

Botus Fleming Parish Council

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Wednesday 24th October 2018

Present: Councillor Ellis (Chair)

Councillors Edwards (V/Chair), Fletcher, Malcolm, Robinson and White

Apologies for absence : Cornwall Cllr. Jesse Foot

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

Members of the public: 3

The Public meeting started at 7:30pm and closed at 9:15pm

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 | 24th October 2018

146/2018 Acting Chair's Welcome & Housekeeping

Acting Chair Cllr. Ellis welcomed Councillors and residents to the public meeting. The Acting Chair thanked Messrs. Morgan & Aughey for their work previously carried out as Councillors in a number of areas for the benefit of the Community, and noted their continued involvement with the Neighbourhood Development Plan Steering group and general interest in NDP matters.

147 Parish Clerk

Cllr. Edwards reported that following Interviews held on the 16th October 2018 a recommendation be given to appoint Christopher Cook as Parish Clerk & Responsible Financial Officer for Botus Fleming Parish Council, and to send a rejection letter to the unsuccessful candidate. Cllr. Edwards & Cllr. Malcolm both confirmed that the two candidates interviewed well. Acting Chair Cllr. Ellis, stating an interest in the interview process, requested that Cllr. Edwards execute the required letters and Contract of Employment. Proposed Cllr Edwards, seconded Cllr Malcolm, all agreed. It was **Resolved** to appoint Christopher Cook as permanent Parish Clerk with effect from 1st November 2018.

148 Elections

One nomination received at the meeting for the position of **Chairman**. Cllr Ellis was Proposed by Cllr Malcolm and Seconded by Cllr White. All Councillors agreed. It was **Resolved** that Cllr Ellis be elected as Chairman of Botus Fleming Parish Council for the period up to and including the Parish Meeting in May 2019. Cllr Ellis signed the Declaration of Acceptance of Office.

One nomination received at the meeting for the position of **Vice Chairman**. Cllr Edwards was Proposed by Cllr Malcolm and Seconded by Cllr Ellis (Chair). All

Councillors agreed. It was **Resolved** that Cllr Edwards be elected as Vice Chairman of Botus Fleming Parish Council for the period up to and including the Parish Meeting in May 2019. Cllr Edwards signed the Declaration of the Acceptance of Office



149 Elections

The Parish Clerk advised Councillors and members of the public of the Notice of Vacancies and the Parish Council's intent to receive two new Councillors. Details of the Election period were explained along with the option of filling casual vacancies by co-option pursuant to the Local Government Act 1972.

150 Public participation

Mr. Nick Brown (BMS Landscaping) Contractor to the Parish Council enquired as to whether the Council could make BACs payments in future. The Parish Clerk confirmed that this would be done now that he was in a position to do so and in general cheque payments would be phased out. Mr. Brown also advised Councillors that he had carried out an inspection of the Parish Pond with a view to weeding and tidying up. Cllr Ellis (Chair) pointed out that the situation of the Parish Pond maintenance was to be discussed at Item 162 (A). Cllr Malcolm proposed and Cllr Ellis (Chair) seconded that a quotation be sought to carry out small remedial repairs to the Pond. Item deferred to the November Agenda.

151 Apologies

Apologies received from Cllr. Jesse Foot

152 Declarations of Interest

Councillor Steve Malcolm declared a non-registerable interest item 152 (B) in respect to Item 158 (A). All Councillors noted and agreed.

153 Minutes of the Public meeting

It was resolved to confirm the minutes of the public meeting held on 26th September 2018 were a true and accurate record, Proposed Cllr White, Seconded Cllr Robinson. All agreed.

154 Matters arising from the minutes

Councillors considered that there were no matters arising from the minutes 26th September 2018, other than Item 140 (E) wherein Cllr. Fletcher pointed out that only the Picnic table had been sited in its location, leaving the two benches yet to be erected and their locations were to be agreed and to be discussed at Item 162 (D).

155 Correspondence

No correspondence had been received.

156 Report Cornwall Councillor, Cllr Jesse Foot

Cllr. Foot sent apologies but provided an email to brief Councillors on the ' Safe38 ' campaign which continues, and also the Tamar Valley AONB current consultation, urging Councillors to comment on the management plan which would be available for inspection at Eliot Hall, St. Germans 10th November 2018 between 10:00am and 2:00pm.

157 Finance

A Accounts for Payment



It was **Resolved** to approve the payments schedule. Proposed Cllr Malcolm, seconded Cllr Fletcher. All agreed

B Bank receipts for information
Bank receipts were noted.

C Bank reconciliation
At the close of Business on 24th October 2018, the Parish Council held £26,333.67 in it's combined accounts with Lloyds. Earmarked funding amounts and reserves were identified as £4,633.54. Councillors **Resolved** to note the amounts.

Councillor Steve Malcolm left the room.

158 Planning Matters

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

Application PA18/09008
Applicant Mr Malcomb
Proposal Raise existing garage roof to accommodate vehicle hoist
Location Oakwell Farm House Botus Fleming Saltash Cornwall
Grid reference 240238 / 61387
(Councillor Malcolm had previously pointed out to the Planning Department the incorrect spelling of his surname)

Councillor Steve Malcolm returned to the room.

Cllrs agreed to support the Application. Proposed Cllr Robinson, seconded Cllr Ellis (Chair). All agreed.

B Planning application received after Agenda published – for information only

C Planning applications decided by Cornwall Council - One received

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

Cllrs noted the Decision – Approved

D Applications closed – one received

Application PA18/06188
Applicant Mr & Mrs R Andrews
Proposal Residential development of 12 dwellings including mix of affordable rent, shared ownership and private ownership and other associated works.
Location Land adjacent to Heckberry Barn Vollards Lane Hatt Saltash Cornwall

Grid reference 229381 / 62032



Cllrs noted the Decision – Application Withdrawn

159 Neighbourhood Plan Update www.botusflemingandhattndp.com

Cllr Fletcher advised members that the HRA & SEA screening opinion had been received from Cornwall Council. The Assessments require further scrutiny, particularly the Natural England response, and this would include addressing any impact to the local Parish Plan.

All Councillors **Resolved** to note and agreed that Cllr Fletcher would be the appointed Parish Councillor to report on NDP updates in the future. Cllr Fletcher is due to meet the Development Officer 14th November 2018.

160 Recreation Field

Cllr Malcolm updated Councillors following the recent meeting with the Landowner. Further options were being explored which would benefit the Council, the Landowner and the Tenant and move a step closer to an amicable negotiated renewal of the Lease whilst safeguarding the Recreation land as a green space amenity and agreeing to a Community use of the adjacent field. Graphics surrounding a number of proposals would be produced. It was **Resolved** by all Councillors that Cllr Malcolm should arrange another positive meeting soon. Councillors agreed that the most suitable way forward with the Recreation Field Lease was to continue with dialogue and a negotiated settlement with the Landowner before expiry of the Lease in 2020.

Proposed Cllr Edwards (V/Chair) Seconded Cllr White. All agreed.

161 Dog Bin emptying

Councillors agreed to site Dog Bins at the Crossroads in Botus Fleming and also close to the entrance of the Recreation Field. It was **Resolved** by Councillors to purchase two dog bins, the cost of these as per budget provision, and to seek precise weekly bin emptying costs from Biffa estimated at £7.50 per bin. **Cllr Malcolm to action**, All agreed.

162 Councillors Reports

A Cllr Sally White - maintenance

Monthly maintenance audit noted (report previously published).

Cllr White recommended that the signposts should be deleted from the monthly Inspection list and replaced with the Picnic table asset. Proposed Cllr White, Seconded Cllr Fletcher. All agreed

Cllr White reported that the hedges at the Quay required trimming which would be a task for the CAT team. Proposed Cllr Edwards (V/Chair), Seconded Cllr Robinson. All agreed. Councillors **Resolved** to agree all the proposed actions.

B Cllr Malcolm Fletcher – Biodiversity

Cllr Fletcher gave a vote of thanks to the two residents who continue with the task of emptying Dog Bins.

Cllr Fletcher reported that a few residents who were Beekeepers had requested that warning ‘ Weed Spraying ‘ signs be displayed by BMS Landscaping when carrying out this operation. Mr. Nick Brown agreed to this request.

Highways verge issues and Road sweeping matters would be deferred at present, though Cllr Robinson confirmed that, upon request, Cormac had recently carried out Road sweeping in the village. Councillors **Resolved** to note this report.



C Cllr Dave Edwards (V/Chair) – WW1 beacon and events
Cllr Edwards (V/Chair) gave a vote of thanks to the CAT team who had helped with the poppy and silhouettes display on Hatt roundabout attracting many favourable comments from residents. The costed events programme remained in budget which would include a Community wreath. Several local organisations would be laying wreaths at the Celebration of Peace Service, and Councillors agreed that the Parish Council should be represented. Cllr Ellis (Chair) reaffirmed the Parish Council's decision to support to the Commemoration events as minuted under Item 140 (C) 26th September 2018 with a donation of up to £250 towards the cost of materials which would be financed from the earmarked Big Events fund. The Parish Council wreath would be financed from reserves at £50. Proposed Cllr Malcolm, Seconded Cllr Ellis (Chair) Councillors **Resolved** to agree these actions.

D Cllr Malcolm Fletcher – Benches in Botus
Cllr Fletcher proposed that the new Benches be erected, situated and secured at the following locations:-
Recreation Field (concreted pad)
Adjacent Field (bench to be securely pegged into place)
Torr View (concreted pad)
Installation costs agreed as previously minutes Item 140 (E) 26th September 2018.
It was **Resolved** to progress with this expenditure and note the report. All agreed.

E Cllr Malcolm Fletcher – Street and Roadside Maintenance
Report deferred until early 2019.
Councillors **Resolved** to note.

F Cllr Malcolm Fletcher - New Resident's Welcome Pack
Cllr Dave Edwards (V/Chair) – Certificate of Merit
(a) Cllr Fletcher to progress the letter
Councillors **Resolved** to note.
(b) Cllr Edwards (V/Chair) recommended a further resident as recipient of the Certificate of Merit. All Councillors agreed to the recommendation and that two Certificates will be presented during the Public Meeting 23rd January 2019.
Councillors **Resolved** to note.

163 Chair's Agenda Items

- A Parish Pound – Form K15 submitted.
- B Proposed Budget & Projects meeting – 12th November 2018
- C Parish Council website security - improvements implemented.
- D Staff Committee – Deferred.
- E Chairman's proposal - Questions session at a Public Meeting.

Councillors agreed that the proposal on the Agenda should be implemented as a **Recommendation** which would not preclude members of the public addressing Councillors during the Question Session.



Councillors **Resolved** to note.

164 Clerk's Agenda Items

A Parish Pound Weeding – referred to under Item 150

Councillors **Resolved** to note.

165 Date of next meeting

The next Public Meeting of the Council will be on Wednesday 28 November 2018 at 7:30pm in St.Mary's church hall.

166 End of meeting 21:15