



## 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 26<sup>th</sup> February 2020

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.

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

Christopher Cook  
Clerk to the Council  
10<sup>th</sup> February 2020

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 440 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 | 26 February 2020

### **439/2020 Chair's Welcome & Announcements**

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

### **440 Public participation**

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

### **442 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.

**443 To approve and sign as a correct record the Minutes of the Public Meeting of the Parish Council held on Wednesday 22<sup>nd</sup> January 2020. (LGA 1972 sch.12.para 41(1))**

**444 Matters arising from the Minutes for report purposes only.**

### **445 Correspondence**

(a) Dear Chris,

Would you please convey the thanks of St Mary's PCC to the Councillors for the support given ,

The donation of £250.00 for the cemetery is greatly appreciated, also the donation of £350,00

for the use of the hall.

Kind regards

Gill

(b) At the December meeting, Dave Edwards kindly offered to assist with the production of new marketing material for Landulph Under Fives.

Now that we are clear of Christmas, New Year and colds, we would like to get the ball rolling on this.

Please can you pass this email to Dave and ask him to provide his contact details so that I can start things off.

Many thanks

Tim Bell  
Chair Landulph Under Fives

#### 446 A Report from Cornwall Councillor Jesse Foot

#### 447 Finance

#### A Accounts for Payment.

Members are asked to note the following items of expenditure for the month of **February 2020**.

Payments Schedule	26 February 2020	Period 11		
Date	Payee	Description	Cheque No.	£
26/02/2020	Christopher Cook	Salary	145	228.80
26/02/2020	HMRC	PAYE	146	57.20
26/02/2020	I.T.C & D.J.Shovell	Licence Agreement rent	BACS50	1,085.28
26/02/2020	Ren Jackaman	Locum Clerk expenses	BACS51	40.47
26/02/2020	Professional Bus.Supplies Ltd.	Newsletter printing	BACS52	225.00
26/02/2020	BMS Landscaping	Grounds maintenance (Jan & Feb)	BACS53	216.00
26/02/2020	Jefferys Chartered Surveyors	Inspection survey report	BACS54	300.00
26/02/2020	Eric Distin	Inspection survey report	BACS55	300.00
<b>All Cheque &amp; BACs payment amounts today</b>				<b>£ 2,452.75</b>

#### B Direct bank Payments & Receipts for information

All bank receipts for this period £940.00. Total receipts 2019/2020 are £18,709.92.

Date 26th February 2020

Botus Fleming PC Current Year 2019/2020

Period 11

Bank Receipts statement as at 22/01/2020

for cashbook 1 - Current & Business Reserve A/C

Bank Statement Account Name(s)	Statement Date	Amount	Balances
Current Account - Lloyds A/c1	22/01/2020		16,557.22
Business Reserve Account - Lloyds A/c2	22/01/2020		7,438.10
A/c2 = Earmarked Funds *			
Total			23,995.32
Available General Funds			16,557.22

General Funds as per Bank Statement

16,670.48

22/01/2020 Earmarked Funds receipts \*

Big Event / Christmas Fayre	5,838.10
Big Event / Assets	1,400.00
Sports & Recreation	500.00
Sports & Recreation	-500.00
BOTHER	200.00
Neighbourhood Development Plan (NDP)	0.00

7,438.10

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 from A/c1	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 EMF	Community Event	Donation	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 EMF	Community Event	Donation refund	-500.00
25/10/2019 Receipt A/c2 EMF	Big Event	Receipt	190.00
19/11/2019 Receipt A/c2 EMF	Big Event	Receipt	110.00
28/11/2019 Receipt A/c2 EMF	Christmas Fayre	Receipt	400.00
14/01/2020 Receipt A/c2 EMF	Christmas Fayre	Receipt	740.00
14/02/2020 Receipt A/c2 EMF	Bulb energy	Receipt	200.00
			18,709.92

**C Bank reconciliation and Earmarked Funds (EMF) balances at 26<sup>th</sup> February 2020**

Date 26th February 2020

Botus Fleming PC Current Year  
2019/2020

Period 11

Bank Reconciliation statement as at 22/01/2020  
for cashbook 1 - Current & Business Reserve A/C

Bank Statement Account Name(s)	Statement Date	Amount	Balances
Current Account - Lloyds A/c1	22/01/2020		16,670.48
Business Reserve Account - Lloyds A/c2	22/01/2020		7,085.72
A/c2 = Earmarked Funds *			23,756.20
Unpresented Cheques (Minus)		0.00	23,756.20
Receipts not banked/Cleared (Plus)		0.00	0.00
			23,756.20
Balance per Cash Book is :-			23,756.20

Difference is :-

0.00

Available General Funds

16,670.48

## 22/01/2020 Earmarked Funds \*

Big Event / Christmas Fayre

4,685.52

Sports &amp; Recreation

781.54

BOTHER emergency response

200.00

Neighbourhood Development Plan (NDP)

1,418.66

7,085.72

D Monthly budget monitoring balances at 26<sup>th</sup> February 2020

**BOTUS      FLEMING      PARISH      COUNCIL**

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

## YEAR END 2019 2020

## Period 11 - February

Current Account - 38772468 Lloyds	Expenditure 2018 2019	Budget 2019 2020 *	Expenditure as at 26/02/20	Budget available
<b>Expenditure :</b>				
Clerk's Salary & Locum expenses	4,740	4,000	2,767	1,233
HMRC	0	0	685	0
			3,452	
<b>General &amp; Administration :</b>				
Postage & Admin.	451	400	325	75
Legal & Website	579	650	885	-235
Elections & Adverts	395	0	0	0
Training & Expenses & Subscriptions	923	1,200	1,097	103
			2,307	
<b>Contracts :</b>				
Grasscutting	3,315	4,250	2,710	1,540
Insurance	692	1,000	837	163
Rent	2,160	2,150	2,170	-20
Maintenance & equipment	673	200	253	-53
			5,970	
<b>Other Payments :</b>				
Grants & Donations	725	650	325	325
Projects & Newsletter	3,028	300	564	-264
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
			3,135	
* includes Projects & (CAT) at £4,750 Sports & Rec (EMF) debit £1,218				
<b>Total Payments</b>	<b>23,664</b>	<b>19,550</b>	<b>14,864</b>	<b>5,371</b>
<b>Vat amount to date 2019 2020</b>			<b>1,536</b>	

## 448 Planning

### New Planning Applications – Two received

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

Application: **PA20/00322**  
Location: Way Orchard Botus Fleming Saltash Cornwall  
Proposal: Conversion of existing garage to bedroom with erection of detached garage and detached greenhouse and re-siting of existing gas tank.  
Applicant: Mr David Knight  
Grid ref: 240268 / 61302

Application: **PA19/10985**  
Location: Rumbullion Farm Hatt Saltash Cornwall  
Proposal: The proposal is for a retrofit, loft conversion and the formation of a veranda to an existing two storey farmhouse.  
Applicant: Vicki Lintern  
Grid ref: 240294 / 61950

### Planning Application Decisions – Two approved

Reference: **PA19/10392**  
Address: Crooked Lodge Botus Fleming Saltash Cornwall PL12 6NQ  
Proposal: Variation of condition 2 of decision PA17/08205 dated 31<sup>st</sup> October 2017  
Construction of replacement dwelling (revised proposal following permission Ref. PA13/08240).  
Applicant: Mr & Mrs S Thompson  
Grid ref: 240960 / 62036

Application approved with conditions.

Reference: **PA19/10728**  
Address: Land south of Roodscroft Hatt Cornwall PL12 6PJ  
Proposal: Change of use of building from root crop store to storage and distribution (under B8).  
Applicant: Mr D Venables  
Grid ref: 240964 / 61631

Application approved with conditions

### Planning Application Decisions – One refusal **WATCH**

### Planning Application – For Information

### Planning Application received after the Agenda issue – To be advised

449 Neighbourhood Development Plan – Cllr Dave Edwards (Chairman)  
[www.botusflemingandhattndp.com](http://www.botusflemingandhattndp.com)

450 Parish Plan - Cllr Dave Edwards (Chairman)

451 Recreation Field - Cllr Dave Edwards (Chairman)

### 452 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 Cornwall Network Panel (CNP) – Cllr Dave Edwards (Chairman)
- F Church Hall crossroads flooding – Cllr John Robinson
- G Complaint with Citybus - Cllr Mervyn Ellis

**453 Chairman's Agenda Items**

**454 Matters for information purposes only**

**455 Date of next meeting.**

The next Meeting of the Council will be the Public Meeting on Wednesday 25<sup>th</sup> March 2020 at 7.30pm in St Mary's church hall.

**456 End of meeting**