

# Botus Fleming Parish Council

www.botusfleming.org.uk



**Wednesday 28<sup>th</sup> November 2018**

**Present:** Councillor Ellis (Chair)

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

**Apologies for absence :** None

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

**Members of the public:** 4

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 | 24<sup>th</sup> November 2018**

### **167/2018 Chair's Welcome & Housekeeping**

Cllr. Mervyn Ellis (Chair) welcomed Councillors and residents to the public meeting. The Chair made mention of the recent Remembrance Commemorations and the Christmas Fayre commenting on their successes. A vote of thanks was given to Cllr Edwards and the (CAT) and the 'backroom team' of local residents who had ensured that both events were so well presented.

### **168 Public participation**

Mr. Nigel Cummings spoke to present Planning Application PA18/10005 Rumbullion Farm development of redundant barns. Reference was made in connection with Planning Officer discussions and Policy 7 regarding the use of redundant buildings. A structural survey had been completed and local residents in Ziggerson's Lane engaged in discussions. The Application was supported with a letter of support recommending approval of the Application. The Application to develop also supported the Parish Plan in meeting Housing targets. Cllr Malcolm sought clarification over the entry/exit route to the property as three routes existed. The route to the North was the preferred option.

### **169 Apologies**

None

### **170 Declarations of Interest**

None declared. Councillors **Resolved** that no Councillors were liable for Dispensations. All Councillors noted and agreed.



### 171 Minutes of the Public meeting

It was resolved to confirm the minutes of the public meeting held on 24<sup>th</sup> October 2018 were a true and accurate record, Proposed Cllr Robinson, Seconded Cllr Fletcher. All agreed.

### 172 Matters arising from the minutes

Councillors considered that there were no matters arising from the minutes 24<sup>th</sup> October 2018, other than Item 179 (E) on the Agenda for 24<sup>th</sup> November 2018 which Cllr Edwards noted should be aligned with Item 162 (F) (a). All agreed.

### 173 Correspondence

A letter of thanks had been sent to the Parish Council by the St.Mary's Churchwarden thanking Councillors for their support at the Commemoration service and for providing poppy displays. Councillors **Resolved** to note.

### 174 Report Cornwall Councillor, Cllr Jesse Foot

Cllr. Foot provided a further update on the ' Safe38 ' campaign reporting that the MP for S.E.Cornwall had delivered a report to the Transport Minister, and the report was well received. A petition has been launched to support a proposal duelling of the A38 between Saltash and Trerulefoot, backed by Cornwall Council, and this would be considered in 18 months time. A reminder was given for the next Gateway CNP meeting in Saltash 4<sup>th</sup> December 2018. Cllr. Foot reported that the Cabinet at Cornwall Council were due to review the ' walk to school ' policy. Cllr. Malcolm advised the meeting that there was an increasing need to provide a school bus in the Community and asked whether Botus Fleming Parish Council would be entitled to run a school bus service with the aid of Cornwall Council funding included with the Precept. Cllr. Foot stated that a response would be sought, but considered that it would probably be permissible to run a school bus, but that funding would be doubtful. The report on Cornwall Council Budgets suggested a 3.9% increase on Council Tax.

### 175 Finance

A Accounts for Payment

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

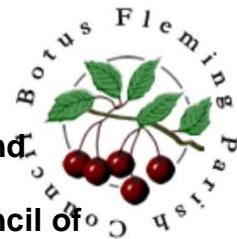
B Bank receipts for information

Bank receipts were noted.

C Bank reconciliation

At the close of Business on 24<sup>th</sup> November 2018, the Parish Council held £25,808.25 in it's combined accounts with Lloyds. Earmarked funding amounts and reserves were identified as £5,033.54. Councillors **Resolved** to note the amounts.

**The Parish Clerk advised the Public Meeting that a comment had been made by a resident alleging that the Clerk and the Parish Council were pre empting Planning Approval decisions and therefore not conforming to Regulations in connection with PA18/09456 and PA18/09919 previously discussed and approved under PA15/06010 and PA17/11440 and now listed as non material amendments and variation.**



**The Parish Clerk pointed out that under the Regulations all Planning Applications were listed on the Agenda for discussion by Councillors and Members of the Public and that the comment on the Agenda reflected Approval by the Planning Officer and an historical Approval by the Council of an existing Application.**

**All relevant documents have been sent to the SLCC for adjudication.**

**176 Planning Matters**

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

Application PA18/09456  
Applicant Mr & Mrs F Oakes  
Proposal Conversion and extension to existing garage to form a dwelling with variation of condition 2 Decision PA15 / 06010 to allow amendment of the approved plans for a larger dormer and additional roof lights on west elevation, additional dormer on east elevation, doors on south elevation first floor and canopy to the entrance door.  
Location Bidwell Cottage Botus Fleming Saltash Cornwall  
Grid reference 240563 / 61317

Cllrs agreed to support the Application and noted the previous Approval by the Council. Proposed Cllr Malcolm, seconded Cllr Edwards (V/Chair). All agreed.

Application PA18 / 09919  
Applicant Mr Paul Sherwood  
Proposal Non material amendment for extending the length of the proposed Utility room by approximately 1.4 metres (application number PA17 / 11440 dated 7<sup>th</sup> February 2018 relates )  
Location Keres House Botus Fleming Saltash Cornwall PL12 6NJ

Cllrs agreed to support the Application and noted the previous Approval by the Council. Proposed Cllr Malcolm, seconded Cllr Edwards (V/Chair). All agreed

Application PA18 / 10005  
Applicant Mr Nigel Cummings  
Proposal Change of use of redundant barns to residential dwelling with detached garage.  
Location Land North East of Rumbullion Farm Hatt Cornwall PL12 6NH  
Grid Ref. 240382 / 62019

Cllrs agreed to support the Application and Cllr Fletcher particularly thanked the Applicant for a model presentation of a Planning Application. Proposed Cllr Malcolm, seconded Cllr Edwards (V/Chair). All agreed

Application PA18 / 10006  
Applicant Mr & Mrs J Moss  
Proposal Construction of Agricultural dwelling with variation of condition 4 of decision PA11 / 02605 dated 10<sup>th</sup> June 2011 to allow occupation of the dwelling by persons not solely or mainly or last working in the locality in agriculture  
Location Rock Park Ellbridge Lane Hatt Saltash PL12 6PU



Cllrs agreed to the objections raised in connection with the Agricultural tie stating section 4 of Policy 26 relating to the original Application applied. Cllr Ellis (Chair) questioned whether the Planning Application should be considered by Landulph Parish Council and not Botus Fleming PC. **Action** the Parish Clerk to seek clarification from the Planning Officer. Councillors noted. All agreed.

B Planning application received after Agenda published – for information only

C Planning applications decided by Cornwall Council - two

Application PA18 / 09919  
Applicant Mr Paul Sherwood  
Proposal Non material amendment for extending the length of the proposed Utility room by approximately 1.4 metres ( application number PA17 / 11440 dated 7<sup>th</sup> February 2018 relates )  
Location Keres House Botus Fleming Saltash Cornwall PL12 6NJ

Cllrs noted the Decision – Approved

Application PA18 / 09008  
Applicant Mr Malcomb ( Mr S Malcolm )  
Proposal Raise existing garage roof to accommodate vehicle hoist  
Location Oakwell Farm House Botus Fleming Saltash Cornwall PL12 6NJ

Cllrs noted the Decision – Approved

D Applications closed – none received

### 177 Neighbourhood Plan Update [www.botusflemingandhattndp.com](http://www.botusflemingandhattndp.com)

Cllr Fletcher updated Councillors reference the meeting with the Development Officer 14<sup>th</sup> November 2018 and also supplied a full NDP Committee report mentioning in particular a bid for a Grant of £8,000. Cllr Fletcher made a request to the Clerk to place the following documents onto the Council website:-

Parish Plan ( version dated May 2018 )

Community Engagement Strategy ( version updating February 2018 document )  
Parish Boundary Map.

Reference was made in the NDP Report under item 2 ‘ unused ‘ grant monies.

Whilst an earlier document prepared by the previous Chairman of Botus Fleming PC clearly identified that donated claimed expenses ( now identified within the calculated EMF sum of £1,418.66 (Item 106B) were to be accumulated funds, the Parish Clerk pointed out that ‘ unused ‘ Grant funds should normally be returned to, in this case, Groundwork UK, unless an Agreement was reached to accumulate and retain funds outside of the Grant period. This information should be provided for purposes of the Annual Audit review of the Parish Council accounts at year end 2019.

All Councillors **Resolved** to note the report and **Actions** required by the Parish Clerk. All agreed.



## 178 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. Cllr Malcolm advised that the Recreation Field hedge ( boundary to resident Farm / dog walkers field) required height reduction and that the Parish Clerk should approach BMS Landscaping to see if the work had already been previously agreed in the contract in the event that the Lease Agreement of the Recreation Field was silent in respect to hedges. 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.

## 179 Councillors Reports

### A Cllr Sally White - maintenance

Monthly maintenance audit noted (report previously published).

Cllr White advised that the new maintenance check template now included the new benches and picnic table and that the signposts had been deleted from the schedule. Councillors **Resolved** to note and agree the alterations to the monthly Audit report.

### B Cllr Malcolm Fletcher – Biodiversity

Cllr Fletcher informed Councillors that there was no update to the previous Biodiversity report, but Cllr Fletcher had attended the Tree Warden training course which included Tree management, the promoting of the planting of trees ( Cherry trees in Botus Fleming ), and advised of the Grants available to the Council. All Councillors agreed that the Tree Warden training was of great benefit to the Council. Councillors **Resolved** to note this report.

### C Cllr Steve Malcolm – Dog Bins

Cllr Malcolm discussed the merits of the Council purchasing at least one 120litre dog bin at £285. This would be a multi purpose bin to be situated at Botus cross roads. Further consideration was given to using the budget for 2019/2020 to acquire other dog bins. Cleansing costs were reported to be £13.50 per week.  
Proposed Cllr Edwards (V/Chair), Seconded Cllr Fletcher. Councillors **Resolved** to agree these actions.

### D Cllr Malcolm Fletcher – Benches in Botus

Cllr Fletcher confirmed that the new Benches had been erected and secured at the following locations, although one small securing problem required rectifying:-

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) 26<sup>th</sup> September 2018.





Cllr Fletcher also suggested that, in the future, residents may wish to donate towards or sponsor a bench in remembrance of a relative. This aspect would be included in a future Newsletter. Councillors **Resolved** to note this report. All agreed.

E Cllr Malcolm Fletcher – New Resident’s Welcome Pack

This matter has been deferred until 2019, although it was suggested that the Newsletter publishing schedule should be revised to a four monthly basis.

Councillors **Resolved** to note.

F Cllr Mervyn Ellis (Chair) – HYSA

Cllr Ellis (Chair) advised of the recent HYSA meeting to consider the rent paid by the Football Team. Consideration was also given to the repositioning of the container for equipment and, longer term, the need for the Council to purchase a container to store Council property such as Commemoration and Big event materials, the latter to include materials which the Council may purchase in order to make year on year savings. Within the HYSA report Cllr Edwards (V/Chair) suggested that the current play ground equipment was tired and that consideration be given to installing up to date attractive equipment which could be funded from EMF reserves.

Councillors **Resolved** to note this report. All agreed.

## 180 Chair’s Agenda Items

A Proposed Budget amount and Precept

Cllr Ellis (Chair) advised Councillors that a breakdown of current and projected expenditure had been provided by the Parish Clerk, and that the detail also included Budgets for project work 2019/2020. Councillors agreed that the information and descriptions of the cost analysis were very detailed and well presented, and that consequently the Precept amount of £14,600 should be maintained for a further year (subject to any increase that Cornwall Council would impose on Band D calculation)

Councillors **Resolved** to note the Budget and the Precept reports and to formally adopt them at the next Public Meeting 12<sup>th</sup> December 2018. All agreed.

## 181 Clerk’s Agenda Items

A Parish Pound

The Clerk reported that only one entry existed on two local Land Charges registers dated 29<sup>th</sup> February 1968 and that details of this charge would be requested. The report contained further options regarding the Parish Council registering ownership, and a note of the costs involved.

Cllr White suggested that the Parish Council obtain a condition report from BMS Landscaping in case the Council register the Pound as an Asset. Councillors also agreed that an approximation of the cost to complete remedial repairs to the Pound should be obtained.

**Action** The Clerk to obtain a condition report. Councillors **Resolved** to note the report and agreed action. All agreed.

## 182 Date of next meeting

The next Public Meeting of the Council will be on Wednesday 12 December 2018 at 7:30pm in St.Mary’s church hall.

**183 Closed session**

A talk was given by a retired Local Government Lawyer regarding the processes involved with Compulsory Purchase Orders.



**184 End of meeting 21:15**