



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

**Wednesday 27<sup>th</sup> September 2023**

**Present: Councillor Edwards (Chairman)**

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

**Also in attendance:**

Christopher Cook - Parish Clerk & Responsible Financial Officer.

Members of the public: **9**

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 27<sup>th</sup> September 2023**

### **1239/2023 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.

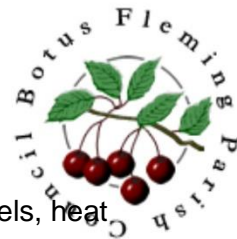
### **1240 Presentation & Public participation**

The Parish Council had recently received a Cornwall Capacity Fund (CAP) grant of £18,646. The purpose of the grant was to finance a feasibility study for the construction of a community centre on the Recreation Field, Hatt.

Paul Bearman, SW Community Builds project manager, had already provided a presentation regarding feasibility studies in Cornwall, and consulted with Parishioners prior to the Public Meeting. The consultation process provides for residents to give their views regarding building a community hall. The consultation can be viewed at <https://forms.office.com/r/wLsaFV0Jja>

Paul introduced the nature of the scheme, details of possible design work and working with grant funders. Paul would project lead all these aspects including the Planning Application to Cornwall Council, contractor appointments and the tender process.

The estimated cost of a community hall would be approximately £400,000, at a cost of approximately £2,000 per square metre. Contact with grant funders will take place after the consultation period.



Councillors raised several points and Paul addressed the following –

- Sustainability of construction – concrete build with timber cladding, solar panels, heat pumps and double-glazing.
- Facilities & Sponsorship – Changing rooms/showers/toilets for sports activities. Saltash United Junior Football Club (SUJFC) to seek funding and sponsorship from Sport England (FA).
- Business Plan produced for on-going maintenance costs.
- Management – Charity status and management structure, VAT implications.

Cllr Edwards (Chairman) thanked Paul Bearham for his in-depth presentation and for his contribution to the Public Consultation.

Councillors **Resolved** to note.

#### **1241 To receive Apologies for Absence and approve the reasons given**

Cllr Oakes (holiday), Cllr Solomon (resignation).

Cllr Edwards (Chairman) advised that a letter of resignation had been received from Cllr Solomon citing family and work commitments as the reason for his resignation as a Councillor.

Councillors **resolved** to note.

#### **1242 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.

#### **1243 Minutes of the Public Meeting held on the 23<sup>rd</sup> August 2023**

Minutes 23<sup>rd</sup> August 2023 - Proposed Cllr Fletcher, seconded Cllr Robinson.  
Five agreed, one abstention.

Councillors **Resolved** to approve the draft Minutes.

#### **1244 Matters arising from the draft Minutes for report purposes only.**

None.

#### **1245 A Report from Cornwall Councillor Martin Worth**

Cllr Martin Worth reported on the following -



- Cornwall Council budget 2024/2025. £29.5million savings earmarked over 24 months.
- School bus routes consultation throughout Cornwall. Hatt / Landulph service not affected other than for 'new' users who may have to pay for the school service. Cllr Fletcher questioned the need for another assessment to be carried out, given that the route was deemed unsafe a mere 12 months ago, and no improvements had been carried in the interim.
- Tamar crossings – review of options on future tolls (and toll payments) for the Tamar Bridge and Torpoint Ferry.

Cllr Fletcher raised the following -

- Excessive weeds weakening footpaths/kerbs in areas of Hatt. Reply – Cormac are to carry out weed spraying in selected areas.
- Sunnybanks drainage and flooding issues. Cormac have raised kerbs stones and installed extra drainage. The risk of flooding still requires review. Reply – Cormac provide a 24-hour emergency callout and are aware of the Sunnybanks situation.
- Biodiversity Net Gain (BNG) and relaxing of requirements under planning development by the Government. The House of Lords voted the amendment down. Cornwall Council have confirmed that the announcement over (BNG) will not affect the environmental standard set in relation to Planning matters or the legal guidelines and building rules in the Cornwall Council constitution.

Councillors **Resolved** to note this report.

## **1246 Finance**

### **A Accounts for Payment September 2023**

Cllr Ellis proposed, and Cllr Willey (Vice Chairman) 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 **£10,250.00** Total receipts Account1 2023/2024 **£26,027.78**  
Bank Receipts were reported as **£18,646.00** Total receipts Account2 2023/2024 **£18,670.00**  
Total Receipts 2023/2024 **£44,697.78**

Councillors **Resolved** to note.

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

The General Account balance was reported as **£24,953.86** and the Earmarked Funds as **£29,214.14**

Councillors **Resolved** to note.



**D Monthly budget monitoring balances report**

Councillors **Resolved** to note the report.

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

Councillors **Resolved** to note.

**F BDO LLP external Auditors**

- (i) Notice of conclusion of Audit for year ending 31<sup>st</sup> March 2023
- (ii) External Auditor's report and certificate 2022 / 2023

Councillors **Resolved** to note.

**1247 Planning <http://planning.cornwall.gov.uk/online-applications>**

**New Planning Applications – None received**

**Planning Application Decisions – One received**

**Application PA23 / 06571**  
**Proposal Submission of details to discharge Condition 5 in respect of Decision Notice PA22 / 03651 dated 30/06/2022**  
**Location Trederow Farm Botus Fleming Saltash Cornwall PL12 6NH**

**Discharge of S52/S106 and condition apps dated 14<sup>th</sup> September 2023**

**Planning Application for Information – None received**

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

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

**1248 Neighbourhood Development Plan (NDP) & Parish Plan**

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

Cllr Edwards (Chairman) advised that the NDP Whatsapp communication group would be contacted with a view to appointing an individual to take over from Cllr Solomon following his resignation.

Councillors **Resolved** to note.

**1249 Recreation Field**

**Motion – draft Licence Agreement between Botus Fleming Parish Council and Saltash United Junior Football Club.**



Proposed Cllr Edwards (Chairman), seconded Cllr Fletcher. All agreed.

Councillors **Resolved** to adopt the Licence Agreement with Saltash United Junior Football Club (SUJFC). The Licence Agreement would be sent to (SUJFC) for signing.

**Action:** Parish Clerk to send a Licence Agreement to the (SUJFC) Chairman.

Cllr Willey (Vice Chairman) would source a new noticeboard for the Recreation Field to advertise (SUJFC) fixtures and other Parish matters. Budget available £1,500.

Councillors **Resolved** to note.

## 1250 Councillors Reports

The full Council reports for Items 1250 (A) can be viewed under 'Reports' at [www.botusfleming.org.uk](http://www.botusfleming.org.uk)

### A Cllr Sally White - Maintenance

Cllr. White referred to the recent Playground Equipment safety inspection and the areas identified for improvement, such as new matting, lifting old mats, and making the ground level, plus adding anti-slip paint on play framed decked areas. The Council's contractor would carry out the repairs in September.

Other Assets on the monthly checklist were reported in order.

Councillors **Resolved** to note.

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

Cllr. Fletcher drew attention to the difficulty of establishing wildflower meadows, citing the banks in the recreation field and the Treledan roundabout.

Councillors **Resolved** to note.

### C Cllr Mervyn Ellis – BOTHER

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

Cllr. Tagg (Landulph Parish Council) has agreed to analysis data from the Survey Monkey consultation previously carried out. The data available is somewhat limited, but Cllr Tagg is an expert in the field of data science and will make the best of the available material.

Councillors **Resolved** to note.

### D Cllr Malcolm Fletcher – Defibrillator

Cllr Fletcher stated that the defibrillator has now been delivered.

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. The Parish Council will



pay for the external electrical source for the defibrillator and the P.I.R. light. The P.C.C. will pay for upgrade of the internal rewiring of the church hall.

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

E Cllr Dave Edwards (Chairman) – Playground fencing

The Play Inspection Company agreed to provide the Parish Council with advice regarding playground fencing regulations and requirements following their safety inspection visit.

Three estimates for playground fencing installation have been received and these will be assessed and the expenditure reviewed.

Councillors **Resolved** to note.

F Cllr Dave Edwards (Chairman) – Cornwall Area Partnership

The last Meeting included strategic presentations concerning Healthcare and Environmental issues. Details of the Motion to local Members of Parliament regarding the Safe A38 campaign were noted.

Councillors **Resolved** to note this report.

G Cllr Dave Edwards (Chairman) – Policy review

**Motion – the Schedule 13 of the Persistent and/or Vexatious Complaints Correspondence Policy (adopted 19<sup>th</sup> July 2022) be amended.**

Proposed Cllr Edwards (Chairman), seconded Cllr Fletcher. All agreed.

Councillors **Resolved** to approve the amendment to Policy Schedule 13.

**ACTION:** Clerk to amend the Policy and update the Governance Policies & Procedures list.

### **1251 Clerk's items**

The Parish Clerk advised that the National Association of Local Councils (NALC) would be updating the 2019 Model Financial Regulations.

### **1252 Correspondence**

No correspondence.

### **1253 Date of next meeting**

The next Meeting of the Council will be the **Public Meeting** on Wednesday 25<sup>th</sup> October 2023 at 7:30pm at the St. Mary's Church Hall, (COVID safe) Botus Fleming.

This Meeting will include a review of the Budget for 2024 / 2025 and setting the level of Precept.

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.



**1254 End of meeting 20:46**

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**Signed  
(Chairman)**

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**Date**