



## **PUBLIC MEETING OF THE PARISH COUNCIL**

Wednesday 26<sup>th</sup> July 2023

**Present: Councillor Edwards (Chairman)**

**Councillors Ellis, Fletcher, Oakes, Robinson, Solomon, White, & Willey (Vice Chairman).**

**Also in attendance:**

Christopher Cook - Parish Clerk & Responsible Financial Officer.

Members of the public: **8**

Members of the public were permitted to speak on each Agenda item for a period of 3 minutes. This meeting was advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media and members of the public. The public were advised that whilst every effort is taken to ensure that members of the public would not be filmed, it could not be guaranteed.

**Minutes 26<sup>th</sup> July 2023**

### **1207/2023 Chair's Welcome & Announcements**

Cllr Edwards (Chairman) welcomed residents to the Public Meeting of the Parish Council and delivered Health and Safety housekeeping rules.

Social distancing and Covid-19 measures were observed, such as ventilation. No one intended recording the meeting.

### **1208 Public participation**

A resident thanked Cllr Willey (Vice Chairman) for arranging removal of an abandoned vehicle from Ellbridge Lane.

Residents made several observations regarding the control of dog-fouling on the Recreation Field.

- A. Segregating the play area (fencing off playground equipment). No dogs allowed.
- B. Restricting dogs to an area on the car parking area and football pitch. Dogs to be kept on leads.
- Volunteers to police the Recreation Field.

Cornwall Council are currently carrying out a Town & Parish Council consultation regarding the Public Spaces Protection Orders (PSPOs) for dogs on leads, dog fouling and dog exclusion areas. The Parish Council as landowners are entitled to have an Enforcement Plan, but this would be a civil matter or based on good will.



The Parish Council are already aware that it is not easy to recruit volunteers in the Community to carry out policing or to issue Fixed Penalty Notices when dog fouling occurs. Volunteer work is already underway wherein some residents do 'pick up' after dog owners who do not use the Dog Bins provided at the Recreation Field. The Parish Council are also aware that several of the public from Saltash take their dogs to use the Recreation Field.

Cllr Fletcher observed that, following a recent visit to Killerton House, notices were provided to the public offering 3 options to manage their land in response to dog owners.

- 1. Guide dogs were the only dogs permissible in some restricted areas.
- 2. Open spaces close to Killerton House – Dogs kept on leads.
- 3. Park Area – Dogs were allowed to be off the lead providing owners picked up after them, and the dogs were in sight at all times and “under control”, i.e. they would return on command.

Cllr Ellis stated that it was the Parish Council's intention to reach a solution to the problem, which would not exclude anyone in the Community. Everyone at the Meeting agreed with this view.

Two items of correspondence had been received from residents commenting about dog fouling and these letters will appear on the Agenda 23<sup>rd</sup> August 2023.

Councillors **Resolved** to note.

#### **1209 To receive Apologies for Absence and approve the reasons given**

County Cllr Martin Worth.

#### **1210 Declarations of Interest**

Councillors **Resolved** that no Councillors declared pecuniary or non-pecuniary interests.

Councillors **Resolved** that no Councillors were liable for written Dispensations or Gifts.

#### **1211 Minutes of the Public Meeting held on the 28<sup>th</sup> June 2023**

Minutes 28<sup>th</sup> June 2023 - Proposed Cllr Fletcher, seconded Cllr Oakes.  
All agreed.

Councillors **Resolved** to approve the draft Minutes subject to comment at Item 1212..

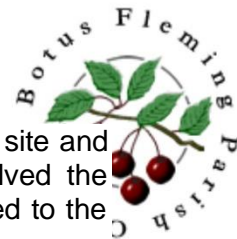
#### **1212 Matters arising from the draft Minutes for report purposes only.**

Cllr Fletcher noted under Item 1204, the Clerk's response to correspondence received, though satisfactory, it did not include all of the remarks made by Councillors. This aspect was noted and individual Councillors, rather than the Clerk, in future would be asked to answer correspondence when necessary.

Councillors **Resolved** to note.

#### **1213 A Report from Cornwall Councillor Martin Worth**

Cllr Martin Worth provided a written report to the Clerk -



- I. Further to the Minutes dated 28th June 2023, Cllr Worth had visited the site and engaged with the residents in Carlton Villas, Vollards Lane and resolved the issue of the verge cutting. The grass in question has been cut and added to the ongoing schedule for Highways.
- II. Flooding incident 14<sup>th</sup> / 15<sup>th</sup> July 2023. Cllr Worth engaged with the resident at 60 Sunnybanks and ensured that Highways sent out a crew on the Saturday morning to clear the drains and provide sandbags. A longer-term solution is in the CORMAC work program and will be provided when funds allow. This issue was discussed with the resident.
- III. Further information will be provided to the Parish at the Public Meeting 23<sup>rd</sup> August 2023 after the Full Council meeting on Tuesday 25<sup>th</sup> July. [Agenda for Cornwall Council on Tuesday, 25th July, 2023, 10.30 am - Cornwall Council](#)

The following information was provided as an update on Cornwall Council staff working patterns.

Estates Transformation Meeting Friday 30<sup>th</sup> June 2023.

Customer & Support Services Overview and Scrutiny Committee.

The attached Agenda Report for lists details on the change in Working Patterns.

<https://democracy.cornwall.gov.uk/ieListDocuments.aspx?CId=1199&MId=13156&Ver=4>

Cllr Robinson advised that the Highways Area Manager had engaged with the third party at Sunnybanks on the 18<sup>th</sup> July 2023 to discuss a solution to the problem.

Cllr Fletcher offered to compose a letter from the Parish Council to the County Councillor addressing several points following engagement with the third party. It was necessary for a contents insurance claim to be made by the resident following the loss of personal effects as a result of the flooding incident.

Councillors **Resolved** to note this report.

## **1214 Finance**

### **A Accounts for Payment July 2023**

Cllr Edwards (Chairman) proposed, and Cllr Fletcher seconded the approval of the Accounts for payment. All agreed.

Councillors **Resolved** to approve the accounts for payment.

### **B Direct bank Payments & Receipts for information**

Bank Receipts were reported as **£15,777.78** Total receipts Account1 2022/2023 **£15,777.78**  
Bank Receipts were reported as **£24.00** Total receipts Account2 2022/2023 **£24.00**

Councillors **Resolved** to note.



**C Bank reconciliation and Earmarked Funds (EMF)**

The General Account balance was reported as **£19,273.30** and the Earmarked Funds as **£11,288.73**

Councillors **Resolved** to note.

**D Monthly budget monitoring balances report**

Councillors **Resolved** to note the report.

**E Public Works Loan Board Statement July 2023**

Councillors **Resolved** to note.

**1215 Planning <http://planning.cornwall.gov.uk/online-applications>**

**New Planning Applications – One received**

**Application PA23 / 05008**

**Proposal Garage extension**

**Location 47 Andrews Way Hatt Saltash Cornwall**

**Applicant Mr & Mrs Mitchel**

**Grid Ref 239619 / 62092**

Cllr Oakes felt that the development was in keeping with the area and that the design plans and photographs were professional and clear.

Cllr White noted that the Applicant was dealing directly with South West Water concerning a few issues which they had raised regarding the development.

Proposed Cllr Edwards (Chairman), seconded Cllr Ellis that the Application be supported.

**Parish Councillors voted-**

**Support – 8 votes**

**Reject – 0 votes**

**Abstain – 0 votes**

**Councillors Resolved to SUPPORT planning application PA23 / 05008.**

**Planning Application Decisions – None received**

**Planning Application for Information – None received**

**Planning Applications received after Agenda published – None received**

Councillors **Resolved** to note all Planning matters.

**1216 Neighbourhood Development Plan (NDP) & Parish Plan**  
[www.botusflemingandhattndp.com](http://www.botusflemingandhattndp.com)



Cllr Solomon advised that the NDP Whatsapp communication group had been set up.

It was hoped that more Parishioners would volunteer for the Group to provide a more balanced view in representing all residents.

The current (NDP) Plan required a full review as the link contained out of date information from 2017. The current Housing Needs Survey statistics would be included in the (NDP) plan following a presentation by Landulph Parish Council (see Item 1191 28<sup>th</sup> June 2023).

Cllr Oakes agreed to contact Westernweb to establish how the link could be refreshed.

Councillors **Resolved** to note.

## 1217 Recreation Field & Big Event

The Big Event planned for 15<sup>th</sup> July 2023 was cancelled due to inclement weather and the forecast of high winds. The Event would be rescheduled for a date in 2024.

Cllr Edwards (Chairman) discussed the Parish Council's future plans and the project of a Community Centre being located at the Recreation Field. A Community Area Partnership (CAPs – formerly the Cornwall Gateway Partnership (CNP)) meeting had been attended which advised Councils that Government 'levelling up' funding was available for Parishes to apply for a Grant up to £25,000 in the form of a Feasibility study. Funds would be awarded to meet Architect fees and the provision of Utilities.

Councillors welcomed this news and thanked the Chairman.

### Motion – Licence Agreement letter of intent.

Proposed Cllr Ellis, seconded Cllr Solomon. All agreed.

Councillors **Resolved** to enter into a Licence Agreement with Saltash United Junior Football Club (SUJFC). The draft Licence Agreement would be discussed for adoption at the Public Meeting 23<sup>rd</sup> August 2023.

**Action:** Parish Clerk to send a Letter of Intent to the (SUJFC) Chairman.

Councillors **Resolved** to note.

## 1218 Councillors Reports

The full Council reports for Items 1218 (A) can be viewed under 'Reports' at [www.botusfleming.org.uk](http://www.botusfleming.org.uk)

### A Cllr Sally White - Maintenance

Cllr. White thanked Cllr Dave Willey (Vice Chairman) and Richard Taylor (resident) for refurbishing benches located at the Recreation Field.

Other Assets on the monthly checklist are reported in order.

Councillors **Resolved** to note.

### B Cllr Malcolm Fletcher – Climate and Ecological Emergency



Cllr. Fletcher reported that the A388 area bordering the trees required strimming and this would be completed by the Council's contractor for £120. The additional expenditure would be met from the grounds-maintenance budget.

Councillors **Resolved** to note this report and expenditure as agreed by the (RFO).

**C** Cllr Mervyn Ellis – BOTHER

The Cornwall Highways Officer responsible for Sustrans development requested data predicting the number of users (cyclists/walkway) between Hatt to Saltash.

Cllr Fletcher would provide the information required as it was included in the Survey Monkey previously conducted.

Councillors **Resolved** to note.

**D** Cllr Malcolm Fletcher – Defibrillator

Cllr Fletcher stated that delivery of the defibrillator was expected.

Details of the expenditure for a defibrillator, funded from the Council's maintenance budget, along with associated electrical installation costs, had previously been included in the Minutes and approved under Item 1202 (D) 28<sup>th</sup> June 2023. All Councillors agreed.

The Chairman of the St. Mary church P.C.C. has verbally confirmed that the Parish Council may proceed with electrical installation works at the St. Mary's Hall.

Councillors **Resolved** to note and proceed with installation of the defibrillator.

**E** Cllr Dave Edwards (Chairman) – Playground fencing

The installers of the new playground equipment (Kompan) would be carrying out their annual safety inspection during August. As part of the inspection, Kompan have agreed to provide the Parish Council with advice regarding playground fencing regulations and requirements, and the suitability of fencing at the Recreation Field.

Councillors **Resolved** to note this report.

**F** Cllr Dave Edwards (Chairman) – Housing Needs Survey

Cllr Edwards (Chairman) acknowledged the statistics report provided by Landulph Parish Council. Councillors had nothing further to add, but recognised the findings from the Survey.

See item 1216.

Councillors **Resolved** to note this report.

**G** Cllr Malcolm Fletcher – Highways drainage

See Item 1208.



H Cllr Malcolm Fletcher – Bidwell

Cllr Fletcher stated that the Bidwell monument required some minor restoration though access to the listed structure would be needed. A resident knowledgeable about the monument agreed to help.

Councillors **Resolved** to note.

**1219 Clerk's items**

No report.

**1220 Correspondence**

No correspondence.

**1221 Date of next meeting**

The next Meeting of the Council will be the **Public Meeting** on Wednesday 23<sup>rd</sup> August 2023 at 7:30pm at the St. Mary's Church Hall, (COVID safe) Botus Fleming.

The Parish Council would continue to follow any instructions from CALC concerning the COVID -19 situation in connection with forthcoming Public Meetings. The choice to meet face to face was now an option with safety guidelines applying.

Please refer to [www.botusfleming.org.uk](http://www.botusfleming.org.uk) for further details.

**1222 End of meeting 20:45**

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**Signed**  
**(Chairman)**

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**Date**