

Botus Fleming Parish Council

www.botusfleming.org.uk



Notice of the Public Meeting of the Parish Council

Members of the Public and the Press are invited to attend all Council meetings

(Public Bodies (Admission to Meetings) Act 1960)

Date: Wednesday 24th July 2019

Time: 7.30pm

Location: St Mary's Church Hall, Botus Fleming

To : Chairman & Parish Councillors

Chairman M Ellis

D Edwards (Vice Chair), M Fletcher, J Oakes, J Robinson, A Smith, S White, and D Willey.

You are hereby summoned to attend the above meeting to consider the items of business. This is the Annual Meeting of the Parish Council.

Councillors will be discussing all the items as listed overleaf on the Agenda.

Christopher Cook
Clerk to the Council
24th July 2019

Under the Openness of Local Government bodies Regulations 2014, any members of the public are allowed to take photographs, film and audio record proceedings and report on all public meetings (including on social media). No prior notification is needed but it would be helpful to let the Clerk know of any plans to film or record so that any necessary arrangements can be made to provide reasonable facilities to report on meetings. This permission does not extend to private meetings or parts of meetings which are not open to the public.

Should you wish to record the meeting, you are asked to act in a reasonable manner and not to disrupt the conduct of meetings by, for example, using intrusive lighting, flash photography, or in asking people to repeat statements for the benefit of the recording. Oral commentary may not be made during the meeting. The Chairman has the power to control public recording, and recording must be clearly visible to anyone at the meeting.

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. Members of the public will be permitted to speak for a period of 3 minutes. Please note that members of the public exercising their right to speak during Public Questions Time may be recorded.

The Parish Council recommend that any questions for Members should be submitted in writing to the Parish Clerk 24 hours before the Meeting and that responses may be put in writing at a later date.

Parish Clerk & RFO
24 Rashleigh Avenue - Saltash - Cornwall - PL12 4NS
Tel. 07523 005414
clerk@botusfleming.org.uk

7.30pm – Item 314 below

Questions and comments from members of the public (limited to 15 minutes in total)

This provides an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chairman) to participate before the start of the meeting by asking questions, raising concerns or making comments on matters affecting Botus Fleming and Hatt. No decision can be taken during this session*, but the Chairman may decide to refer matters raised for further consideration.

* Councils cannot lawfully decide items of business that are not specified in the Summons/Agenda (LGA1972 Sch.12, paras 10(2)(b) and Longfield Parish Council v Wright (1918))

Agenda | 24 July 2019

313/2019 Chair's Welcome & Announcements

Health and Safety housekeeping announcement,
Recording of Meetings – Please notify the Chair if you are intending to record this meeting.

314 Public participation

315 To receive Apologies for Absence and approve the reasons given. (LGA 1972 s85(1))

316 Declarations of interest

Parish Councillors will be asked to make any declarations of interest in respect of items on this Agenda. Items A to C accord with the requirements of the Parish Council's Code of Conduct and Item D accords with the Localism Act 2011 s33(b-e). This does not preclude any later declarations.

A. Pecuniary/Registerable Declarations of Interests – Members must declare an interest, which has been declared on their Register of Financial Interests Form, relevant to this 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 must declare any gift or hospitality with a value in excess of £50.

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

317 To approve and sign as a correct record the Minutes of the Public Meeting of the Parish Council held on Wednesday 26th June 2019. (LGA 1972 sch.12.para 41(1))

318 Matters arising from the Minutes for report purposes only.

319 Correspondence – item dated 31/05/2019 and received.

Merv

Congratulations on your re-election. I wish you a successful year ahead.

I see that the draft minutes contain the statement,

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.

Firstly, I see that the version of the Plan on the PC website is the draft that was presented to the PC for discussion. It was then amended and a separate Executive Summary added. I attach the relevant files and request that you circulate them to the councillors so that they can be properly informed. Secondly, I would like to point out that the Plan does not cover the development of the recreation field, it simply mentions it as a possibility for the future. The impasse over the field should not delay implementation.

Thirdly, the Planning Consultant's remit was to support the work of the NDP. He has no experience in Parish Plans and, to the best of my knowledge, did not express a professional opinion on the matter.

Given that the PP is a stand-alone document, and the NDP is an annex of the PP and can be added later (much later if the current rate of negotiation with Dick Shovell continue at the present rate) , I would like you to consider adopting and implementing the PP ASAP. Hopefully, when you next address the electors at a properly constituted Annual Parish Meeting in 2020 you will be able to claim some successes in its implementation.

Also, one matter of fact. The Clerk has referred to the approved minutes as those relating to the active meeting.

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).

Simple mistake, anyone could have made it, really.

Best wishes

Trevor

320 A Report from Cornwall Councillor Jesse Foot

321 Finance

A Accounts for Payment.

Members are asked to note the following items of expenditure for the month of July 2019.

Payments Schedule	24 July 2019			Period 4
Date	Payee	Description	Chq.No.	£
24/07/2019	Christopher Cook	Salary	123	228.80
24/07/2019	HMRC	PAYE	124	57.20
24/07/2019	Christopher Cook	Travel Expenses (SLCC)	125	76.50
24/07/2019	Sally White	Administration costs	126	24.65
24/07/2019	BMS Landscaping	Grounds maintenance (July)	BACS33	363.00
24/07/2019	Brandon - portable toilets	Big Event (EMF) A/c2	3	234.00
24/07/2019	Bouncing Crazy - castle	Big Event (EMF) A/c2	4	210.00
24/07/2019	Brandon - generator	Big Event (EMF) A/c2	5	54.00
24/07/2019	St. John Ambulance	Big Event (EMF) A/c2	6	259.20
24/07/2019	Hine Marquee - Stage & Marq.	Big Event (EMF) A/c2	7	562.50
24/04/2019	Sarah Edwards - expenses	Big Event (EMF) A/c2	8	1,829.93
All Cheque & BACs payments today				£ 3,899.78

B Direct bank Payments & Receipts for information

All bank receipts for this period £512.70. Total receipts 2019/2020 are £12,310.57

Date 24th July 2019 Botus Fleming PC Current Year 2019/2020 Period 4

Bank Receipts statement as at 26/06/2019
for cashbook 1 - Current & Business Reserve A/C

Bank Statement Account Name(s)	Statement Date	Amount	Balances
Current Account - Lloyds A/c1	26/06/2019		7,894.47
Business Reserve Account - Lloyds A/c2	26/06/2019		4,416.10
A/c2 = Earmarked Funds *			
Total			12,310.57
Available General Funds			7,894.47
General Funds as per Bank Statement			14,418.37
26/06/2019 Earmarked Funds receipts *			
Big Event / Events			4,416.10
Sports & Recreation			0.00
Neighbourhood Development Plan (NDP)			0.00
			4,416.10
1st Precept payment due 7/4/19 £7,381.77			
2nd Precept payment due 7/9/19 £7,381.77			

04/04/2019 Receipt	Cornwall Council	Precept April 2019	7,300.00
04/04/2019 Receipt	Cornwall Council	CTS Grant April 2019	81.77
10/06/2019 Receipt	Cornwall Council	Community Grant	512.70
			7,894.47

C Bank reconciliation and Earmarked Funds (EMF) balances at 24th July 2019

Date 24th July 2019 Botus Fleming PC Current Year 2019/2020 Period 4

Bank Reconciliation statement as at 26/06/2019
for cashbook 1 - Current & Business Reserve A/C

Bank Statement Account Name(s)	Statement Date	Amount	Balances
Current Account - Lloyds A/c1	26/06/2019		14,418.37
Business Reserve Account - Lloyds A/c2	26/06/2019		7,195.35
A/c2 = Earmarked Funds *			21,613.72
Unpresented Cheques (Minus)		0.00	21,613.72

Receipts not banked/Cleared (Plus)

0.00

0.00

21,613.72

Balance per Cash Book is :-

21,613.72

Difference is :-

0.00

Available General Funds

14,418.37

26/06/2019 Earmarked Funds *

Big Event / Events

4,995.15

Sports & Recreation

781.54

Neighbourhood Development Plan (NDP)

1,418.66

7,195.35

D Monthly budget monitoring balances at 24th July 2019

BOTUS FLEMING PARISH COUNCIL

Summary Expenditure Account
Year ended 31st March 2020
Monthly Budget monitoring

YEAR END 2019 2020

Period 4 - July

Current Account - 38772468 Lloyds	Expenditure 2018 2019	Budget 2019 2020 *	Expenditure as at 24/7/19	Budget available
Expenditure :				
Clerk's Salary #	4,740	4,000	908	3,092
			908	
General & Administration :				
Postage & Admin.	451	400	195	205
HMRC #	0	0	228	0
Legal & Website	579	650	160	490
Elections & Adverts	395	0	0	0
Training & Expenses & Subscriptions	923	1,200	807	393
			1,390	
Contracts :				
Grasscutting	3,315	4,250	1,710	2,540
Insurance	692	1,000	961	39
Rent	2,160	2,150	0	2,150
Maintenance & equipment	673	200	200	0
			2,871	
Other Payments :				
Grants & Donations	725	650	325	325
Projects & Newsletter	3,028	300	279	21
Big Event*	1,657	1,400	0	1,400
Neighbourhood Dev. Plan (rounded)*	2,530	250	0	250
Budget*		3,100	2,490	610
Vat recoverable amount (rounded)	1,796	0	0	0
			3,094	
* includes Projects & (CAT) at £4,750				

Sports & Rec (EMF) debit £1,218				
Total Payments	23,664	19,550	8,263	11,515
Vat to date 2019 2020			1,051	

RFO 24th July 2019

322 Planning

New Planning Applications – One received

Application links <http://planning.cornwall.gov.uk/online-applications>

Application PA19 / 05565
 Proposal Proposed residential development of 12 dwellings including mix of affordable rent, shared ownership and private ownership.
 (Resubmission of Application No. PA18 / 06188)
 Location Heckberry Barn Vollarads Lane Hatt Saltash
 Applicant Mr & Mrs R Andrews
 Grid Ref 239381 / 62032

Planning Application Decisions – One approved

Application PA19 / 04684
 Proposal Non Material Amendment to application No PA18/11050 to enlarge west facing sliding doors to living room.
 Location Orchard House Hatt Saltash Cornwall PL12 6PP
 Applicant Mr & Mrs Davey

323 Neighbourhood Development Plan www.botusflemingandhattndp.com

324 Recreation Field

325 Councillors' Reports

- A Asset Audit - Cllr Sally White
- B Big Event - Cllr Dave Edwards

Big Event reconciliation Account 2019

Big Event reconciliation account		2019	
Opening balance 1/4/2019		1,354.54	
Receipts :			
Community Chest Grant	512.70		
Cash sales - misc. attractions	1,269.60		
Cheque receipts - donations	673.00		
BACs bank receipt - traders	48.00		
Bar sales - cash	1,441.00		
Comestible sales - cash	453.80	4,398.10	
Total receipts balance		5,752.64	
Expenditure :			
Equipment	1,843.78		
Services & Entertainment	639.20		
Personal equipment	114.53		
Misc.equipment	139.28		
Drinks	1,121.05		
Comestibles	49.28		3,907.12
Total payments balance			3,907.12
Excess receipts over payments			490.98
Closing balance			1,845.52

RFO - 24th July 2019

- C Saltash Area Road Safety - Cllr John Robinson
- D Bio diversity - Cllr Malcolm Fletcher
- E Calor funding project - Cllr Dave Edwards
- F Plastic free Parish - Cllr Malcolm Fletcher
- G Climate change emergency - Cllr Dave Edwards

326 Matters for information purposes only

Chair's item - Public right of way, Vollards Lane, Hatt.

Clerk's Item - Code of Conduct Training by Cornwall Council – 3rd October 2019 Liskeard Town Hall

327 Date of next meeting.

The next Meeting of the Council will be the Public Meeting on Wednesday 28th August 2019 at 7.30pm in St Mary's church hall.

328 End of meeting