

Botus Fleming Parish Council

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Notice of the Sub Committee 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: Monday 9th December 2019

Time: 5.30pm

Location: St Mary's Church Hall, Botus Fleming

To : Chairman & Sub Committee Councillors

Chairman (Sub Committee) D Willey
J Oakes, A Smith

For information to the Chairman & all other Parish Councillors

Chairman D Edwards
M Ellis, M Fletcher, J Robinson, and S White.

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

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

Christopher Cook
Clerk to the Council
1st December 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

5.30pm – Item 8 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))

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7/2019 Chair's Welcome & Announcements

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

8 Public participation

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

10 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.

11 To approve and sign as a correct record the Minutes of the previous Sub Committee Meeting of the Parish Council. None are Applicable for this Meeting. (LGA 1972 sch.12.para 41(1))

12 Matters arising from the Minutes for report purposes only

13 Correspondence

14 Review of Vexatious Complaints Policy

15 Public Bodies (Admission to Meetings) Act 1960

To **resolve** that pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 the public and press leave the meeting because of the confidential nature of the business to be transacted.

16 To consider a Complainant's Case

17 Public Bodies (Admission to Meetings) Act 1960

To **resolve** that the public and press be re-admitted to the meeting.

18 Matters for information purposes only

19 Date of next meeting.

The Date of the next meeting – to be confirmed

20 End of meeting