



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 22nd July 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
13th July 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 1742 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 | 22 July 2026

1741/2026 Chair's Welcome & Announcements

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

1742 Public participation

1743 To receive Apologies for Absence and approve the reasons given. (LGA 1972 s85(1))

1744 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.

1745 To approve and sign as a correct record the draft Minutes of the Public Meeting held on Wednesday 10th June 2026. (LGA 1972 sch.12.para 41(1))

1746 Matters arising from the Minutes for report purposes only.

1747 A Report from Cornwall Councillor Paul Cador

1748 Finance

A Accounts for Payment.

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

Payments Schedule

22 July 2026

Period 4

Date	Payee	Description	BACs ref.	£
22/07/2026	Christopher Cook	Salary	507	363.42
22/07/2026	HMRC	PAYE	508	90.80

22/07/2026	Christopher Cook	Office allowance	509	26.00
22/07/2026	Ally Hill property maintenance	Grass cutting (June)	510	910.00
22/07/2026	BIFFA	Dog bin cleansing annual charge	511	599.42
22/07/2026	Christopher Cook	Printer cartridge	512	19.34
22/07/2026	Cornwall ALC Limited	CALC Conference Clerk attendance	513	45.00
22/07/2026	Greenbarnes Limited	New Decorative Noticeboard 2	514	3,473.39
22/07/2026	Lloyds Bank	Bank charges (July)	DD	4.25
All BACs payment amounts today				£ 5,531.62

B Direct bank Payments & Receipts for information

All bank receipts for this period **£375.00** Total receipts **2026/2027** are **£12,189.46**

Total receipts **Account 1** 2026/2027 are **£11,814.46**

Total receipts **Account 2** 2026/2027 are **£ 375.00**

C Bank reconciliation and Earmarked Funds (EMF) balances as at the 22nd July 2026

Current Account Lloyds A/c1 £ 8,349

Business Reserve Lloyds A/c2 £ 11,615

Bank Reconciliation balance £ 18,964

D Monthly budget monitoring balances at the 22nd July 2026

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

E Public Works Loan Board – Loan Statement 22nd July 2026

Public Works Loan Board – Loan amount outstanding £44,599.69

1749 Planning

New Planning Applications – One received

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

Application PA26/03297

Proposal Change of use from dwelling (Class C3) to 2 no. supported Living units (Sui Generis).

Location 20 Sunnybanks Hatt Saltash Cornwall

Grid Ref 239047/61988

(Response time extended until 22nd July 2026)

Planning Application Decisions – One received

Application PA26/02058

Proposal Erection of an agricultural building to be used for dry storage of farm equipment and as animal shelter on existing agricultural land

Location Land South East of Ploughman's cottage Botus Fleming Saltash

Application approved 12th June 2026

Planning Application – For Information

Planning Application received after Agenda issue – To be advised

1750 Recreation Field

1751 Councillors reports (Report (i) previously circulated)

(i) Asset maintenance audit

(ii) Other Councillor reports – CAPs representatives (A38 Safety/Planning reform)

1752 Clerk's items – Clerk to attend Cornwall Local Councils conference 6/10/2026

1753 Correspondence

(i) South West Water vote of no confidence – details previously circulated

(ii) Waste management transfer notice – details as previously circulated

(iii) CALC Training schedule June-September – details as previously circulated

(iv) Dangerous tree at St. Mary's Church cemetery wall – Cllr Paul Cador

I have been given your email by Will Glassup hoping you can help. I have a dangerous tree in one of the cemeteries in my ward, it is at St Marys Church, Botus Flemming. In this case it's not a matter of if but when it falls. When it does it will collapse the retaining wall, the pillar and entrance way will collapse therefor not allowing access to the cemetery. The graves in the immediate area will be uplifted for all to see and I think it would be 8 possibly more caskets and remains being up rooted. Also, the H&S concern is alarming.

This was raised to me by the concerns of the church warden; the cemetery has also Historic Value as well as being a closed Cemetery it also has Commonwealth War Graves located within the boundaries. We are asking for the tree to be removed and the church warden with replace it in another location.

Dave, Chris, keeping you in the loop and updated as and when.

Please see photos below.

Retaining wall cracked and giving way





Entrance wall and pillar cracked, War Memorial in jeopardy.





Grade 2 listed Casket Rest cracked and damaged



Graves being uplifted by roots



Entrance way distorted and uplifted



Graves being uplifted and moved. The 2nd grave from the left is a Commonwealth War Grave



Grave being uprooted by the roots



Entrance way would become blocked and unpassable.



(v) Tamar Toll Action Group – notice to display

Dear Christopher

You may have seen from our social media feed (or other news outlets) that we are planning a peaceful demonstration on July 25th to show the level of desire for change on the way that both Tamar crossings are funded. This is largely a repeat of our 2023 demonstration, some footage of which is at this [ITV News link](#).

To promote this event and encourage people to attend from slightly further afield, I would be grateful if our attached flyer could be displayed on your Parish Council notice boards in the run up to the event. Could you please let me know if this is acceptable to your parish councillors?

With kind regards

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Scott Slavin
Chair

(iv) Dangerous tree – response update 2nd July 2026

Thank you for getting in touch with regard to St Marys, Botus Fleming.

Our specialist Arboricultural Officer has inspected the tree, and has reported that the tree is in good physiological condition with good crown vitality. I have also contacted our structural engineering team for an update, and they have advised that unfortunately, the timeframe is currently uncertain. Cormac is aware of the issue and is engaging with the Diocese for comment on the feasible options to address this. Any intervention here will require Faculty approval from the Diocese. I understand that our Structures team has written to the church warden and the PCC but has not yet received an official response. In the meantime, the site is being monitored.

I have been informed that Cornwall Council's position is that the tree should be retained, if at all possible, due to its environmental value. This follows professional advice received from our Arboricultural Officer, noting that it is a valuable veteran tree, to be considered a priority to protect. Based on recent interactions with the Diocese on similar scenarios at other closed churchyard sites, it's likely that they will take a similar view when seeking their own independent Arboricultural advice.

To allow the tree to be retained, a buttressing solution has been recommended to support the wall. This would, however, result in the loss of some parking space. We're aware of the Church Warden's position on this, and sympathise, but it should be noted that no works can be undertaken without Faculty approval from the Diocese which we do not currently have, and we also need to comply with Cornwall Council's policies.

I appreciate that this situation is a matter of concern for the Church Warden and local community, and I hope the above provides some reassurance that the matter is being actively progressed. At present, the Council is working with the Diocese and other relevant parties to identify an appropriate solution that balances public safety, the historic significance of the site, and the environmental value of the tree.

Kind regards,

Emma Wallwork | Environment Officer (Information)

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.

1754 Date of next meeting.

The next Meeting of the Council will be the Public Meeting on Wednesday 26th August 2026. The Meeting will be held at the St. Marys church hall, Botus Fleming commencing at 7:30pm

1755 End of Meeting