

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 11th December 2019

Time: 7.30pm

Location: St Mary's Church Hall, Botus Fleming

To : Chairman & Parish Councillors

Chairman D Edwards

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

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
2nd 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

7.30pm – Item 401 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 | 11 December 2019

400/2019 Chair's Welcome & Announcements

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

401 Public participation

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

403 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.

404 To approve and sign as a correct record the Minutes of the Public Meeting of the Parish Council held on Wednesday 27th November 2019. (LGA 1972 sch.12,para 41(1))

405 Matters arising from the Minutes for report purposes only.

406 Correspondence

Dear Christopher,

Thank you to the Committee for their questions and interest shown in considering our section 137 application.

As discussed at the meeting I shall put together the information as requested and send this to you ahead of the next meeting.

Tim Bell, Chair of the committee shall attend the next Parish Council meeting on Wednesday 11th December. I appreciate that the Cllrs requested that the Treasurer also attend the meeting

Sports & Recreation	500.00
Sports & Recreation	-500.00
Neighbourhood Development Plan (NDP)	0.00
	6,498.10

1st Precept payment due 7/4/19
£7,381.77
2nd Precept payment due 7/9/19
£7,381.77

04/04/2019 Receipt A/c1	Cornwall Council	Precept April 2019	7,300.00
04/04/2019 Receipt A/c1	Cornwall Council	CTS Grant April 2019	81.77
10/06/2019 Receipt A/c2 - transfer	Cornwall Council	Community Grant	512.70
17/07/2019 Receipt A/c1	HMRC	Vat recovery claim	1,793.68
26/08/2019 Receipt A/c2	Community	Event	500.00
07/09/2019 Receipt A/c1	Cornwall Council	Precept Sept 2019	7,300.00
07/09/2019 Receipt A/c1	Cornwall Council	CTS Grant Sept 2019	81.77
21/10/2019 Receipt A/c2	Community	Event	Donation refund -500.00
25/10/2019 Receipt A/c2	Big Event	Receipt	190.00
19/11/2019 Receipt A/c2	Big Event	Receipt	110.00
28/11/2019 Receipt A/c2	Christmas Fayre	Receipt	400.00
			17,769.92

C Bank reconciliation and Earmarked Funds (EMF) balances at 11th December 2019

Date 11th December 2019 Botus Fleming PC Current Year 2019/2020 Period 9

Bank Reconciliation statement as at 27/11/2019
for cashbook 1 - Current & Business Reserve A/C

Bank Statement Account Name(s)	Statement Date	Amount	Balances
Current Account - Lloyds A/c1	27/11/2019		18,118.93
Business Reserve Account - Lloyds A/c2	27/11/2019		6,145.72
A/c2 = Earmarked Funds *			24,264.65

Unpresented Cheques (Minus)	0.00	24,264.65
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Receipts not banked/Cleared (Plus)	0.00	0.00
		24,264.65

Balance per Cash Book is :-	24,264.65
Difference is :-	0.00
Available General Funds	18,118.93

27/11/2019 Earmarked Funds *	
Big Event / Christmas Fayre	3,945.52
Sports & Recreation	781.54
Neighbourhood Development Plan (NDP)	1,418.66
	6,145.72

D Monthly budget monitoring balances at 11th December 2019

BOTUS FLEMING PARISH COUNCIL

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

YEAR END 2019 2020
Period 9 - December

Current Account - 38772468 Lloyds	Expenditure 2018 2019	Budget 2019 2020 *	Expenditure as at 11/12/19	Budget available
Expenditure :				
Clerk's Salary	4,740	4,000	2,279	1,721
HMRC	0	0	570	0
			2,849	
General & Administration :				
Postage & Admin.	451	400	325	75
Legal & Website	579	650	230	420
Elections & Adverts	395	0	0	0
Training & Expenses & Subscriptions	923	1,200	1,059	141
			1,614	
Contracts :				
Grasscutting	3,315	4,250	2,528	1,722
Insurance	692	1,000	837	163
Rent	2,160	2,150	1,085	1,065
Maintenance & equipment	673	200	253	-53
			4,703	
Other Payments :				
Grants & Donations	725	650	325	325
Projects & Newsletter	3,028	300	339	-39
Big Event*	1,657	1,400	0	1,400
Neighbourhood Dev. Plan (rounded)*	2,530	250	0	250
Budget*		3,100	2,246	854
Vat recoverable amount (rounded)	1,796	0	0	0
			2,910	
* includes Projects & (CAT) at £4,750 Sports & Rec (EMF) debit £1,218				
Total Payments	23,664	19,550	12,076	8,044
Vat amount to date 2019 2020			1,369	

RFO 11th December 2019

409 Planning

New Planning Applications – None received

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

Planning Application Decisions – None approved

Planning Application – For Information

Planning Application received after the Agenda issue – To be advised

- 410 Neighbourhood Development Plan** www.botusflemingandhattndp.com
- 411 Parish Plan** - Items 410 & 411 are deferred until early 2020
- 412 Recreation Field** - Cllr Dave Edwards (Chairman)
- 413 Councillors' Reports**
- A Asset Audit - Cllr Sally White
- B Bio diversity - Cllr Malcolm Fletcher
- C Big Event - Cllr Dave Edwards (Chairman)
- D Climate change emergency - Cllr Malcolm Fletcher
- E Road Safety Forum - Cllr John Robinson
- F Cornwall Gateway Network Panel (CNP) – Cllr Dave Edwards (Chairman)
- G Landulph Under 5s Scheme - Cllr Dave Edwards (Chairman)
- 414 Sub Committee 'Complaints Review' – Cllr Dave Willey (Vice Chair)**
- 415 To approve and sign as a correct record the Minutes of the Sub Committee Meeting of the Parish Council held on Monday 9th December 2019. (LGA 1972 sch.12,para 41(1))**
- 416 Matters arising from the Minutes for report purposes only.**
- 417 Matters for information purposes only**
- 418 Date of next meeting.**
The next Meeting of the Council will be the Public Meeting on Wednesday 22nd January 2020 at 7.30pm in St Mary's church hall.
- 419 End of meeting**