

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 25th March 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
10th March 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 458 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 | 25 March 2020

457/2020 Chair's Welcome & Announcements

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

458 Public participation

459 PC Mary Wells (Saltash Police) – Questions and answers session

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

461 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.

462 To approve and sign as a correct record the Minutes of the Public Meeting of the Parish Council held on Wednesday 26th February 2020. (LGA 1972 sch.12.para 41(1))

463 Matters arising from the Minutes for report purposes only.

463 Correspondence

465 A Report from Cornwall Councillor Jesse Foot

466 Finance

A Accounts for Payment.

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

Payments Schedule		25 March 2020		Period 12
Date	Payee	Description	Cheque No.	£
25/03/2020	Christopher Cook	Salary	147	228.80
25/03/2020	HMRC	PAYE	148	57.20
25/03/2020	Christopher Cook	Office allowance payment	149	52.00
25/03/2020	Christopher Cook	Admin. Expenses	150	17.50
25/03/2020	Cornwall Council	Legal fees	BACS56	35.28
25/03/2020	Malcolm Fletcher	Survey Monkey fee expenses	BACS57	372.00
25/03/2020	Professional Bus.Supplies Ltd.	Flyer printing	BACS58	36.00
25/03/2020	WesternWeb Limited	Annual renewal NDP domain	BACS59	80.40
25/03/2020	BMS Landscaping	Grass cutting (Mar)	BACS60	288.00
All Cheque & BACs payment amounts today				£ 1,167.18

B Direct bank Payments & Receipts for information

All bank receipts for this period £1,000.00. Total receipts 2019/2020 are £20,995.92.

Date 25th March 2020

Botus Fleming PC Current Year 2019/2020

Period 12

Bank Receipts statement as at 26/02/2020

for cashbook 1 - Current & Business Reserve A/C

Bank Statement Account Name(s)	Statement Date	Amount	Balances
Current Account - Lloyds A/c1	26/02/2020		17,795.22
Business Reserve Account - Lloyds A/c2	26/02/2020		8,438.10
A/c2 = Earmarked Funds *			
Total			26,233.32
Available General Funds			17,795.22
General Funds as per Bank Statement			16,168.48

26/02/2020 Earmarked Funds receipts *			
Big Event / Christmas Fayre	Account 2	Receipts	5,838.10
Big Event / Assets	Account 2	Receipts	1,400.00
Sports & Recreation	Account 2	Receipts	1,500.00
Sports & Recreation	Account 2	Receipts	-500.00
BOTHER	Account 2	Receipts	200.00
Neighbourhood Development Plan (NDP)	Account 2	Receipts	0.00
			8,438.10

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

27/06/2019 Receipt A/c2-transfer from A/c1	Big Event	Receipt	48.00
15/07/2019 Receipt A/c1-transfer from A/c2	Container Unit	Receipt	1,238.00
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
09/03/2020 Receipt A/c2 EMF	Community Grant	Receipt	1,000.00
			20,995.92

C Bank reconciliation and Earmarked Funds (EMF) balances at 25th March 2020

Date 25th March 2020 Botus Fleming PC Current Year 2019/2020 Period 12

Bank Reconciliation statement as at 26/02/2020
for cashbook 1 - Current & Business Reserve A/C

Bank Statement Account Name(s)	Statement Date	Amount	Balances
Current Account - Lloyds A/c1	26/02/2020		16,168.48
Business Reserve Account - Lloyds A/c2	26/02/2020		8,085.72
A/c2 = Earmarked Funds *			24,254.20

Unpresented Cheques (Minus)	0.00	24,254.20
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Receipts not banked/Cleared (Plus)	0.00	0.00
		24,254.20

Balance per Cash Book is :-	24,254.20
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Difference is :-	0.00
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Available General Funds	16,168.48
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26/02/2020 Earmarked Funds *	
Big Event / Christmas Fayre	4,685.52
Sports & Recreation	1,781.54
BOTHER emergency response	200.00
Neighbourhood Development Plan (NDP)	1,418.66
	8,085.72

D Monthly budget monitoring balances at 25th March 2020

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

YEAR END 2019 2020
Period 12 - March

Current Account - 38772468 Lloyds	Expenditure 2018 2019	Budget 2019 2020 *	Expenditure as at 25/03/20	Budget available
Expenditure :				
Clerk's Salary & Locum expenses	4,740	4,000	2,995	1,005
HMRC	0	0	742	0
			3,737	
General & Administration :				
Postage & Admin.	451	400	396	4
Legal & Website	579	650	981	-331
Elections & Adverts	395	0	0	0
Training & Expenses & Subscriptions	923	1,200	1,097	103
			2,474	
Contracts :				
Grasscutting	3,315	4,250	2,950	1,300
Insurance	692	1,000	837	163
Rent	2,160	2,150	2,170	-20
Maintenance & equipment	673	200	253	-53
			6,210	
Other Payments :				
Grants & Donations	725	650	325	325
Projects & Newsletter	3,028	300	910	-610
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
			3,481	
* includes Projects & (CAT) at £4,750 Sports & Rec (EMF) debit £1,218				
Total Payments	23,664	19,550	15,902	4,390
Vat amount to date 2019 2020			1,665	

RFO 25th March 2020

467 Planning

New Planning Applications – Two received

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

Application: PA19/05565

Location: Heckberry Barn Vollards Lane Hatt Saltash Cornwall PL12 6PT

Proposal: Proposed residential development comprising 4 affordable rent 2 bed bungalows and 4 open market dwellings (two 2-bed and two 3-bed).

Applicant: Mr & Mrs R Andrews

Application: PA20/01368

Location: 27 Sunnybanks Hatt PL12 6SA

Proposal: Fell Oak Tree which is subject to a Tree Preservation Order

Applicant: Mr Hill

Grid Ref: 239530 / 61901

Planning Application Decisions – None approved

Planning Application Decisions – None received

Planning Application – For Information

Planning Application received after the Agenda issue – To be advised

468 Neighbourhood Development Plan – Cllr Dave Edwards (Chairman)
www.botusflemingandhattndp.com

469 Parish Plan - Cllr Dave Edwards (Chairman)

470 Recreation Field - Cllr Dave Edwards (Chairman)

The following Resolution was agreed by Councillors at the Public Meeting 26th February 2020 and is included here for noting purposes:-

'It was RESOLVED to seek approval of the Secretary of State for Housing, Communities & Local Government to apply for a PWLB loan of £70,000 up to 15 years for the purchase of the Recreation Field at Hatt. The annual loan repayments will come to around £4,800.

471 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 Localism summit - Cllr Malcolm Fletcher
- F Highways Scheme Hatt - Cllr Dave Edwards (Chairman)

**472 Chairman's Agenda Items - Service Level Agreement
(Cornwall Council Legal Services)**

473 Matters for information purposes only

474 Date of next meeting.

The next Meeting of the Council will be the Annual Parish Meeting on Wednesday 22nd April 2020 at 6.30pm in St Mary's church hall. This will immediately be followed by the Public Meeting at 7:30pm.

475 End of meeting