



ANNUAL MEETING of the PARISH COUNCIL

Wednesday 22nd May 2024

Present: Councillor Edwards (Chairman)

Councillors Ellis, Robinson, Smith, Venables, White & Willey (Vice Chairman).

Also in attendance:

Christopher Cook - Parish Clerk & Responsible Financial Officer.

Members of the public: **14**

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 22nd May 2024

1373/2024 Chair's Welcome & Announcements

Cllr. Edwards (Chairman) welcomed residents to the Annual Meeting of the Parish Council and delivered Health and Safety housekeeping rules. No recording of the Meeting took place.

Social distancing and COVID - 19 measures were observed, such as ventilation.

1374 Public participation

A resident stated that they had attended the Planning Committee Meeting 13th May 2024 at Bodmin regarding the hearing of Planning Application PA23/10388 and had noted the voting result.

A resident mentioned that parking outside the Recreation field on match days was restricting access for emergency vehicles and proving difficult for private vehicles to pass. This matter would be addressed when both the Parish Council Chairman and Vice Chairman meet with the Chairman of the (SUJFC). See Item 1387.

Councillors **Resolved** to note this report.

1375 Election of Chairman (LGA 1972 Sect.15 (1))

One nomination was received for Cllr Edwards to serve as Chairman until the 1st May 2025. There were no other nominations for Chairman.

Proposed Cllr Ellis, Seconded Cllr Smith. All agreed.

Cllr Edwards signed the Acceptance of Office form for Chairman.



Councillors **Resolved** to appoint Cllr Dave Edwards as Chairman to serve from the 22nd May 2024 up until the 1st May 2025. All agreed.

1376 Election of Vice Chairman (LGA 1972 Sect.15 (1))

One nomination was received for Cllr Willey to serve as Vice Chairman until the 1st May 2025. There were no other nominations for Vice Chairman.

Proposed Cllr Edwards (Chairman), Seconded Cllr Ellis. All agreed.

Cllr Willey signed the Acceptance of Office form for Vice Chairman

Councillors **Resolved** to appoint Cllr Dave Willey as Vice Chairman to serve from the 22nd May 2024 up until the 1st May 2025. All agreed.

1377 To receive Apologies for Absence and approve the reasons given

Cllr Fletcher (holiday), Cllr Martin Worth (holiday)

Councillors **Resolved** to note.

1378 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.

1379 Minutes of the Public Meeting 24th April 2024

The draft Minutes were a true record of the Meeting.

Proposed Cllr Robinson, Seconded Cllr Smith. All agreed.

Councillors **Resolved** to approve the Minutes.

1380 Matters arising from the draft Minutes for report purposes only.

There were no matters arising.

1381 A Report from Cornwall Councillor Martin Worth

Cllr Worth has been appointed as one of the 10 Cabinet Members supporting the 570,000 residents of Cornwall.

The appointment in Cornwall Council is from the 1st June 2024. The position works alongside the ongoing commitment to the division of Saltash Trematon & Landrake.

Cllr Worth remarked 'I am honoured to take up the cabinet Portfolio Holder for Customers role on behalf of all the residents of Cornwall. Living directly on the banks of the River Tamar, I join Cllr Linda Taylor and her cabinet to build on their achievements, by working hard and offering my experience in business & emerging technology, to the benefit of everyone'

To lead on budget and policy formulation and implementation in relation to

- Customer Services and Customer Experience
- Business Systems and digital strategy
- Digital inclusion



- Relationship with the voluntary and third sector
- Relationship with suppliers
- Corporate procurement and commercial services
- Facilities Management
- Governance and Assurance
- Celtic Sea Power

Some other responsibilities will change, but for SE Cornwall, Cllr Worth will retain the role of Joint-Chair of The Tamar Bridge and Torpoint Ferry Joint Committee during this critical time in negotiations with government on its future funding.

Councillors **Resolved** to note this report.

1382 Finance

A Accounts for Payment May 2024

Cllr Robinson 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 **£0.00** Total receipts Account 1 2024/2025 **£12,931.87**
Bank Receipts were reported as **£0.00** Total receipts Account 2 2024/2025 **£0.00**
Total Receipts 2024/2025 **£12,931.87**

C Bank reconciliation and Earmarked Funds (EMF)

The General Account balance was reported as **£20,558.30** and the Earmarked Funds as **£19,461.06**

D Monthly budget monitoring balances report

Refer to Finance report at www.botusfleming.org.uk

Councillors **Resolved** to note items 1382 (B), (C) & (D).

E Public Works Loan Board Statement May 2024

Councillors **Resolved** to note the Loan amount outstanding **£55,571.29**

1383 Planning <http://planning.cornwall.gov.uk/online-applications>

New Planning Applications – None received

Planning Application Decisions – None received

Planning Application for Information – None applicable

Planning Applications received after Agenda published – None received

1384 Resolutions

- 1. Financial Statement for year ending 31st March 2022 Resolutions.**
(All documents as previously circulated)



Councillors **Resolved** to note and approve –

- (a) **The Internal Auditor's Report & (d) The commencement date for the exercise of Public Rights (all documents as previously circulated)**

Councillors **Resolved** to approve the **Annual Governance Statement (Section 1) 1181 (b) and the Accounting Statement (Section 2) 1181 (c) and both the AGAR forms were signed by the Chairman Cllr Edwards.**

AGAR Section 1 proposed Cllr Ellis, seconded Cllr White

AGAR Section 2 proposed Cllr Ellis, seconded Cllr Smith

Councillors **Resolved** to approve the AGAR Section 1 & AGAR Section 2 statements. All agreed.

In order to comply with the AGAR Form 3 statement from External Auditors the Parish Council RESOLVED to note that there was no conflict of interests between the Responsible Financial Officer, Parish Councillors, or the appointed Internal Auditor in connection with the preparation and completion of any of the financial statements for the year ending 31st March 2024.

Conflict of Interests Form proposed Cllr Ellis, seconded Cllr Venables

Councillors **Resolved** to note and affirm the above statement. All agreed.

2. The General Power of Competence (GPC)

Councillors **Resolved** to approve and confirm that the Council continues to meet the two conditions of an Electoral mandate and CiLCA qualified Clerk and reaffirms the (GPC) originally effective from the 17th May 2021.

Proposed Cllr Edwards (Chairman), seconded Cllr White.

Councillors **Resolved** to approve the (GPC) condition remaining in force as at 22nd May 2024. All agreed.

1385 Governance (All documents as previously circulated)

- 1. Review of Policies & Procedures**
- 2. Review of Model Publications Scheme 2024**
- 3. Review the Parish Council's Insurance Portfolio and Asset Register 2024**
- 4. To confirm the appointment of the Internal Auditor for the Parish Council**
- 5. To adopt the Councillor's responsibilities appointments 2024/2025**
- 6. Review Grants & Donations Policy***

The Parish Clerk summarised the Governance documents. Cllr Edwards (Chairman) affirmed that all items 1385 (1) to (5) are approved for adoption at this Meeting. Seconded Cllr Ellis. All agreed.

***The Grants & Donations Policy 2024 review deferred until June / July 2024. Item 1389 (iii) refers.**

1386 Neighbourhood Development Plan (NDP) & Parish Plan
www.botusflemingandhatndp.com



No report.

1387 Recreation Field & Big Event

The Parish Chairman & Vice Chair have a meeting planned with the Saltash United Junior Football Club (SUJFC) Chairman. Fixtures and training have recommenced on the field. A list of fixtures is required by the Parish Clerk.

Councillors **Resolved** to note this report.

1388 Councillors Reports (item (A) as previously circulated) www.botusfleming.org.uk

A Cllr Sally White - Maintenance

The weeds in the Parish Pound have been strimmed and cleared. Litter was noted at the quay due to increased activity and Cllr White suggested that any Councillor visiting the quay could look out for and clear any litter. One of the picnic benches has been dragged to a new location. Councillors noted that a permanent placing or concreting in of the bench would not be done due to the planned developments at the Recreation Field.

Councillors **Resolved** to note this report.

B Cllr Malcolm Fletcher – Climate and Ecological Emergency

Cllr. Fletcher provided the following summary read by the Parish Chairman.

1. **Swift boxes.** The three swift nesting boxes purchased by BOTTHER, along with a swift calling system, have now been installed in St Mary's Church bell tower. We are hoping that eventually these iconic, but now endangered, birds may return to our Parish. Many thanks to residents Wayne John and Lisa Cooper for their work to install the boxes, and to St Mary's for hosting the boxes.
2. **Low Mow May.** Cormac have slightly modified *Plantlife's* campaign of No Mow May. They are only cutting grass areas for reasons of accessibility, safety for motorists and walkers, and sports pitches during May. This is to help reverse the catastrophic decline of all insect species, but of pollinators, in particular. That is why the A388 roundabout has been left to bloom by them. We also intend to leave a large area in the centre of the playing field uncut this month. It looks attractive with its carpet of daisies and buttercups. This will in no way impede residents' ability to enjoy the green open space we now have. The football pitch and the area in the play area will continue to be cut.
3. **Lizards!** Our contractor, Ally, tells me you can see common lizards in the car parking area of the field! You will have to be very quiet and patient to see them. Best chance to see them will be on a sunny day when they are basking in the sun. They are quite harmless and are one of our two species of lizard in the UK (the other is the sand lizard). They are viviparous, which means they have live-young, unlike the sand lizard which lays eggs.

Councillors **Resolved** to note this report.

C Cllr Mervyn Ellis – BOTHER

Walk/Cycleway



Margaret Matthews contacted Adam Warden (CORMAC) to enquire about his investigation into possible route sections in the region of Roods Corner. The news was disappointing.

- There is a disparity between information on the Land Registry and the deeds held by the owner of Woodside Stables concerning the exact width of the land which she had suggested could be made available for a path (between the A388 and Treledan). If the Land Registry details are the correct ones, the width of the area would fall short at one end.
- The owner of the land fringing Roods Corner itself (on the south-western corner) reiterated his earlier opposition to allowing a section of path there. Unless Cllr Worth has spoken to him subsequently and received a more favorable response, or unless CC is willing to make a compulsory purchase order, it seems this option will not be viable.

The route that CORMAC looked at would have been by far the simplest and cheapest. There are other options of course, and hopefully CC will be willing to explore these further, especially as cycling is apparently its top priority in terms of transport strategies.

Climate Change, Biodiversity and Farming

Margaret and Malcolm went to Calstock to see a film about successful regenerative farming projects across the UK called 'Six Inches of Soil'. One of the farms featured was on Bodmin Moor. The showing was very well attended, and local farmers pursuing similar goals were available to answer questions afterwards.

1389 Clerk's items

- (i) Draft Minutes of the Annual Parish Meeting 24th April 2024 posted on the website 4th May 2024.
- (ii) The Parish Council normally make an annual donation to St. Mary's church hall committee for the number of meetings held in the hall during the past year. The budget available is £750. Cllr Edwards (Chairman) proposed a donation of £750, seconded Cllr Ellis. Councillors **Resolved** to agree the donation.
- (iii) A review of the Parish Council's Grants & Donations Policy pre-budget will be considered June / July 2024. A further explanation regarding the St. Mary's grant request towards churchyard maintenance is required.
- (iv) The new Employers' Liability Insurance certificate for 2024 / 2025 was displayed at St. Mary's Hall

Councillors **Resolved** to note this report.

1390 Correspondence

No correspondence.

1391 Date of next meeting

The next Meeting of the Council will be the **Public Meeting** on the **26th June 2024 (amended)** at 7:30pm. The Meeting will take place at the St. Marys 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.



1392 End of meeting 20:20

Signed.....
(Chairman)

Date.....