



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 10th September 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

3rd September 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 1607 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 | 10 September 2025

1606/2025 Chair's Welcome & Announcements

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

1607 Public participation

1608 To receive Apologies for Absence and approve the reasons given. (LGA 1972 s85(1))

1609 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.

1610 To approve and sign as a correct record the draft Minutes of the Public Meeting held on Wednesday 23rd July 2025. (LGA 1972 sch.12.para 41(1))

1611 Matters arising from the Minutes for report purposes only.

1612 A Report from Cornwall Councillor Paul Cador

1613 Finance

A Accounts for Payment.

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

Payments Schedule

10 September 2025

Period 6

Date	Payee	Description	BACs ref.	£
10/09/2025	Christopher Cook	Salary (July)	BACS440	352.18
10/09/2025	HMRC	PAYE	BACS441	88.00

10/09/2025	Christopher Cook	Office allowance contractual	BACS442	52.00
10/09/2025	Christopher Cook	Salary (August) & NJC Pay award arrears	BACS443	408.18
10/09/2025	HMRC	PAYE	BACS444	102.20
10/09/2025	Information Commissioner	Data Protection annual fee	DD	47.00
10/09/2025	Ally Hill property maintenance	Grass cutting (Aug)	BACS445	730.00
10/09/2025	WesternWeb Limited	Renewal cloud account & domain name	BACS446	219.60
10/09/2025	BDO LLP	External Auditors fee *	BACS447	252.00
10/09/2025	Cornwall ALC Limited	Code of Conduct training *	BACS448	90.00
10/09/2025	Cornwall ALC Limited	Code of Conduct training *	BACS449	33.00
10/09/2025	Lloyds Bank	Bank charges (August)	DD	4.25
		• paid by delegated authority 23/7/2025		
All BACS payment amounts today				£ 2,378.41

Members are asked to note the External Audit report and the Notice of Conclusion of Audit 2024/5.

B Direct bank Payments & Receipts for information

All bank receipts for this period **£11,550.00** Total receipts **2025/2026** are **£25,076.76**

Total receipts **Account 1** 2025/2026 are **£24,526.76**

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

Date 10th Sept 2025

Botus Fleming PC Current Year 2025/2026

Period 6

Receipts & Payments statement as at 10/09/2025

for Cashbook - Current A/c 1 & Business Reserve A/c 2

Bank Statement Account Name(s)

Statement Date

Amount

Balances

Current Account - Lloyds A/c 1		10/09/2025			24,526.76
Business Reserve Account - Lloyds A/c 2		10/09/2025			550.00
Lloyds A/c 2 = Earmarked Funds *					
Total Receipts					25,076.76

Available General Funds from 31st March					11,687.86
Less - Payments made A/c1 - Apr					1,510.01
Add - Receipts during April					13,526.76
Less - Transfer to Account 2 (EMF)					2,040.00
Less - Payments made A/c1 - May					1,708.61
Less - Payments made A/c1 - June					2,845.78
Less - Payments made A/c1 - June - Loan					2,732.22
Less - Payments made A/c1 - July					1,311.68
Less - Payments made A/c1 - August					0.00
Less - Payments made A/c1 - Sept					2,378.41
Add - Receipts during September					11,000.00
Less - Payments made A/c1 - Oct					0.00
Less - Payments made A/c1 - Nov					0.00
Less - Payments made A/c1 - Dec					0.00
Less - Payments made A/c1 - Dec - Loan					0.00
Less - Payments made A/c1 - Dec / Jan					0.00
Less - Payments made A/c1 - Feb					0.00
Less - Payments made A/c1 - Mar					0.00
General Funds as per Bank Statement					21,687.91

Movement on A/c1 Sept		Receipts		Payments	Movement +/-
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Receipts against Payments		24,526.76		14,526.71	10,000.05
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Precept payment due 7/4/25 £11,000.00

Precept payment due 7/9/25 £11,000.00

07/04/2025 Receipt A/c1	Cornwall Council	Precept April 2025	11,000.00
07/04/2025 Receipt A/c1	Cornwall Council	CTS Grant April 2025	0.00
09/04/2025 Receipt A/c1	HMRC	Vat recovery claim	2,526.76
14/09/2025 Receipt A/c1	Cornwall Council	Precept Sept 2025	11,000.00
14/09/2025 Receipt A/c1	Cornwall Council	CTS Grant Sept 2025	0.00
			24,526.76

10/09/2025 Earmarked Funds receipts *				
Big Event / Christmas Fayre	Account 2		Receipts	0.00
Big Event / Assets / Grants	Account 2		Receipts	0.00
Community Capacity Fund Grant	Account 2		Receipts	0.00
Playground equipment fund	Account 2		Receipts	0.00
Sports & Recreation Field	Account 2		Receipts	0.00
Recreation Field rental income	Account 2		Receipts	550.00
BOTHER Climate emergency	Account 2		Receipts	0.00
Neighbourhood Development Plan (NDP)	Account 2		Receipts	0.00
				550.00

10/09/2025 Earmarked Funds payments				
Big Event / Christmas Fayre	Account 2		Payments	0.00
Big Event / Assets	Account 2		Payments	0.00
Community Capacity feasibility report	Account 2		Payments	0.00
Playground equipment fund	Account 2		Payments	0.00
Sports & Recreation Field	Account 2		Payments	0.00
Recreation Field other payments	Account 2		Payments	0.00
BOTHER Climate emergency response	Account 2		Payments	0.00
Neighbourhood Development Plan (NDP)	Account 2		Payments	0.00
RFO 10th Sept 2025				0.00

Adjustment to note for payment to Westernweb Limited £219.60

Current Account reconciliation £21,907.51 less £219.60 = £21,687.91

C Bank reconciliation and Earmarked Funds (EMF) balances as at the 10th Sept 2025

Current Account Lloyds A/c1 £ 21,907.51

Business Reserve Lloyds A/c2 £ 10,435.56

Bank Reconciliation balance £ 32,343.01

Date 10th Sept 2025

Botus Fleming PC Current Year 2025/2026

Period 6

Bank Reconciliation statement as at 10/09/2025

for Cashbook - Current A/c 1 & Business Reserve A/c 2

Bank Statement Account Name(s)	Statement Date	Amount	Balances
Current Account - Lloyds A/c 1	10/09/2025		21,907.51
Business Reserve Account - Lloyds A/c 2	10/09/2025		10,435.56
A/c 2 = Earmarked Funds *			
Total balance			32,343.07

Unpresented Cheques (Minus)	0.00	0.00
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		32,343.07
Receipts not banked / Cleared (Plus)	0.00	0.00
		32,343.07
	Balance per Cash Book is :-	32,343.07
	Difference is :-	0.00
General Funds as per Bank Statement	Available General Funds	21,907.51

10/09/2025 Earmarked Funds *		
Big Event / Christmas Fayre		3,921.00
Big Event / Assets / Grants		0.00
Community Capacity Fund Grant		0.00
Playground equipment fund		0.00
Sports & Recreation Field		633.92
Recreation Field rental income		1,375.00
BOTHER climate emergency response		108.23
Local Elections Fund 2025		3,000.00
Neighbourhood Development Plan (NDP)		1,418.66
Lloyds bank charges		-21.25
RFO 10th Sept 2025		10,435.56

D Monthly budget monitoring balances at the 10th Sept 2025

Summary Expenditure Account Year ended 31st March 2026 Monthly
Budget monitoring

YEAR END 2025-2026

Period 6 - Sept

Lloyds Current Account A/c 1 - 38772468	Budget 2024 2025 *	Expenditure as at 26/03/25	Budget 2025 2026 *	Expenditure as at 10/09/25	Budget available
Expenditure					
Clerk's Salary & Locum expenses	3,750	4,212	4,201	2,162	2,039
HMRC	936	1,056	1,000	542	458
		5,268	5,201	2,704	2,497
General & Administration					
Postage & Admin Office allowance	300	324	315	140	175
Legal / Website & Bank charges	500	335	500	208	292
Professional fees & Subscriptions	600	918	970	800	170
Elections & Adverts (see EMF A/c2)	2,000	0	250	0	250
Training & Expenses	250	159	300	188	112
		1,736	2,335	1,336	999
Contracts					
Grass cutting	6,550	6,470	7,250	2,770	4,480
Dog bin cleansing	750	728	750	728	22
Insurance	1,100	972	1,100	1,036	64
Play Equipment inspections	400	191	500	0	500
Loan Repayments (PWLb)	5,464	5,464	5,464	2,732	2,732
Maintenance & Equipment	3,000	2,029	3,000	32	2,968
		15,854	18,064	7,298	10,766

Other Payments					
Grants & Donations	750	750	750	750	0
Newsletter printing	400	0	400	0	400
Projects & S.137	1,000	147	1,000	0	1,000
Community Action Team (CAT)	1,000	0	1,000	0	1,000
Big Event *	1,000	0	1,000	0	1,000
Neighbourhood Dev. Plan *	250	0	250	0	250
BOTHER	500	149	500	0	500
Transfer A/c1 to A/c2 EMF				2,040	
^see Receipts £2,526.76 Vat claim		1,046	4,900	2,790	4,150
* includes Projects, Bother & (CAT)					
Total Budget £4,250					
Total Payments	30,500	23,904	30,500	14,128	18,412
Vat to date 2025 2026 A/cs 1 & 2				397	

RFO 10th Sept 2025

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

E Public Works Loan Board – Loan Statement 10th Sept 2025

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

Date 10th September 2025

Botus Fleming PC Current Year 2025/2026

Period 6

Loan Payments statement
for Cashbook - Current A/c 1

Bank Statement Account Name(s)	Statement Date 10/09/2025	Loan advance	Payments Principal & Interest	Balance to pay
Current Account - Lloyds A/c 1	24/06/2020			
PWLB Loan advance 24/06/2020*		70,000.00		
Direct Debit payment - 24/12/2020			2,732.22	67,267.78
Interest 2019/2020			735.00	68,002.78
Direct Debit payment - 24/06/2021			2,732.22	65,270.56
Interest 2020/2021			714.03	65,984.59
Direct Debit payment - 24/12/2021			2,732.22	63,252.37
Interest 2020/2021			692.84	63,945.21
Direct Debit payment - 24/06/2022			2,732.22	61,212.99
Interest 2021/2022			671.42	61,884.41
Direct Debit payment - 24/12/2022			2,732.22	59,152.19
Interest 2021/2022			649.79	59,801.98
Direct Debit payment - 24/06/2023			2,732.22	57,069.76
Interest 2022/2023			627.92	57,697.68
Direct Debit payment - 24/12/2023			2,732.22	54,965.46
Interest 2022/2023			605.83	55,571.29
Direct Debit payment - 26/6/2024			2,732.22	52,839.07
Interest 2023/2024			583.50	53,422.57
Direct Debit payment - 24/12/2024			2,732.22	50,690.35
Interest 2023/2024			560.94	51,251.29
Direct Debit payment - 25/6/2025			2,732.22	48,519.07
Interest 2024/2025			538.14	49,057.21
Direct Debit payment - 24/12/2025				
Interest 2024/2025				
Total Loan amount outstanding				49,057.21

1614 Planning

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

Planning Applications	2025/26 - Location / Development	Validated	Comments from Cornwall Council
PA25 / 04805	Cross Park Farm - demolition agricultural building	16th July 2025	Awaiting decision
PA25 / 03258	Fanns Cottage - conversion barn to dwelling house	11th June 2025	Awaiting decision
PA25 / 05519	Croft Inn - self-storage site change of use	5th August 2025	Awaiting decision

1615 Recreation Field

1616 Councillors reports (Report A previously circulated)

(i) Asset maintenance audit

1617 Clerk's items

- (i) .gov.uk domains and email services for parish council
- (ii) Draft Budget / Precept 2026 / 2027 (review October as distributed)

1618 Correspondence

1618 (i)

Cornwall must have a Needs Budget

Communities across Cornwall are crumbling after 15 years of austerity. Fifteen years of Cornwall Council workers being squeezed ever tighter as bosses demand more work from a smaller workforce. People and services are struggling.

Three years after 410 Cornwall Council jobs went in a bid to cut – sorry, “save” £59 million, Cornwall Council is coming back for more.

A **NEEDS BUDGET** would work for Cornwall Council workers and begin the job of restoring Cornwall's communities.

A NEEDS BUDGET INCORPORATES THESE CORE PRINCIPLES:

- No child, no vulnerable adult in Cornwall to be a source of profit
- Every Cornwall public service privatised since 1979 to be back in public ownership
- £15 p/h minimum wage for Cornwall Council workers
- An immediate end to Right to Buy
- Addressing the housing crisis by building social housing with in-house works department
- Demanding the return of the £450 million stolen from Cornwall by central government since 2010
- No council tax rise
- Ensuring people are connected with cheap, publicly owned and run transport
- Ensuring homes are heated and work for people
- That we have access to health and social services

A NEEDS BUDGET WILL:

- Rebuild Cornwall communities
- Transform Cornwall's economy
- Restore faith in Cornwall democracy
- Future-proof Cornwall against further government looting

A NEEDS BUDGET IS EASY

- A budget is drawn up using the core principles above
- We wave goodbye to the developers and private care sector operators who are bleeding Cornwall dry
- The gap between what is needed and what Cornwall will have (around £2 billion this year) is funded by "prudential borrowing"
- Cornwall's vast reserves (£484 million in 2021 but shamefully and shamelessly frittered away to £281 million today) will finance the interest charges on the loans

PROMOTING AND DEFENDING A NEEDS BUDGET IS HARD

Overtaking 46 years of cuts and privatisation will take time. It is not possible to put exact figures on, for instance, creating a publicly-owned direct works department from scratch. Precise accounting is not the issue. What matters is the political will to turn around the cuts juggernaut. Just imagine if the inexhaustible wealth produced by the British people was used for our benefit, rather than hived off and deposited in offshore bank accounts.

There will be furious opposition as the followers of the cuts religion correctly see that, once a foundation stone is removed, the whole shabby edifice collapses. But a mobilised working class is the most powerful human force on earth. Trade unions are central to this strategy.

CORNWALL COUNCIL WORKERS – THE WAY FORWARD

- Union organisation – workers organising, discussing mutual problems and coming up with solutions together in a democratic manner is the route to transforming life at Cornwall Council
- Attend union meetings. Make a **NEEDS BUDGET** branch policy
- Ensure your union has a united front with the other local government unions. Members of UNISON, Unite, GMB and the teaching unions have a common interest
- Make sure Cornwall's elected representatives and council bosses feel the pressure of a united, galvanised workforce no longer prepared to take the blows

Produced by Cornwall Trades Union Council – proud to be part of the six-million union members in UK

1618 (ii)

Dear Sir,

I have lived in Hatt since 1981, and over the years I have been bitten by dogs and tripped over by dogs while jogging in the area. Dogs running at me in the lanes and in the Recreation Field while I am jogging is quite common, and as a result I have occasionally had to remind various dog owners that they have a responsibility to keep their animals under control at all times.

The reason for communicating with you today, is that while my wife and I, and our three grandchildren were playing by the goal in the Recreation Field at around midday on Thursday 21st August, we experienced a most unpleasant incident involving a dog owner.

The lady in question (who I believe is a Hatt resident) walked into the field via the entrance near the goalpost and immediately released her light-coloured labrador near us. It ran and grabbed the small ball we were playing with (I guess it was a labrador but I am not 100% sure). I tried to get the ball back from the dog but I couldn't. And when the dog's owner eventually extracted the ball from the dog's mouth, most bizarrely, she placed it behind her back and would not give it to me. When I

asked her for it and then mentioned that I would prefer not to have dog slobber over it (just to make the point that she ought to have been more considerate), she sarcastically exclaimed "oooh Covid!" and then completely lost the plot.

When I did get the ball back the woman unexpectedly launched into a tirade of abuse. She told me that I was a horrible person (or words to that effect), she asked my wife, "why she lives with such as terrible man as me." Somewhat shockingly, she even called me a "twat" - and all this was said in front of my three grandchildren, the eldest of whom is five years old. The five of us were forced to listen to this totally unexpected and inappropriate rant, not really understanding what we (or I) had done to encourage this kind of anti-social (and some might even say psychotic) behaviour. I must point out we said very little during the whole incident, and consequently there was no excuse for this aggressive and abusive behaviour.

From my perspective, I would have expected the dog owner to retrieve the ball from the dog's mouth, hand it back to me and express some kind of apology for what happened. After all, we had done nothing wrong, and if I had been placed in her position I would have apologised with a smile and that would have been the end it.

I do understand that dog owners need somewhere to exercise their animals, and I am not anti-dogs, but I am against dog owners who seem to believe they have priority over everyone else, and who don't take the appropriate care and accept the necessary responsibility that goes with dog ownership. I won't add any further details about the incident, except to say that this totally ruined that part of our day with the grandchildren, and I am fed up with the attitude of certain dog owners who seem to believe the field is just for them and their dogs.

I did not vote for the field and contribute to the funding to be treated in this way by selfish and inconsiderate dog owners. I hope therefore that you will note that children and adults without dogs enjoying the Recreation Field are occasionally treated as second class citizens by certain dog owners, and if there is anything you can do to get the message across to dog owners that this has to stop, I would be most obliged. Not everyone wants dogs jumping at them or slobbering over their property.

Yours faithfully,

1619 Date of next meeting.

The next Meeting of the Council will be the Public Meeting on Wednesday 22nd October 2025.

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

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.

1620 End of meeting