

Botus Fleming Parish Council

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Wednesday 26th September 2018

Present: Councillor Morgan (Chair)
Councillors Aughey Robinson and White

Apologies for absence : Cllr Ellis (Vice Chair) Councillors Edwards Fletcher and Malcolm

Also in attendance: Christopher Cook Locum Parish Clerk & Responsible Financial Officer

Members of the public: 2

The Public meeting started at 7:30pm and closed at 9:00pm

Members of the public were permitted to speak on each agenda item for a period of 3 minutes. This meeting was advertised as a Public meeting and as such could be filmed or recorded by broadcasters, the media and members of the public. The public were advised that whilst every effort is taken to ensure that members of the public would not be filmed, it could not be guaranteed.

Minutes I 26 September 2018

127/2018 Chair's Welcome & Housekeeping

Cllr. Morgan in the Chair welcomed councillors and residents to the public meeting.

128 Public participation

(a) A Resident offered to provide a conker tree to provide a feature and to be situated in the centre of the Recreation Field. The Chairman pointed out that whilst this was a good idea it would be in contravention to the terms of the Lease.

129 Apologies

Apologies received from Cllr. Ellis (Vice Chair) Cllrs. Edwards Fletcher & Malcolm

130 Declarations of Interest

None declared. Councillors resolved that no Councillors were liable for Dispensations, proposed by Cllr Morgan (Chair), all agreed.

131 Minutes of the Public meeting

It was resolved to confirm the minutes of the public meeting held on 22nd August 2018 were a true and accurate record, Proposed Cllr Aughey, Seconded Cllr Robinson. All agreed.

132 Matters arising from the minutes

The Parish Council considered that there were no matters arising from the minutes of the public meeting held 22nd August 2018.

Reference was made by Cllr Aughey to the WW1 beacon costs and reiterated points previously minuted in 25th July 2018 item 114 concerning the Parish Council's



Engagement policy with the Community. Cllr Morgan (Chair) confirmed that the project was a Parish Council sponsored event engaging volunteers to lead with the Commemorations. Earmarked funded monies were confirmed at £250 to support the event. See Councillors reports 140 (C).

Cllr Morgan (Chair) referred to the Expenses claim agreed under Item 125 and an amount of £353.25 being identified as payment from Reserves. The Clerk confirmed that this amount was included in the Audit Statement under Item 144 (B)

133 Correspondence

Correspondence received from ' Images by Hand ' offering a Parish map facility at an annual cost of £165.00. Councillors decided to decline the facility at present. Proposed Cllr. Morgan (Chair), seconded Cllr Aughey. All agreed

134 Report Cornwall Councillor, Cllr Jesse Foot

Cllr. Foot updated Councillors on the following :-

Green Dog Walking Policy – Cornwall Council Kevin Brader to contact the Clerk (Locum) about the pilot scheme and financial restrictions. Further progress not expected yet as little uptake on the Scheme had materialised so far.

The Police Crime Commissioner reported to the Devon & Cornwall panel concerning the vote in response to the proposed merger with Dorset Police. Consultation had finished and there appeared to be a lack of a business case provided. Any merger may cost residents £18 per person on Council Tax payments.

Boundary Commission consultation finished. The proposed Hatt/Botus Ward name Saltash Trematon Landrake was not accepted and the proposed Boundary name is currently Saltash Gateway.

Cllr. Foot also briefed Councillors on the Budget status with Cornwall Council, stating that Council Tax increases would be necessary to meet Social care needs despite the Adult Social care budget likely to be reduced in future years.

135 Finance

A Accounts for Payment

It was resolved to approve the payments schedule. Proposed Cllr White, seconded Cllr Morgan (Chair). All agreed

B Bank receipts for information

Bank receipts were noted.

C Bank reconciliation

At the close of Business on 26th September 2018, the Parish council held £28,798.87 in it's combined accounts with Lloyds. Earmarked funding amounts and reserves were now identified as £4,633.54. Councillors **Resolved** to note the amounts.

D Quarterly Finance monitoring report

Councillors agreed to note the report for the period April 2018 and September 2018 and that broadly figures were in line with budgets.

136 Planning Matters

A To agree the Parish Council's response to Cornwall Council consultations on new planning applications received for the current Agenda.



Application PA18/07524
Applicant Mr M Hilborn
Proposal Erection of sectional framed agricultural shed for storage of animal Foodstuff/materials
Location Sunnyside Botus Fleming Saltash Cornwall
Grid reference 240601 / 61284

This Planning Application was WITHDRAWN 25th September 2018 and not discussed.

B Planning application received after Agenda published – for information only

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

Decision - Refusal

C Planning applications decided by Cornwall Council - One

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

Decision – Approved

137 Neighbourhood Plan Update www.botusflemingandhattndp.com
Cllr Aughey advised members that the HRA & SEA screening opinion had been received. Cornwall Council are to make further comments in respect to the Strategic Environmental Assessment being completed. The Parish Council will be advised from Cornwall Council of these findings. Original response time 17th September 2018 now lapsed. The Parish Plan may be affected from the result of the NDP outcome. All Councillors **Resolved** to note this action.

138 Recreation Field

Cllr Morgan (Chair) gave a background précis to a number of meetings and the negotiations so far with the Landowner and the Tenant. With support from the NDP Steering group the Council seek to safeguard the Recreation land as a green space amenity and that there will commence the involvement of the Public Space Officer. It was **Resolved** that the Parish Clerk should seek a response from the Landowners in respect to a compromise situation over the Public Green Space area, whilst giving due consideration to the on going negotiations with the Landowner and Tenant and taking care not to compromise any existing arrangements.
Proposed Cllr Morgan (Chair) Seconded Cllr Robinson. All agreed.



139 Dog Bin emptying

Cllr Aughey proposed that the Parish Council take over the responsibility of dog bin emptying with immediate effect and that estimated costs of £300 per annum should be met from the budget provided. Thanks were given to the resident who had provided the bin and carried out the onerous task of emptying the bin. It was **Resolved** by Councillors to mark this work (referred to under Item 144 (A)). Proposed Cllr Aughey Seconded Cllr Robinson. All agreed

140 Councillors Reports

A Cllr Sally White - maintenance

Monthly maintenance audit noted (report previously published). The weeding of the Parish Pound was discussed and it was **Resolved** by Councillors that the Clerk would contact the current Grounds Maintenance contractor BMS Landscaping to include the weeding of the Pound within the annual Contractual price. Proposed Cllr Morgan (Chair) Seconded Cllr White. All agreed.

B Cllr Malcolm Fletcher – Biodiversity

The report from Cllr Fletcher was deferred to the 24th October 2018 Public meeting. Cllr Aughey stated that the Biodiversity report alluded to the reduction in the Countryside natural habitations. The separate issue of roadside maintenance was also discussed. The Biodiversity report is included as a supplement within the Parish Newsletter. Councillors resolved to note

C Cllr Dave Edwards – WW1 beacon and events

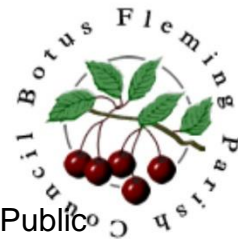
In the absence of the Council receiving a costed programme of events Cllr Morgan (Chair) reaffirmed the Parish Council's support to the Commemoration events and the donation £250 towards the cost of materials which would be financed from the earmarked Big Events fund. Councillors **Resolved** to note.

D Cllr Denis Morgan (Chair) – Replacement gates (Recreation Field)

The work to replace the gates had now been completed and Cllr Morgan suggested that as an additional security measure it would be prudent to secure a chain combination lock system to the gates. Councillors **Resolved** to defer this item to the next Public meeting in October for further discussion. All Councillors agreed.

E Cllr Malcolm Fletcher – Benches in Botus

Cllr Aughey reported that the Benches and Picnic table had been purchased, and subject to the Benches being situated as previously agreed, the Picnic table was now operational. Following the original financing programme provided by Cllr Fletcher it was agreed that the concrete pads to secure the equipment should be installed at the cost of £900 +Vat, with this amount falling within the budgeted amount for benches. It was **Resolved** to progress with this expenditure. Proposed Cllr Morgan (Chair) Seconded Cllr Robinson. All agreed



F Cllr Trevor Aughey – Discussion Topics

(a) Street and Roadside maintenance report deferred until 24th October 2018 Public Meeting.

(b) Cllrs Aughey & Fletcher have drafted a welcome pack letter for new residents. Cllr Aughey proposed that the Clerk (Locum) consider this matter for progression

(c) The Newsletter had been distributed.

Councillors **Resolved** to note.

141 Chair's Agenda Items

A Parish Pound – The Clerk (Locum) reported that following first stage searches the Parish Pound is not registered and that the Council will move to the next step with Local Land Charges to identify whether any charges exist. The cost of this will be substantially lower than the original estimate of £92.76 as it has been shown the Pound is not registered and a full Search not necessary.

B Proposed Budget meeting – The Clerk (Locum) will prepare a budget and arrange a meeting to discuss the Budget / Precept programme for 2019 – 2020.

C Staff & Remuneration Committee – The Clerk (Locum) will seek volunteers in order to monitor the Clerk Contract of Employment and to provide an Interview team for the purposes of recruiting a permanent Clerk.

Councillors **Resolved** to note.

142 Clerk's Agenda Items

A Bank Accounts

The Clerk (Locum) updated Councillors on the Lloyds & Barclays bank situation and the consolidation of Bank balances and Earmarked funds now all with Lloyds Bank, refer to Item 135 (B), (C) & (D).

B Clerk Proper & RFO recruitment

Interviews for a permanent Clerk effective from 1st November 2018 will take place on 15th October 2018.

C Audit Statement conclusion PKF Littlejohn

The Clerk (Locum) reported that the Audit was complete with no issues arising.

Councillors **Resolved** to note items 142 (A).(B) & (C).

Councillors received Resignation Statements from Cllr Aughey & Cllr Morgan (Chair) Both resignation letters with full transcripts are posted on the Parish Council website under Section 4 ' Other ' and located at www.botusfleming.org.uk

143 Date of next meeting

The next Public Meeting of the Council will be on Wednesday 24 October 2018 at 7:30pm in St.Mary's church hall.



144 Closed Session

Councillors considered the following Proposal made by Cllr Aughey :

The Award of a Certificate of Merit to Becky Escott in recognition for the tasks she has done voluntarily in connection with Dog Bins and in keeping the Green tidy.

All Councillors agreed. It was Resolved that the Clerk (Locum) and Cllr D Edwards should progress the awarding of the Certificate of Merit.

An Audit Statement as previously prepared by the Clerk (Locum) & Cllr Morgan (Chair) for purposes of end of year Accounts records as follows :-

The Parish Council were recommended to adopt a statement as previously circulated under 125 with regards to the Approval of the expenses claim amount of £693.46, £353.25 of which was to be met from general reserves.

145 End of meeting 21:10