



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 23rd July 2025

Time: 7.30pm

Location: St Mary's Church Hall, Botus Fleming

To: Chairman & Parish Councillors

Chairman D Edwards

M Ellis, J Robinson, M Smith, B Venables, L. Walton, S White, and D Willey (Vice Chair).

You are hereby summoned to attend the above meeting to consider the items of business.

This is the Annual Meeting of the Parish Council. (LGA 1972 Sch.12 para. 7 (1))

Councillors will be discussing all the items as listed overleaf on the agenda.

Christopher Cook (CILCA) (PIALC)

Christopher Cook
Clerk to the Council
16th July 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 later.

Parish Clerk & Responsible Financial Officer
32 Essa Road - Saltash - Cornwall - PL12 4EE
Tel. 07523 005414
clerk@botusfleming.org.uk

7.30pm – Item 1592 below

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.

* 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)

Agenda | 23 July 2025

1591/2025 Chair's Welcome & Announcements

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

1592 Public participation

1593 To receive Apologies for Absence and approve the reasons given. (LGA 1972 s85(1))

1594 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 or whole Council dispensations.

1595 To approve and sign as a correct record the draft Minutes of the Public Meeting held on Wednesday 25th June 2025. (LGA 1972 sch.12.para 41(1))

1596 Matters arising from the Minutes for report purposes only.

1597 A Report from Cornwall Councillor Paul Cador

1598 Finance

A Accounts for Payment.

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

Payments Schedule

23 July 2025

Period 4

Date	Payee	Description	BACs ref.	£
23/07/2025	Christopher Cook	Salary	BACS434	352.18
23/07/2025	HMRC	PAYE	BACS435	88.00

23/07/2025	Ally Hill property maintenance	Grass cutting (June)	BACS436	730.00
23/07/2025	Cornwall ALC Limited	Clerk Election training	BACS437	42.00
23/07/2025	Cornwall ALC Limited	Code of Conduct training	BACS438	60.00
23/07/2025	Dave Edwards	Squire Padlock for security gate	BACS439	31.00
23/07/2025	Lloyds Bank	Bank charges (June)	DD	4.25
23/07/2025	Lloyds Bank	Bank charges (July)	DD	4.25
All BACs payment amounts today				£ 1,311.68

B Direct bank Payments & Receipts for information

All bank receipts for this period **£550.00** Total receipts **2025/2026** are **£14,076.76**

Total receipts **Account 1** 2025/2026 are **£13,526.76**

Total receipts **Account 2** 2025/2026 are **£ 550.00**

C Bank reconciliation and Earmarked Funds (EMF) balances as at the 23rd July 2025

Current Account Lloyds A/c1 £ 14,066.32

Business Reserve Lloyds A/c2 £ 10,444.06

Bank Reconciliation balance £ 23,510.38

D Monthly budget monitoring balances at the 23rd July 2025

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

E Public Works Loan Board – Loan Statement 23rd July 2025

Public Works Loan Board – Loan amount outstanding £49,057.21

1599 Planning

New Planning Applications – None received

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

Planning Application Decisions – One received

Application PA25 / 01599

Location Hatt Recreation Field Vollards Lane Hatt Saltash

Proposal Erection of new Community centre, car park and associated access

Planning Application decision APPROVED with conditions 2nd July 2025

Application PA25 / 04134

Location Land South East of Lyndale Botus Fleming Cornwall PL12 6NL

Proposal Application for the proposed use of an agricultural building as a C1 hotel under Class R of the Permitted Development rights (under 150sqm.

Planning Application decision NOT PERMITTED DEVELOPMENT 2nd July 2025

Planning Application – For Information

Planning Application received after Agenda issue – To be advised

1600 Recreation Field

1601 Councillors reports (Report A previously circulated)

(i) Asset maintenance audit

1602 Clerk's items

- (i) .gov.uk domains and email services for parish council

Coronavirus reminder regarding public meetings.

Councillors are requested to note that in response to the Coronavirus pandemic, the Ministry for Housing, Communities and Local Government (MHCLG) issued new Statutory Instruments that affected the limited assurance regime process.

SI2020/392 and SI2020/808 gave Local Authorities permission to allow members, the public and press to attend meetings remotely from the 4th April, 2020 in respect to smaller authorities.

The Legislation only permits remote attendance at meetings held before the 7th May, 2021 hence, as no further Legislation has been passed, smaller authorities will not be able to hold virtual meetings after this date.

1603 Correspondence

1604 Date of next meeting.

The next Meeting of the Council will be the Public Meeting on Wednesday 10th September 2025.

The Meeting will be held at the St. Marys church hall, Botus Fleming commencing at 7:30pm

1605 End of meeting