



ANNUAL MEETING OF THE PARISH COUNCIL

Wednesday 22nd May 2019

Present: Councillor Ellis (Chair)

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

Apologies for absence: Cllr Oakes

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

Members of the public: 3

The Annual Meeting of the Parish Council commenced at 7:15pm and closed at 7:30pm and the Public meeting started at 7:30pm and closed at 9:30pm

Residents of the Parish were permitted to speak for a period of 3 minutes. This meeting was advertised as an Annual Meeting of the Parish Council and as in a Public meeting 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.

There were no questions from members of the public present.

Minutes 22nd May 2019

277/2019 Chair's Welcome & Announcements

Cllr Ellis (Chair) welcomed residents to the Annual Meeting of the Parish Council and delivered Health and Safety housekeeping rules.

278 To elect a Chairman

The Clerk took nominations for the position of Chair for 2019/2020.

Cllr Ellis was proposed by Cllr Fletcher and seconded by Cllr Willey.

There being no other nominations Councillors voted Cllr Ellis as Chair for 2019/2020.

All agreed. **Resolved** Cllr Ellis elected as Chair.

279 Declaration of office – Chairman

Cllr Ellis completed the Declaration of Office form.



280 To elect a Vice Chairman

The Clerk took nominations for the position of Vice Chair for 2019/2020. Cllr Edwards was proposed by Cllr Ellis (Chair) and seconded by Cllr Fletcher. There being no other nominations Councillors voted Cllr Edwards as Vice Chair for 2019/2020.

All agreed. **Resolved** Cllr Edwards elected as Vice Chair.

281 Declaration of office – Vice Chairman

Cllr Edwards completed the Declaration of Office form.

282 Apologies for absence

Cllr Oakes, Councillors noted.

283 Declarations of Interest

None declared. Councillors **Resolved** that no Councillors were liable for Dispensations.

All noted and agreed.

284 Minutes of the Annual Meeting of the Parish Council 22nd May 2019

The Minutes were a true record of the Meeting. Proposed Cllr Robinson, seconded Cllr Ellis (Chair).

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

285 Matters arising from the Minutes for report purposes only.

No matters arising.

286 Correspondence

No correspondence received.

287 A Report from Cornwall Councillor Jesse Foot

Cllr Foot reported that at Cornwall full Council the new Leader and Deputy Leader of the Council had been elected which resulted in the Liberal Democrats and Independents continuing to work in coalition. Topics under review were that Building Regulations should continue to be a service retained in house, and that there should be a fairer funding scheme for schools in Cornwall. A moratorium was to be put in place against Developers using bird netting. The A38 safety project included safety measures that would be completed by Cornwall Council despite the responsibility being that of Highways England. Cllr Foot elaborated on the boundary changes and that in 2021 the number of Cornwall Councillors would reduce from 121 to 87. A Resident's Satisfaction Survey was currently being carried out by Cornwall Council and the previous survey had raised satisfaction levels from 41% to 53%. With the reduction in the number of Cornwall Councillors planned, Cllr Foot pointed out that



there would need to be a strong relationship between local Councillors and residents working in co-operation with one another and providing support for each other.

288 Resolutions

The Parish Clerk listed the Agenda items as intentions that should formally be recognised for completion at the Annual Meeting of the Parish Council and having been addressed during 2018/2019.

Cllr Ellis (Chair) signed, as a correct record, the Annual Governance & Accountability Return (AGAR) Statement (Section 1) and the Accounting Statements (Section 2).

The AGAR Audit returns had previously been circulated to Councillors.

Councillors agreed that the sum for Grants be maintained at £250 and that Donations be raised to £350 as per the budget set at Precept.

The Clerk advised that due to a number of Councillor resignations not serving the full term when they were appointed in 2017, the Parish Council could not meet the 2/3rds criteria of Councillors for the General Power of Competence. This was noted in connection with any Section 137 in the future.

Councillors **Resolved** to note all Resolutions and amendments. All agreed.

289 Finance

A Accounts for Payment

Cllr Ellis (Chair) proposed, Cllr Fletcher seconded approval of the Accounts for payment. Councillors **Resolved** to note. All agreed.

B Direct bank Payments & Receipts for information

Bank Receipts were reported as £7,381.77. Councillors **Resolved** to note.

C Bank reconciliation and Earmarked Funds (EMF)

The General Account balance was reported as £18,861.38 and the Earmarked Funds as £4,585.24. Councillors **Resolved** to note.

D Monthly budget monitoring balances report

Councillors **Resolved** to note the report.

290 Planning

New Planning Applications – None received.

Planning Application Decisions – None Approved.

Planning 5 day protocol decision requested by the Cornwall Planning Officer on the following Planning Applications :-



Application PA19 / 01245
Proposal The extension and upgrading of the existing chalet accommodation by extending upwards by 1 storey to form 18 additional units including associated access and parking and improved landscape works.
Location The Cardinals Hatt Saltash Cornwall
Applicant Mr Venables
Grid Ref 239812 / 61622

Botus Fleming Parish Council vote 22nd May 2019

Agree with the Planning Officer view 3
Disagree with the Planning Officer view 3
Abstentions 1
Register of Interests 1

Application PA19 / 01247
Proposal Outline planning permission with some matters reserved for the construction of a hotel comprising 56 hotel rooms and leisure facilities including associated parking with appearance and landscaping reserved.
Location The Cardinals Hatt Saltash Cornwall
Applicant Mr Venables
Grid Ref 239812 / 61622

Botus Fleming Parish Council vote 22nd May 2019

Agree with the Planning Officer view 2
Disagree with the Planning Officer view 3
Abstentions 2
Register of Interests 1

291 Neighbourhood Development Plan (NDP) www.botusflemingandhattndp.com

Cllr Fletcher advised Councillors that a meeting had been held on the 13th May 2019 and 15 attended and recognised as the Steering Group. Cllr Edwards had been elected as Chair in order to progress the NDP, and the next Steering Group meeting was scheduled for the 3rd June 2019. Cllr Fletcher advised councillors that he had discussed the Strategic Environmental Assessment (SEA) exercise with the Regional Development Officer for the NDP, and that the SEA would have to be completed. Cllr Edwards (Vice Chair) confirmed that the Parish Plan could not be published in the current format whilst the Recreation Field Lease was still under negotiation. The Planning Consultant agreed that the Parish Plan would have to be written along with a revamp of the Introduction of the Executive Summary.

Action NDP Steering Group.
Councillors **Resolved** to note this report. All agreed.



292 Recreation Field

Cllr. Edwards (V/Chair) advised Councillors that there was still an issue in contacting the Tenant. Cllrs Edwards (Vice Chair) and Willey were arranging a meeting with the Landowner to firm up on a proposal to be put to the Tenant on behalf of Mr Shovell and the Parish Council. The expectation was that the proposal could then be sent to Cornwall Council Legal services in order for them to handle the Lease renewal negotiations under the existing Service Level Agreement. There existed a strong possibility that the current Lease could be extended for a further year during the negotiation period.

Cllr Fletcher pointed out that a site visit had been promised in respect to the proposed ' new meadow ', and that disabled access would need to be addressed. Cllr Edwards (Vice Chair) confirmed that this aspect would be discussed at the next meeting with the Landowner.

Cllr Smith questioned whether the existing meadow could still be used as currently, and Cllr Ellis (Chair) confirmed that access issues remained unaltered.

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

293 Councillors Reports

A Cllr Sally White - Maintenance

Monthly maintenance audit noted (report previously published)

Cllr White advised Councillors that the Parish Pound weed killing had been completed by BMS Landscaping, who would also provide a quotation to repair the pointing on the roof of the pound.

Action Clerk to receive a repair quotation from Nick Brown (BMS Landscaping)

Councillors **Resolved** to note the monthly Audit report. All agreed.

B Cllr Dave Edwards (V/Chair) – Big Event preparations

Cllr Edwards (V/Chair) advised Councillors that the necessary Events Notice and Risk Assessment had been completed. Cllr Willey had kindly purchased a marquee at £500 and this would become a Parish Council asset. Cllr Willey to be reimbursed the marquee cost from ring fenced Big Event funds.

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

C Cllr Dave Willey – Container Unit

Cllr Willey had sourced a suitable (internally weather treated) Container Unit from Tamar Valley Transport Co Ltd. The cost of the Container Unit was £2,436 (inclusive of Vat), and this would be funded in equal measure from the Community Action Team budget and the Sports & Recreation ring fenced budget. The Container unit would be in position in the St. Mary's church hall car park in June, and Parish Council assets would be stored in the unit.

Cllr Ellis (Chair) proposed, Cllr Fletcher seconded that the cost of the purchase of the unit, as explained above be progressed.

Councillors **Resolved** to make this purchase. All agreed.



D Cllr Malcolm Fletcher – Bio diversity

Cllr Fletcher advised Councillors that a resident had highlighted the growth of Japanese knotweed at the Recreation Ground, and that Cornwall Council would be advised. Cornwall Council keep a record of the knotweed which is also prevalent in other areas of the Parish.

Cllr Fletcher advised Councillors that the London Plain tree (TPO) located at the notice board in Botus Fleming appeared to need treatment against disease. The Tree Officer would be advised of this matter

Cllr Smith produced a petition which was handed to the Chairman to action. The petition requested that the grass on Hatt roundabout be cut as the area constituted a hazard to Parishioners crossing the A388. The petition requested that Parishioners cut the grass themselves though the service should be safely and professionally carried out by Cormac as part of the Community Council charge. Cllr Fletcher reiterated the Cormac grass cutting schedule for the grass verges and roundabout during 2019, but promised to inform Cormac again.

Action Cllr Fletcher to contact Cormac to address the grass cutting issue.
Councillors **Resolved** to note this report. All agreed

E Cllr Malcolm Fletcher – Plastic free Parish

Cllr Fletcher provided Councillors with a discussion document intended to address potential sources of Plastic to be addressed in the Parish, namely:-

- Households
- Church Hall
- Agriculture
- Business premises
- Community annual 'Big Event'

Under the Climate change proposal mentioned at the last Community Network Panel (CNP) meeting, Parishes were being encouraged to restrict the use of plastic.

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

F Cllr Dave Edwards (Vice Chair) – Community Network Panel (CNP)

Cllr Edwards (Vice Chair) advised Councillors regarding the Waste & Recycling Contract with BIFFA which would end in April 2020 as Cornwall Council had entered into a new contract with Suez Recycling & Recovery UK with the contract running until 2036. The kerbside collection service would alter in the future with the introduction of a wheelie bin service.

Cormac are commencing with an A38 safe passageway project starting from the Carkeel roundabout Saltash site.

A handrail had now been installed at Vollards Lane Hatt. The 20mph design intended for traffic calming along Vollards Lane was now underway. The cost of the project being approx.£25,000.



G Cllr Dave Edwards (Vice Chair) – Climate change emergency

Cllr Edwards (Vice Chair) advised Councillors that the Climate change emergency issue had been introduced at the last CNP meeting, which encouraged Town and Parish Councils to declare a climate change emergency and to seek Forums for interest and Community involvement. The climate change aspect had been included in the recent Newsletter as part of Community engagement and it was hoped that this would generate further interest. It was considered that Botus Fleming Parish Council participate in the project.

Cllr Edwards (Vice Chair) proposed, Cllr Fletcher seconded.

Councillors **Resolved** to support a Forum for climate change. All agreed.

294 Matters for information purposes only

No further matters were discussed.

295 Date of next meeting

The next Meeting of the Council will be the Public Meeting on Wednesday 26th June 2019 at 7:30pm in St.Mary's church hall.

296 End of meeting 21:30