



PUBLIC MEETING OF THE PARISH COUNCIL

Wednesday 23rd October 2019

Present: Councillor Edwards (V/Chair)

Councillors Fletcher, Oakes, Robinson, Smith, White & Willey

Apologies for absence: Cornwall Councillor Jesse Foot, Cllr Ellis (Chair) detained

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

Members of the public: 7

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 23rd October 2019

The Clerk advised Councillors and Residents that Cllr Ellis (Chairman) had been unavoidably detained and that Cllr Edwards (Vice Chair) would assume as Acting Chair for the Public Meeting.

Councillors noted and agreed.

362/2019 Chair's Welcome & Announcements

Cllr Edwards (Acting Chair) welcomed residents to the Public Meeting of the Parish Council and delivered Health and Safety housekeeping rules. No members of the public intended recording the Public Meeting.

363 Public participation

No Public participation.

364 To receive Apologies for Absence and approve the reasons given

Cornwall Councillor Jesse Foot. (A report was sent to the Parish Clerk).

365 Declarations of Interest

None declared.



Councillors **Resolved** that no Councillors were liable for Dispensations. All noted and agreed.

366 Minutes of the Public Meeting 25th September 2019

The Minutes were a true record of the Meeting. Proposed Cllr Oakes seconded Cllr Willey.

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

367 Matters arising from the Minutes for report purposes only.

A de minimus amendment to Item 346, Mr D Mingo to read Mr R Mingo was noted by the Clerk.

368 Correspondence

Councillor Edwards (Acting Chair) stated that correspondence dated 16th October 2019 had been received from a resident making reference to the draft 2018 Parish Plan and requesting inclusion of this issue under the Agenda 23rd October 2019.

The Parish Plan had been addressed by Councillors at the Public Meeting 25th September 2019 under Item 356 and would figure as an Item on future Agendas.

Cllr Fletcher pointed out that the resident had included the Parish Plan amongst a number of other concerns covering the period November 2018 to October 2019.

Cllr Edwards (Acting Chair) stated that the Parish Council would send a response to the resident by the 24th October 2019, addressing all the concerns raised.

All correspondence on this matter could be viewed under 'Reports' on the Parish Council website at www.botusfleming.org.uk

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

369 A Report from Cornwall Councillor Jesse Foot

Cornwall Cllr. Foot advised Councillors by report to the Parish Clerk that following the Orchard Meadow Planning Application PA19/01685 heard at Bodmin on 14th October 2019, and a site meeting with the Cornwall Planning Committee was arranged for 25th October 2019.

Cllr Edwards (Acting Chair) stated that he would be attending the site meeting as the Parish Council representative and that Residents would also be attending to discuss Planning issues.

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

370 Finance



A Accounts for Payment

Cllr Fletcher proposed, Cllr White 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. Total receipts 2019/2020 £17,569.92

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

C Bank reconciliation and Earmarked Funds (EMF)

The General Account balance was reported as £19,675.72 and the Earmarked Funds as £5,945.72.

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

D Monthly budget monitoring balances report

Councillors **Resolved** to note the report.

E Annual Budget & Precept

The Clerk advised that as an internal financial matter, the Parish Council would create a budget under Earmarked Funds in respect to BOTHER (**B**otusfleming and **H**att **E**nvironmental **R**esponse) and related financial expenditure in respect to Climate change with effect from 2020.

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

The Clerk advised that, as part of the Budget process, the Parish Council's Asset values (sums insured) would be increased in line with the Retail Price Index (R.P.I.) currently 2.6%.

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

Cllr Edwards (Acting Chair) explained the Budget process.

Councillors considered the Parish Council budget for 2020/2021 and estimated expenditure and concluded that total expenditure was likely to be similar to that of 2018/2019. Reserves would remain at approximately 50% of the current Precept amount, and this was considered to be a prudent move.

A Budget of **£22,300** was proposed by Cllr Edwards (Acting Chair) and seconded by Cllr Robinson.

Councillors **Resolved** to note this **Action** and the proposed Budget for 2020/2021. All agreed.

Councillors considered the Parish Council Precept amount, conscious that the amount had not been increased since 2017 (£14,600), and mindful that the Council



would have to provide for additional expenditure during for 2020/2021 in respect to Legal costs attaching to the renewal of the Recreation Field Lease, and the purchase of suitable Playground equipment at the same location. Some Earmarked funding had already been provided for the purchase of Playground equipment (see Item 370 C).

A Precept amount of **£16,000** was proposed by Cllr Smith and seconded by Cllr Oakes.

Councillors **Resolved** to note this **Action** and the proposed Precept amount for 2020/2021. All agreed.

Councillor Ellis (Chair) entered the room and resumed in his role as Chairman from Cllr Edwards (Vice Chair).

371 Planning

New Planning Applications – None received

Planning Application Decisions – None Approved.

Councillors **Resolved** to note.

Planning Application Hearing 14th October 2019 – For Information

Application Number : PA19 / 01685
Proposal : Outline application for the construction of 4 detached dwellings with all matters reserved except access and layout.
Location : Land at Orchard Meadow Hatt PL12 6PL
Applicant : Messers C and G Wood and Speed Project Management SW Ltd.

Cllr Edwards (Vice Chair) confirmed that he had attended the Planning Application hearing 14th October 2019 as the Parish Council's representative, and that he would also be attending the site meeting planned for the 25th October 2019. See Item 369.

Councillors **Resolved** to note.

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

Cllr Fletcher informed Councillors that he would attend the next Localism summit in Wadebridge 6th November 2019. Although the summit did not directly address NDP issues, the summit did include Climate change aspects and other issues that could affect the (NDP) plan in the future.

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



373 Parish Plan

Councillors considered that the Parish Plan, although a living document requiring updating in the future, had been addressed at the Public Meeting 25th September 2019 and again under Item 363 above. The subject of the Parish Plan would also be mentioned in the Parish Council's response to the resident who raised the matter.

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

374 Recreation Field

Cllr Edwards (Vice Chair) advised that the landowner Mr D Shovell was willing to meet both he and Cllr Willey before Christmas in order to discuss the Lease renewal.

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

375 Governance

Cllr Ellis (Chairman) advised Councillors that via the Cornwall Association of Local Councils (CALC) they had received information from the National Association of Local Councils (NALC) over two processes which the Parish Council should note.

1. NALC recommends that the Council avoids using Saturdays as a clear day for the Notice of Meeting period.

The Clerk advised that with immediate effect Agendas would be posted on the Wednesday preceding the following Wednesday monthly Public Meeting, or other such pertinent Parish meetings. This would also ensure that interruption from Bank Holidays etc would not interfere with the Notice period.

2. The Parish Council were to be aware of the need for Councils to ensure that the Public were made aware of new Planning Applications on the Agenda and that Plans were returned within 21 days. (NALC) understood the conflict with timing issues here, and especially so with Parish Councils.

Cllr Edwards (Vice Chair) suggested that the Parish Council should consider sending a letter to (NALC) disagreeing with the Planning guidance, as many Councils would be effected by the change.

The Clerk would ensure that in future, as a lawful practice, there would appear an Agenda Item under Planning ' to consider any Application received after the publication of the Agenda'. The normal practice in seeking to extend the Council's response time with the Planning Department would continue and additional or extraordinary meetings could be called if necessary.

Clerk to **Action** both matters.

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



376 Councillors Reports

A Cllr Sally White - Maintenance

Monthly maintenance audit noted (report previously published)

Cllr White advised Councillors that the cork backing to the Hatt noticeboard required some attention. Cllr Willey agreed to effect the minor repair.

Cllr Fletcher reported that a resident of the Parish had posted on Facebook that a seat on the picnic bench was loose and in danger of falling off. Cllr White offered to inspect the bench.

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

B Cllr Malcolm Fletcher – Bio diversity

Cllr Fletcher advised Councillors that as part of the tree planting initiative in the Parish a tree planting plan would be submitted to Cormac who would then recommend a suitable selection of trees that could be planted near to the Highway.

Cllr Edwards (Vice Chair) agreed to assist Cllr Fletcher with the Plan and grid referencing information for Cormac.

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

C Cllr Dave Edwards (V/Chair) – Big Event <https://www.veday75.org>

Cllr Edwards (V/Chair) passed the update to Mrs S Edwards Chair of the Big Event. She advised that all Plans were on schedule in respect to the VE day event. No further Event Group meetings were planned at present

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

D Cllr Malcolm Fletcher – Climate Emergency (BOTHER)

The **BOTHER** (**B**otusfleming and **H**att **E**nvironmental **R**esponse) group Meeting notes dated 8th October 2019 were circulated to Councillors for information prior to the Public Meeting.

Cllr Fletcher advised Councillors that a BOTHER Mission Statement had been produced in order to support its request for the formation of a budget and use of the Parish Council's Earmarked funding.

The following Motion was presented '*That BFPC provide a facility to enable Botus Fleming and Hatt Emergency Response (BOTHER) Group to deposit, and release on request by them, any such funds that they might raise independently*'

The Motion Proposed by Cllr Fletcher, seconded Cllr Edwards (V/Chair).



Councillors **Resolved** to support the Motion and note the decision. All agreed.

E Saltash Area Road Safety (SARS) Committee

Cllr Robinson advised Councillors that the Council's budget meeting fell on the same evening as the SARS meeting, though there were no significant SARS updates to report to this Meeting.

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

377 Matters for information purposes only

None.

378 Date of next meeting

The next Meeting of the Council will be the Public Meeting on Wednesday 27th November 2019 at 7:30pm in St.Mary's church hall.

379 End of meeting 20:30