



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

**Wednesday 23<sup>rd</sup> April 2025**

**Present: Councillor Edwards (Chair)**

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

**Also in attendance:**

Christopher Cook - Parish Clerk & Responsible Financial Officer.

Martin Worth – Cornwall Councillor

Members of the public: **11**

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

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

Cllr Edwards (Chair) 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 recorded the meeting.

### **1539 Public participation**

Cllr Edwards (Chairman) presented Parish Council Commendation Awards to both Cllr Malcolm Fletcher & Mrs Margaret Matthews offering thanks on behalf of the Parish Council and Community.

The commendation reads – “Presented to Councillor Malcolm Fletcher for the unstinting gift of his time, enthusiasm, organisational skills and dedication to his community and to Botus Fleming Parish Council.

It is difficult to list all the traits that he has brought to our community.

A wise, hardworking, professional man, with an abundance of honesty, integrity, loyalty, compassion and humour.

We value his commitment to our community and all the good that he does, and particularly in his passion for the natural world, with his sage ecological advice and his input and work towards improving our environment.”



Cllr Edwards (Chairman) offered a vote of thanks to Cllr Fletcher for his service since 2017 listing the many attributes and the service that had been given to the Community.

Thanking Mrs Margaret Matthews, Cllr Edwards (Chairman) thanked her for organising the BOTHER working group and representing the Council with the promoting of the local walk/cycleway project.

The commendation reads – “Presented to Margaret Matthews by a grateful Botus Fleming Parish Council for the unstinting gift of her time, enthusiasm, dedication and organisational and negotiation skills for her community and the BOTHER (Botus Fleming and Hatt Emergency Response) Group, that she was instrumental in forming in 2019. A large part of her work has been to advance a campaign for a walk-cycleway from our parish to Carkeel.”

The precise tributes to both individuals can be viewed under ‘Reports – The Chairman’s Annual Report’ at [www.botusfleming.org.uk](http://www.botusfleming.org.uk)

### **Cllr Ellis left the Meeting, having declared a non-pecuniary interest in this matter.**

The applicant updated Councillors regarding the Carlton Villas development (PA25 / 02575) stating that under the instructions of the Planning Officer the following information should be conveyed for consideration-

- The development was confirmed as semi-detached dwelling
- Access to and from the dwellings and parking arrangements had been agreed with Highways
- Sufficient parking space and consideration of the Vollard’s Lane traffic had been discussed and recommendations of the Planning Officer fulfilled.

### **Cllr Ellis returned to the Meeting**

Councillors **Resolved** to note.

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

Cllr Venables (absent)

Councillors **Resolved** to note.

### **1541 Declarations of Interest**

Cllr Ellis declared a non-pecuniary interest in respect to PA25 / 02575 – 7 Carlton Villas

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

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



## 1542 Minutes of the Public Meeting 26<sup>th</sup> March 2025

Draft Minutes 26<sup>th</sup> March 2025 - Proposed Cllr Fletcher, seconded Cllr Robinson.  
6 agreed, 1 abstention.

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

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

None.

## 1544 A Report from Cornwall Councillor Martin Worth

Cllr Worth reiterated the comments made by Cllr Edwards (Chairman) stating that Cllr Fletcher's input into the Parish Council will be missed and that he had personally enjoyed the debates with him over the years.

Cllr Fletcher replied acknowledging the commitment that Cllr Worth had given to the Parish as a Cornwall Councillor over the past four years.

Cllr Worth affirmed that he would still be a Councillor for Landulph Parish Council post 1<sup>st</sup> May 2025 and would be actively involved with the walk/cycleway project and would update BOTHER / Botus Fleming Parish Council when he could. In general, he felt sure that both Botus Fleming & Landulph Parishes would continue to work closely together.

Cllr Worth would actively support his successor as the Cornwall Councillor for the Saltash, Landrake with St. Erney, Botus Fleming & Landulph wards when the individual is appointed officially from the 5<sup>th</sup> May 2025.

On Cornwall Council matters, Cllr Worth reported -

- The Secretary of State has agreed an increase to Toll charges to take affect from Mid-May 2025.
- Act of Parliament required to introduce Open Road Tolling and the abolition of Tolls as a long-term solution.
- Cornwall Council has purchased 13 houses in Cornwall which will be used to house and support the homeless in Cornwall.

Councillors **Resolved** to note this report.

## 1545 Finance

### A Accounts for Payment April 2025

Cllr Edwards (Chairman) proposed, Cllr Willey (Vice Chair) 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 **£13,526.76** Total receipts Account1 2025/2026 **£13,526.76**  
Bank Receipts were reported as **£0.00**. Total receipts Account2 2025/2026 **£0.00**  
Total Receipts all Accounts 2025/2026 £13,526.76

The Vat claim amount of £2,526.76 had been recovered and credited to Account 1.  
An amount of £2,040.00 related to Vat in respect to the Community Build project fees paid should be credited back to Account 2 (EMF) Reserves. The RFO to action the transfer.

Cllr Willey (Vice Chair) proposed, Cllr Smith seconded the transfer. All agreed.

Councillors **Resolved** to transfer the sum of £2,040.00 as above.

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

The General Account balance was reported as **£23,704** and the Earmarked Funds as **£7,867**. Total Funds **£31,571**

## **D Monthly budget monitoring balances report**

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

Councillors **Resolved** to note items 1545 (B) (C) & (D).

## **E Public Works Loan Board Statement April 2025**

Councillors **Resolved** to note the 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**

Councillors received the Year End Accounts prepared by the Responsible Financial Officer and agreed that they were a true record.

**All documents can be viewed under 'Reports' on the website at [www.botusfleming.org.uk](http://www.botusfleming.org.uk)**

Items (F) (i) & (b) (ii) Proposed Cllr Fletcher, seconded Cllr Smith. All agreed.  
The Chairman and RFO duly signed off these documents.

Items (F) (iii), (b) (iv) & (b) (v) noted.

Councillors **Resolved** to note all audited Finance reports.

1546 Planning <http://planning.cornwall.gov.uk/online-applications>



**New Planning Applications – Two received**

**Application** PA25 / 01599  
**Proposal** Erection of new Community Centre, car park and associated access  
**Location** Hatt Recreation Field Vollard's Lane Hatt Saltash  
**Grid Ref** 239775 / 61865

Councillors agreed to support PA25 / 01599 in accordance with the SW Community Builds plans submitted.

Cllr Edwards (Chairman) proposed, Cllr Willey (Vice Chair) seconded. All agreed.

Councillors **Resolved** to SUPPORT Planning Application PA25 / 01599

**Application** PA25 / 02575  
**Proposal** Erection of two semi-detached dwellings  
**Location** 7 Carlton Villas Hatt Saltash Cornwall  
**Grid Ref** 239788 / 62024

See Item 1539 above. Parish Councillors considered that the concerns they raised in connection with an earlier Planning Application for the Carlton Villas development had been alleviated due to the comments made by the applicant and Cornwall Council.

Cllr Edwards (Chairman) proposed, Cllr Smith seconded.

All agreed other than Cllr Ellis who had left the Meeting, having declared a non-pecuniary interest in this matter.

Councillors **Resolved** to SUPPORT Planning Application PA25 / 02575

**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.

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

Item deferred until 19<sup>th</sup> May 2025.



## 1548 Recreation Field

Cllr Edwards (Chairman) reported that the Easter Egg hunt at Hatt House had been a great success and on behalf of the Parish Council and our residents sent his thanks to Heugh & Fiona Symons for their generosity in again hosting the event. The Chairman thanked the numerous volunteers who organised the Easter Egg hunt.

The Easter Egg Hunt report can be viewed under 'Reports' at [www.botusfleming.org.uk](http://www.botusfleming.org.uk)

A raffle, tombola and selling and serving tea and cakes raised £1148.00.

The sum will be divided equally to benefit-

- Prickles & Paws charity
- St. Mary's church bells fund

The Chairman reported that VE Day preparations were well in hand and thanked Richard Taylor for the work that he was carrying out for the VE Day display.

Cllr Edwards (Chairman) also acknowledged the Cornwall Community fund grant which the Parish Council had received in the sum of £500, and this amount will be used to purchase a new bench for the Recreation Field.

Councillors **Resolved** to note.

## 1549 Asset Maintenance Audit

Cllr White noted that the Waste bin was full at the Recreation Field and overflow waste was littering the Field. All the waste has now been collected and cleared.

Other Assets were reported in order.

Councillors **Resolved** to note this report.

Item 1549 can be viewed under 'Reports' at [www.botusfleming.org.uk](http://www.botusfleming.org.uk)

## 1550 Climate Ecological Emergency & Cycle/walkway

Cllr Fletcher observed that the tree planting on the A388 verge was developing well and the trees looked healthy. All Councillors agreed.

Councillors **Resolved** to note this report.

## 1551 Correspondence

One letter received from a resident regarding the topic of the Croft received too late for the agenda.

Several comments had been made regarding the Croft and sent to the Parish Clerk.



Cllr Willey (Vice Chair) stated that, whilst the Parish Council could not intervene over the events at the Croft, it would be worth recording the comments on the agenda in the future. All Councillors agreed.

**1552 Date of next meeting**

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

**The (AMPC) will be the first Meeting of the newly Elected Councillors.**

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.**

**1553 End of meeting 20:24**

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**Signed  
(Chairman)**

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**Date**