



Botus Fleming Parish Council

www.botusfleming.org.uk

Date: Wednesday 22 August 2018
Time: 7.30pm
Location: St Mary's Church Hall, Botus Fleming

To Parish Councillors

Councillor Morgan (Chair)

Councillors Ellis (Vice Chair), Fletcher, Robinson, Aughey, Edwards, Malcolm and White.

Members of the Parish Council are summoned to attend the above meeting to consider the items of business.

Members of the Public are also invited to attend the meeting.

Christopher Cook - Locum
Clerk to the Council
22 August 2018

Please Note

Members of the public will be permitted to speak on each agenda item for a period of 3 minutes. This meeting is advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media and members of the public. 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.

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clerk@botusfleming.org.uk

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110/2018 Chair's Welcome & Housekeeping

111 Public participation

Members of the public are invited to address the Council. (15 minutes)

112 Apologies

To receive apologies for non-attendance submitted by the Parish Councillors.

113 Declarations of interest

Parish Councillors will be asked to make any declarations of interest in respect of items on this agenda.

A. Pecuniary/Registerable Declarations of Interests – Members must declare an interest, which has been declared on their Register of Financial Interests Form, relevant to the 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 are reminded they must declare any gift or hospitality with a value in excess of fifty pounds.

D. Dispensations – Members to consider any written requests for dispensations.

114 Minutes of the public meeting

To confirm the minutes of the meeting held on 25 July 2018.

115 Matters arising from the minutes

The Parish Council will consider any matters arising from the minutes of the public meeting held on 25 July 2018.

Item 100 Resident's request for the Parish Council to support an events programme and the financing of a beacon (see Councillor's report 121C)

116 Correspondence

A letter has been received from the Lay Chairman of St.Mary's PCC :

St Mary's PCC would like to ask the Parish Council for a donation towards the upkeep of the village churchyard, which costs £480 for annual maintenance.

Previous Parish Councils used to make an annual donation and if this item could be placed on your next meeting's agenda for discussion, we would be very grateful.

117 Report Cornwall Councillor, Cllr Jesse Foot

Cllr Foot will present an update from Cornwall Council and the Green Dog Walking Policy.

118 Finance

A Accounts for Payment.

Members are to consider the payment schedule and agree payment for period 5 ending August 2018.

Payments Schedule		22 August 2018		Period	5
Date	Payee	Description	Chq.No.	£	
22/08/2018	Cornwall ALC Limited	Training costs	78	£	72.00
22/08/2018	Christopher Cook	Salary	79	£	277.42
22/08/2018	Christopher Cook	Salary arrears June	80	£	32.00
22/08/2018	John Hesketh	Retention fee	81	£	85.20
22/08/2018	BMS Landscaping	Grounds maintenance	82	£	552.00
22/08/2018	John Hesketh	Honorarium	83	£	-
All cheque payments today				£	1,018.62

B Direct Bank Payments & Receipts for information.

09/04/2018	Cornwall Council	Precept	7,388.12
27/06/2018	Various	Big Event	1,014.50
19/07/2018	Various	Big Event	299.60
25/07/2018	Sports Group	HYSAs	1,599.54
			10,301.76

All Bank receipts for this period £1,899.14. Total receipts 2018 are £10,031.76

C Bank reconciliation and Ringfenced balances at 13th August 2018

Reconciled Account Balances

	Total Funds	Ringfenced Funds		Available General Funds
Lloyds TA1	£14,434.90	£1,599.54	(Sports / Rec)	£12,835.36
Lloyds TA2	£0.00	£0.00		£0.00
Barclays Com A/c		£1,418.66	(NDP)	
		£1,615.34	(Events)	
	£8,915.62	£3,034.00		£5,881.62
Barclays Saver	£1,083.61	£0.00		£1,083.61
Totals	£24,434.13	£4,633.54		£19,800.59
less uncashed cheques	£808.62	£0		£808.62
Balances	£23,625.51	£4,633.54		£18,991.97

A To agree the parish council's response to Cornwall Council consultations on new planning applications received for the current agenda : all Application links
<http://planning.cornwall.gov.uk/online-applications>

Application PA18/07282
Proposal Works to fell tree (T3) covered by a Tree Preservation Order
Location 2 Stuarts Way Hatt Saltash Cornwall
Applicant Mr David Wood
Grid Ref. 239600/62051

Application PA18/06729
Proposal Erection of a glass conservatory on the rear elevation of property
Location Ploughmans Cottage Botus Fleming Saltash Cornwall
Applicant Mr Shaun Harris
Grid Ref. 240940/61603

Enquiry Ref. PA18/07195
Proposal Non material amendment for the addition of integrated solar panels to the South east facing roof slope of the dwelling (Application number PA18/00764 Dated 21 March 2018 relates)
Location Myrtle Cottage Botus Fleming Saltash Cornwall PL12 6NQ
Applicant Mr and Mrs Peter and Jill Unwin

B Planning application received after agenda published – for information only.

C Planning applications approved by Cornwall Council.

Application PA18/04758
Proposal Potato storage building
Location Ziggerson Hill Farm Botus Fleming saltash Cornwall
Applicant MM and MW Holmes

Decision – approved with conditions

D Applications closed – none received

120 Neighbourhood Plan Update www.botusflemingandhattndp.com

Councillors will receive a progress report on the Neighbourhood Development Plan (TA).

121 Councillors' Reports

A Cllr Sally White - maintenance
Monthly asset audit report (previously published)

B Cllr Malcolm Fletcher – benches in Botus
Councillors will receive a financial and operational report of the review of benches in Botus.

C Cllr Mervyn Ellis (V.Chair) – WW1 beacon and events
Councillors will receive a costed programme to consider for the WW1 beacon and events.
Post Office Hatt correspondence

D Cllr Denis Morgan (Chair) – replacement gates (Recreation Field)
Update on progress and review of quotations received.

E Cllr Malcolm Fletcher - Biodiversity
Councillors will receive an update on Biodiversity issues.

- F Cllr Trevor Aughey – Discussion topics
a) Street and roadside maintenance
b) New residents welcome pack
c) Newsletter and engagement strategy

G Cllr Malcolm Fletcher
Councillors will receive an update on recent Code of Conduct training.

122 Chair's Agenda Items

- A Update on Councillor's meeting with Planning Officers 8th August 2018.
B Parish Pound
C Broadmoor School development proposed meeting

123 Clerk's Agenda Items

- A Update on Bank accounts for Lloyds & Barclays and balance reconciliations.
B Clerk recruitment schedule advertisement and CALC (as previously circulated)
C Parish Council meeting date

Proposal : That the monthly meeting date be moved to the first Wednesday of every month during 2019, excepting the first meeting to 9th January 2019.

- D GDPR updates (all as previously circulated)
Annual Data Protection Report
Subject Access Report (SARs) & briefing note
Privacy Impact Assessment form
Personal Data Breaches Policy & briefing note
Acceptable Use Policy & briefing note
Retentions Policy & briefing note
Retentions & Disposal Policy (incl.Appendix)
Privacy Notice for website

124 Date of next meeting.

The next public meeting of the council will be on Wednesday 26 September 2018 at 7.30pm in St Mary's church hall.

125 Closed session

Councillors will consider an Expenses claim from the outgoing Parish Clerk.

126 End of meeting