

# 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 25<sup>th</sup> February 2026

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  
10<sup>th</sup> February 2026

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 1667 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)

Under the Local Government Act (LGA) 1972 s101, supported by *Regina V Secretary of State for the Environment ex parte London Borough of Hillingdon 1986* case law, no one Councillor can make a decision on behalf of the Council.

## Agenda | 25 February 2026

### **1666/2026 Chair's Welcome & Announcements**

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

### **1667 Public participation**

**1668 To receive Apologies for Absence and approve the reasons given. (LGA 1972 s85(1))**

### **1669 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.

**1670 To approve and sign as a correct record the draft Minutes of the Public Meeting held on Wednesday 28<sup>th</sup> January 2026 (LGA 1972 sch.12.para 41(1))**

**1671 Matters arising from the Minutes for report purposes only.**

**1672 A Report from Cornwall Councillor Paul Cador**

**1673 Finance**

**A Accounts for Payment.**

Members are asked to note the following items of expenditure for the month of **February 2026**.

Date	Payee	Description	BACs ref.	£
25/02/2026	Christopher Cook	Salary	BACS474	363.22
25/02/2026	HMRC	PAYE	BACS475	91.00
25/02/2026	Christopher Cook	Office allowance contractual	BACS476	26.00
25/02/2026	WesternWeb Limited	Renewal of BFPC domain name	BACS477	102.00
25/02/2026	Ally Hill	Grass cutting (Jan)	BACS478	290.00
25/02/2026	Lloyds Bank	Bank charge administration	DD	4.25
<b>All BACs payment amounts today</b>				<b>£ 876.47</b>

## B Direct bank Payments & Receipts for information

Receipts **Account 1** 2025/2026 are **£24,527** / Receipts **Account 2** 2025/2026 are **£ 550.00**  
Total bank receipts for **2025/2026** are **£25,077**

## C Bank reconciliation and Earmarked Funds (EMF) balances as at the 25<sup>th</sup> Feb 2026

Current Account Lloyds A/c1 £ 12,086  
Business Reserve Lloyds A/c2 £ 10,414  
Bank Reconciliation balance **£ 22,500**

## D Monthly budget monitoring balances at 25<sup>th</sup> Feb 2026

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

## E Public Works Loan Board – Loan Statement 25<sup>th</sup> Feb 2026

Public Works Loan Board – Loan amount outstanding £46,840.09

### 1674 Planning

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

Planning Application NEW – None received

Planning Application Decisions – Two received

**PA25/05737 – Land at Orchard Meadow Hatt Saltash**  
**Development of 4 no.2 storey dwellings with associated access**  
**and parking without compliance with condition 2 of decision**  
**Notice PA23/10388 dated 13.05.2024**  
**Approved 1<sup>st</sup> February 2026**

**PA25/06531 – Four Shilling Park Botus Fleming Saltash PL12 6NJ**  
**Installation of stand-alone 10kw solar array in the garden of domestic**  
**premise.**  
**Approved 6<sup>th</sup> February 2026**

Planning Application for Information – None received

Planning Application received after Agenda issue – To be advised

### 1675 Recreation Field

### 1676 Councillors reports (Report 1676 (i) previously circulated)

(i) **Asset maintenance audit**

(ii) Other Councillor reports

1677 Clerk's items – Assertion 10

1678 Correspondence – None

1679 Date of next meeting.

The next Meeting of the Council will be the Public Meeting on Wednesday 25<sup>th</sup> March 2026. 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 4<sup>th</sup> April, 2020 in respect to smaller authorities.*

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

1680 End of meeting