Elections Fund 2025		3,000.00
Neighbourhood Development Plan (NDP)		1,418.66
RFO 23rd August 2023		11,288.73

Vire £39.80 from Playground equipment fund (EMF) to Big Event/Assets/Grants (EMF)

D Monthly budget monitoring balances at 23<sup>rd</sup> August 2023

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

YEAR END 2022-2023

Period 5 - August

Lloyds Current Account A/c 1 - 38772468	Budget 2022 2023 *	Expenditure as at 22/03/23	Budget 2023 2024 *	Expenditure as at 23/08/23	Budget available
<b>Expenditure</b>					
Clerk's Salary & Locum expenses	3,735	3,647	3,750	1,347	2,403
HMRC	700	897	836	336	500
		<b>4,544</b>		<b>1,683</b>	
<b>General &amp; Administration</b>					
Postage & Admin Office allowance	350	334	300	124	176
Legal & Website fees	500	1,016	700	150	550
Professional fees & Subscriptions	100	0	500	514	-14
Elections & Adverts (see EMF A/c2)	0	260	400	0	400
Training & Expenses	800	506	450	0	450
		<b>2,116</b>		<b>788</b>	
<b>Contracts</b>					
Grass cutting	4,250	3,620	6,000	2,630	3,370
Dog bin cleansing	500	728	750	730	20
Insurance	1,150	790	1,100	855	245
Play Equipment inspections	0	0	400	0	400
Loan Repayments (PWLb)	5,465	5,465	5,464	2,732	2,732
Maintenance & Equipment	2,500	2,244	3,000	1,000	2,000
		<b>12,847</b>		<b>7,947</b>	
<b>Other Payments</b>					
Grants & Donations	300	600	750	750	0
Newsletter printing	400	0	400	195	205
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		<b>675</b>		<b>945</b>	

* includes Projects, Bother & (CAT)					
Total Budget £4,250					
Total Payments	25,000	20,182	29,050	11,363	17,687
Vat to date 2023 2024 A/cs 1 & 2				505	

RFO 23rd August 2023

## E Public Works Loan Board - Loan Statement 23<sup>rd</sup> August 2023

Date 23<sup>rd</sup> August 2023

Botus Fleming PC Current Year 2023/2024

Period 5

Loan Payments statement  
for Cashbook - Current A/c 1

Bank Statement Account Name(s)	Statement Date	Loan advance	Payments	Balance to pay
	23/08/2023		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
Direct Debit payment - 24/06/2022			2,732.22	57,069.76
Interest 2022/2023			627.92	57,697.68
Total Loan amount outstanding				57,697.68

### 1231 Planning

#### New Planning Applications – One received

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

Application PA23 / 05490

Proposal Replacement windows and doors

Location Pheasants Cry and Owls Hoot Botus Fleming Saltash Cornwall

Grid Ref 240964 / 61631

#### Planning Application Decisions – One received

Application PA23 / 05008

Proposal Garage extension

Location 47 Andrews Way Hatt Saltash Cornwall

Grid Ref 239619 / 62092

#### PA23 / 05008 Approved with conditions 11<sup>th</sup> August 2023

Planning Application – For information – None received

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

### 1232 Neighbourhood Development Plan & Parish Plan – Cllr Marc Solomon

[www.botusflemingandhattndp.com](http://www.botusflemingandhattndp.com)

**1233 Recreation Field & Big Event - Cllr Dave Edwards (Chairman)**

**MOTION – Councillors approve the draft Licence Agreement for adoption in relation to Saltash United Junior Football Club using the football field at the Recreation Field, and consideration of keyholding facilities and car parking arrangements.**

**1234 Councillor Reports (Report A previously circulated)**

- |          |   |                                       |
|----------|---|---------------------------------------|
| <b>A</b> | <b>Asset Audit</b>                        | <b>- Cllr Sally White</b>             |
| <b>B</b> | <b>Climate &amp; Ecological emergency</b> | <b>- Cllr Malcolm Fletcher</b>        |
| <b>C</b> | <b>BOTHER</b>                             | <b>- Cllr Mervyn Ellis</b>            |
| <b>D</b> | <b>Defibrillators</b>                     | <b>- Cllr Malcolm Fletcher</b>        |
| <b>E</b> | <b>Playground fencing</b>                 | <b>- Cllr Dave Edwards (Chairman)</b> |
| <b>F</b> | <b>Highways Drainage</b>                  | <b>- Cllr Malcolm Fletcher</b>        |
| <b>G</b> | <b>Bidwell</b>                            | <b>- Cllr Malcolm Fletcher</b>        |
| <b>H</b> | <b>Policy review</b>                      | <b>- Cllr Julian Oakes</b>            |

**1235 Clerk's items [www.botusfleming.org.uk](http://www.botusfleming.org.uk)**

**1236 Correspondence**

**1236 (i)**

To the Clerk and Councillors of Botus Fleming PC

I attended the last P.C meeting dated 28.06.23. and was asked the question, as a dog owner what were my thoughts about the playing field. At the time I wasn't really aware of the situation and therefore possibly didn't express my views fully. I believe the matter will be discussed further at the next meeting and if I am unable to attend, I would like to express my thoughts by enclosing the following.

Firstly, as a dog owner I can fully appreciate that dogs can be a nuisance to others and even a danger. With that in mind I hope that as a responsible dog owner I take care to prevent my dog from the kind of behaviour that does affect others. Like most things in life the minority will always spoil things for the majority. It is also important to consider the well being of the dogs themselves. Just like humans, dogs need physical and mental activity. For a rural area its amazingly difficult to find a safe space that dogs can run free. I would whole heartedly support a total ban on dogs from an enclosed area around the play equipment and it would seem common sense that dogs should be on leads during ANY events held in the field, whether it's an organized sports match or something like the Big Event.

I would also like to look at this from another point of view, not as a dog owner but as someone that has spent a lot of time and effort helping others maintain and improve Hatt recreation field. I don't have children and therefore have no use for the play equipment, but I have helped raise money for the new equipment and continue to help, in a small way to maintain the donated equipment. I've only done this work because I believed that the field was going to be for ALL and not just children.

It does seem that the ones to have benefited most from the improvements at the playing field are the parents and children. It also seems that those that complain the most are the parents. I would go further and say those that do the least amount to help are the parents. Trying to get help, from parents, to do anything in the field is extremely difficult. It is very noticeable that the biggest effort within the field has been from members of the community that DO NOT have children but may have dogs. I would therefore, find it insulting if dogs were to be totally banned from free running in

the greater part of the field, and would be asking myself why I bothered to help with the play area and Hatt recreation field improvements in the first place.

Resident of Hatt.

### **1236 (ii)**

Hi Guys,

I understand the issue of dogs in the playing field is probably becoming a tedious point of discussion by now but I would just like to raise a few things.

Firstly, in what has seemingly become a “dog owners” v “parents” battle, I would like to point out that although a parent without a dog, I am certainly not anti-dog.

I have had dogs in the past and will again when work commitments allow. I think its great to see people out and about walking and it has always been a great way to meet other villagers.

I have been fortunate enough to have lived in Hatt for the majority of 38 years. During that time there has always been a safe designated place for children to play, (the old ‘tug of war’ field where the boulders are, the brief period in the barn field opposite that and then obviously our current site from 2000 onwards. ( I scored the first ever goal in that field the day it opened in case anyone was wondering?!) 😊

Up until just a few years ago these were dog free and from what i could understand there was never any issue?

Dogs on children's playgrounds represent a major health and injury hazard:

- Toxocariasis - an infection caused by roundworm parasites, most commonly found in cats, dogs and foxes faeces. Children and young adults are usually affected due to contact with contaminated soil or sand within play areas by swallowing the infected egg.
- There is evidence that dogs can also carry E.coli and hepatitis in their faeces.
- There are over 7,000 admissions to hospital for dog bites and attacks annually in the U.K. and under 10's were most likely to be admitted. (NHS Digital)

Put simply, dogs and children cannot share the same area.

Whilst fencing off the play equipment solves one issue, what about the other 80% of the field?

Expecting them to share the area would heavily favour the dog owners.

No parent will put their child in an unsafe environment.

Would dog owners take their dogs there if children left things harmful to their dogs? - of course not!

I completely understand the need for an area for dogs to exercise and that this field makes for a lovely spot to do so. I would question whether taking this area away from children is the answer though?

The council should be commended on what an excellent job it has done this past few years. Your enthusiasm and dynamism in improving the community is refreshing and something certainly not seen in my lifetime.

This leads me to have every faith that you will resolve this issue in a way that will keep everyone happy - not just a majority, and that my children wont ever be laying claim to scoring the last ever goal in the field.

Cheers.

### **1236 (iii)**

Dear Chris pleased find attached drawing of my idea for entrance into field to help elevate issues with dogs in play area. Only an idea not fool proof I know? But it goes some way to protect children from contact with dog mess?



Families in the play area will need to take this into consideration when having dogs with them.

Many thanks

**1237 Date of next meeting.**

The next Meeting of the Council will be the **Public Meeting** on Wednesday 27<sup>th</sup> September 2023 at 7.30pm at the St. Mary's Church Hall (covid safe).

**1238 End of meeting**