

# 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 23<sup>rd</sup> April 2025

Time: 7.30pm

Location: St Marys Church Hall, Botus Fleming

### To: Chairman & Parish Councillors

Chairman D Edwards

Councillors. M Ellis, M Fletcher, J Robinson, M Smith, B Venables, 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) (PIALC)*

Christopher Cook

Clerk to the Council

14<sup>th</sup> April 2025

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**

**32 Essa Road - Saltash - Cornwall - PL12 4EE**

**Tel. 07523 005414**

**clerk@botusfleming.org.uk**

**7.30pm – Item 1539 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 April 2025

### **1538/2025 Chair's Welcome & Announcements**

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

### **1539 Public participation**

### **1540 To receive Apologies for Absence and approve the reasons given.**

(LGA 1972 s.85 (1))

### **1541 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 more than £50.

D. Dispensations – Members to consider any written requests for dispensations.

### **1542 To approve and sign as a correct record the draft Minutes of the Public Meeting held on Wednesday 26<sup>th</sup> March 2025.**

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

### **1543 Matters arising from the Minutes for report purposes only.**

### **1544 A Report from Cornwall Councillor Martin Worth**

## 1545 Finance

### A Accounts for Payment.

Members are asked to note the following items of expenditure for the month of **April 2025**.

#### Payments Schedule

23 April 2025

Period 1

Date	Payee	Description	BACs ref.	£
23/04/2025	Christopher Cook	Salary	BACS419	351.98
23/04/2025	HMRC	PAYE	BACS420	88.20
23/04/2025	Cornwall ALC Limited	Annual membership subscription	BACS421	449.87
23/04/2025	Ally Hill Property maintenance	Grass cutting (April)	BACS422	580.00
23/04/2025	Christopher Cook	Administration printer costs	BACS423	35.71
23/04/2025	Lloyds Bank	Bank charges	DD	4.25
<b>All BACs payment amounts today</b>				<b>£ 1,510.01</b>

### B Direct bank Receipts & Payments for information

All bank receipts for this period **£13,526.76** Total receipts 2025/2026 are **£13,526.76**

Total receipts **Account 1** 2024/2025 are **£13,526.76**

Total receipts **Account 2** 2024/2025 are **£0**

### C Bank reconciliation and Earmarked Funds (EMF) balances at 23<sup>rd</sup> April 2025

Current Account Lloyds A/c1 £23,704.61

Business Reserve Lloyds A/c2 £ 7,866.81

Bank Reconciliation balance £31,571.42

### D Monthly budget monitoring balances at 23<sup>rd</sup> April 2025

Refer to Finance report at [www.botusfleming.org.uk](http://www.botusfleming.org.uk)

### E Public Works Loan Board - Loan Statement 23<sup>rd</sup> April 2025

Public Works Loan Board - Loan amount outstanding £51,251.29

### F Year End Accounts for Internal Audit ([www.botusfleming.org.uk](http://www.botusfleming.org.uk))

- (i) Supporting Statement to Receipts & Payments Account & Section 137
- (ii) Receipts & payments Summary 2024/2025
- (iii) Summary Receipts & Payments Account 2024/2025
- (iv) Statement of Income & Expenditure 2024/2025
- (v) Over £100 payments listing 2024/2025

## 1546 Planning

**New Planning Applications – Two received**

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

**Application PA25 / 01599**

**Proposal Erection of new Community Centre, car park and associated access**

**Location Hatt Recreation Field Vollarads Lane Hatt Saltash**

**Grid Ref 239775 / 61865**

**Application PA25 / 02575**

**Proposal Erection of two semi-detached dwellings**

**Location 7 Carlton Villas Hatt Saltash Cornwall**

**Grid Ref 239788 / 62024**

**Planning Application Decisions – None received**

**Planning Application – For information – None received**

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

**1547 Neighbourhood Development Plan & Parish Plan**  
[www.botusflemingandhattndp.com](http://www.botusflemingandhattndp.com)

**1548 Recreation Field**

**1549 Asset maintenance audit**

**1550 Climate Ecological emergency & cycle/walkway**

**1551 Correspondence**

**1552 Date of next meeting.**

The next Meeting of the Council will be the **Annual Meeting of the Parish Council (AMPC) on Monday 19<sup>th</sup> May 2025 at 7:30pm** at the St Mary's Church Hall (covid safe).

This will be the first Meeting of the newly Elected Parish Council.

**1553 End of meeting**