



## **PUBLIC MEETING OF THE PARISH COUNCIL**

### **Wednesday 23<sup>rd</sup> September 2020 – VIRTUAL REMOTE MEETING**

**Present:** Councillor Willey (acting Chairman)

Councillors Ellis, Fletcher, Oakes, Robinson, White.

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

### **Members of the public: 1**

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 23<sup>rd</sup> September 2020**

#### **582/2020 Chair's Welcome & Announcements**

Cllr Willey (Vice Chairman) 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. The Chairman explained that the Meeting was being held remotely using Microsoft Team in which Residents could participate.

#### **583 Public participation**

Cllr Willey (Acting Chairman) moved Item 597 to Item 583.

The following request is contained in correspondence under Item 597.

Mrs Matthews speaking on behalf of the BOTHER Climate Change group reiterated the situation explained by Cllr Fletcher item 575 (c) 26<sup>th</sup> August 2020, concerning the cycle/walking path planned from Roodscroft to Carkeel roundabout, and the feasibility study to be carried out by Sustrans. The group intends to apply for funding for the work. As the feasibility study alone will cost just over £7,000 plus Vat, and the maximum bid seems to be £20,000 for such projects, Sustrans will be asked to include other preparatory work such as gaining land consents.

A meeting is planned for 24<sup>th</sup> September 2020 a BOTHER member, Cllr Jesse Foot and Catherine Thomson (Community Link Officer) to discuss the project and the Application itself.



The proposed path would cross boundaries between the Parish and Saltash Town Council (North ward). So far BOTHER has been unsuccessful in engaging in discussions. The reason given being that Saltash Town Council is currently considering another planning application in the area (Treladan).

The BOTHER Group would complete the Application form and is requesting that the Parish Council, act as the signatory, a process similarly carried out with (NDP) projects.

Councillors were asked in principal to agree this course of action.

Proposed Cllr Fletcher, seconded Cllr White.

Councillors **Resolved** to note and voted in favour. All agreed.

**584 To receive Apologies for Absence and approve the reasons given**

Cllr Edwards (Chairman) - sickness absence.

**585 Declarations of Interest**

Councillors **Resolved** that no Councillors declared pecuniary or non-pecuniary interests.

Councillors **Resolved** that no Councillors were liable for written Dispensations or Gifts.

All noted and agreed.

**586 Minutes of the Public Meeting 26<sup>th</sup> August 2020**

The Minutes were a true record of the Meeting held remotely using Microsoft Teams.

Proposed Cllr Willey (Acting Chairman) seconded Cllr Fletcher.

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

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

Cllr Fletcher advised that the next BOTHER Meeting would be 11<sup>th</sup> October 2020.

Cllr Fletcher made reference to Planning Application PA20/05087 (Item 571 Planning application approved with conditions on 4<sup>th</sup> August 2020) and observed that the works to the Oak tree at Cherrywood had been carried out in a manner that did not appear to comply with conditions suggested by Botus Fleming Parish Council and specified in the approval by Cornwall Council. The tree now appeared unbalanced, and had lost much of its amenity value. It was proposed that the Parish Council write to the Tree Officer to express their concerns.

Proposed Cllr Fletcher, seconded Cllr Willey (Vice Chair)



**Action:** Cllr Fletcher to draft a letter on behalf of the Parish Council for the Cornwall Forestry (Tree) Officer to address the concerns raised.

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

## **588 A Report from Cornwall Councillor Jesse Foot**

Cornwall Cllr Jesse Foot advised Councillors that Cornwall Council full council had received a motion to consult on the Government's proposed Planning white paper. Councils and residents could feedback any concerns regarding limiting Housing development / affordable housing and implications for the (NDP). Concerns could be raised using the Cornwall Council webpage or by directly to the Government.

Cllr Foot informed the Council that a carbon neutral event (virtual remote meeting) was planned for 26<sup>th</sup> September 2020.

Cllr Foot advised that Cornwall Council were facing significant budget cuts over the next 4 years. This situation was not helped due to the Covid-19 situation and restrictions. Even though limited Government help had been provided to Cornwall Council, the effects on mental health, the economy and tourism in the County would remain concerning, especially with a 2<sup>nd</sup> coronavirus outbreak looming.

Cllr Fletcher enquired as to whether tourism during the summer had increased the number of Covid-19 cases, but was advised that there was no direct evidence yet to support this.

Cllr Ellis highlighted the fact that during the last lockdown many people volunteered to collect shopping and medical supplies for the vulnerable in the Community, and enquired as to whether any funding was put aside by Cornwall Council to support volunteers. Cllr Foot advised Councillors that currently central Government only provide a limited budget and funding for businesses. No other local financial support is offered.

Cllr Foot left the meeting after delivering the County Councillor report.

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

## **589 Finance**

### **A Accounts for Payment**

Cllr Fletcher proposed, Cllr Oakes 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 **£140.10**. Total receipts 2020/2021 **£9,886.18**

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

### **C Bank reconciliation and Earmarked Funds (EMF)**



The General Account balance was reported as **£15,768.11** and the Earmarked Funds as **£8,225.82**.

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

#### **D Monthly budget monitoring balances report**

Councillors **Resolved** to note the report.

#### **E Public Works Loan Board Statement July 2020**

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

#### **F (i) AGAR Section 2 Accounting Statement**

The Parish Clerk explained the amendment to the Accounting statement for 2019-2020 relating to a netting off a refund from 2018-2019 which had not been corrected. Whilst this alteration made no difference to the end of year balance amount, the external Auditors requested that the statement be amended and posted to the website.

Councillor Willey (Acting Chairman) to sign the AGAR Section 2.

Proposed Cllr White, seconded Cllr Robinson.

Councillors **RESOLVED** to approve the Accounting Statement 2019/2020 (amended). All agreed.

**Action:** The Clerk to post the amended Accounting Statement and certificate of exemption for smaller Councils. [www.botusfleming.org.uk](http://www.botusfleming.org.uk)

#### **590 Planning**

##### **New Planning Applications – Two received**

Application : **PA20 / 06737**  
Proposal : Proposed Agricultural Workshop  
Location : Land North of Barn 1 Ramsicombe Farm Hatt PL12 6NA  
Applicant : Mr R Congdon  
Grid Ref : 240412 / 062543

Cllr Fletcher remarked that the planned workshop was a timber clad serviceable and practical construction and would replace existing dilapidated buildings.

Cllr Oakes commented that the workshop would be situated in the valley and not affecting the skyline. Cllr Willey (Acting Chairman) concurred that proposed buildings would be unobtrusive

The Parish Council noted that no adverse comments had been made by residents.

Proposed, Cllr Oakes, seconded Cllr Willey (Acting Chairman)



The Parish Council **resolved** to Support Planning Application PA20/06737

Support – 6 votes

Against 0 votes

Abstention 0 votes.

Application : **PA20 / 06738**  
Proposal : Agricultural storage building  
Location : Kingswood Ramsicombe Farm Hatt Saltash  
Applicant : Mr R Congdon  
Grid Ref : 240402 / 062527

Councillors were satisfied that their comments made in connection with PA20 / 06737 applied equally to PA20 / 06738

Proposed, Cllr Oakes, seconded Cllr Fletcher.

The Parish Council **resolved** to Support Planning Application PA20/06738

Support – 6 votes

Against 0 votes

Abstention 0 votes.

### **Planning Application Decisions – Two received**

Application : **PA20 / 05288**  
Proposal : Conversion of single garage into 2 room accommodation with a front facing window and a side entry door. Conversion of existing dining room into garage. Extension to west elevation raising external roof height by 350mm from 2700mm to 3050mm and raising internal floor to match the current house floor level.  
Location : 18 Stuarts Way Hatt PL12 6PN  
Applicant : Mr Marc Solomon  
Grid Ref : 239497 / 62090

#### **Approved 9<sup>th</sup> September 2020**

Application : **PA20 / 05816**  
Proposal : A general purpose agricultural building and yard area  
Location : Land North East of Notter Mill Country Park Cocks Lake Lane  
Notter Cornwall  
Applicant : Mr M Peters  
Grid Ref : 238688 / 61762

#### **Approved 9<sup>th</sup> September 2020**

Councillors **Resolved** to note the approved planning applications.

### **Planning Application for Information – None applicable**

Councillors **Resolved** to note.



## Planning Applications received after the Agenda published – None received

Councillors **Resolved** to note.

### 591 Neighbourhood Development Plan (NDP) [www.botusflemingandhattndp.com](http://www.botusflemingandhattndp.com)

Cllr. Willey (Acting Chairman) advised that there was nothing further to add save that the comments made under Item 572 at the Public meeting 26<sup>th</sup> August 2020.

Report deferred until 28<sup>th</sup> October 2020

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

### 592 Parish Plan

Report deferred until 28<sup>th</sup> October 2020.

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

### 593 Recreation Field

The Parish Clerk updated Councillors in the absence of Cllr Edwards (Chairman) and advised that the Parish Council's solicitors were attempting to track down Plans relating to the French drain system, previously reported as having been constructed by Caradon District Council.

The Parish Council had been advised that the clause(s) for access to the two easements should be completed before the purchase of the Recreation Field takes place. The Parish Clerk was awaiting a response from a specialist drain inspector with a view to commissioning a survey shortly. The inspector was experienced in similar other Council work. The Clerk would be contacting Cormac to check if any prescriptive rights over the drainage system existing as they could mean that Cormac should make a contribution towards survey fees.

The Council's solicitors had chased the vendor's solicitors for a response to previous correspondence regarding the sale of the land and the protracted nature of this was disappointing.

**Action** – Clerk to arrange a drain system survey.

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

### 594 Councillors Reports

#### A Cllr Sally White - Maintenance

Monthly maintenance audit noted (report previously published)

Cllr White advised that it had been necessary to dispose of dog waste found at the Quay and also the Parish Pound. Cllrs generally hoped that these were isolated cases.



Cllr White had nothing further of note to add to this month's audit report.

Cllr Ellis reported that, in connection with Council assets, the bench which had been re-sited in the Recreation Field had become dislodged at one end. The Contractor Nick Brown (BMS Landscaping) would effect a repair to root the bench safely.

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

## **B Cllr Malcolm Fletcher – Bio diversity**

Cllr Fletcher drew Councillors attention to the 'Grow not Mow' policy adopted by Cormac in respect to the management of the Hatt roundabout. The perimeters and diameters of the roundabout had been cut to ensure good visibility for pedestrians whilst at the same time sympathetic to local flora on the roundabout with quadrants remaining uncut. Wildflowers were being left to seed naturally.

The arrangements of the short term grass cutting measures would be reviewed when the Contract tender is prepared in December 2020 for the new Contract commencing March 2021.

Cllr Fletcher advised that the Woodland Trust whips had been successfully monitored and maintained by Councillors and residents alike. As further Community engagement a small group of residents had volunteered to become 'Tree Guardians'. A socially distanced meeting with a maximum of 6 people will be held soon to explain their role.

The Tree Guardians are seen by the Parish Council as an important group which will contribute towards mitigating the effects of Climate Change whilst also raising the profile of biodiversity issues.

Cllr Fletcher once again thanked Cllr Ellis for the donation money of £100 available which will be used for wildflower seed sowing on the 4 quadrants of the roundabout this Autumn. Cllr Ellis said that further monies were available for future seeding should this be considered necessary.

Councillors **Resolved** to note this report and formation of the voluntary group. All agreed.

## **C Cllr Malcolm Fletcher – Climate Emergency (BOTHER)**

Reported under Item 583 above.

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

## **D Cllr Malcolm Fletcher – Noise Pollution**

Cllr Fletcher reported on the number of tractors being driven between the crossroads at Botus Fleming and Vollarads Lane in Hatt which seemed to be exceeding the safe speed limit and intimidating cyclists and pedestrians alike.



Cllr Robinson pointed out that it was some time ago that the Saltash Area Road Safety (SARS) Committee considered a 20mph speed restriction throughout the village(s) but this had not be progressed.

There had previously been problems with residents carrying out building works over weekends for many months in the Botus Fleming area.

Cllrs noted the Cornwall website Environmental Services section would be the best place to register complaints over noise levels. It was also noted that the process took time gathering information for consideration.

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

### **595 Councillor vacancy – Cllr Dave Willey (Acting Chairman)**

Cllr Willey (Acting Chairman) advised that, due to the absence of the Chairman Cllr Edwards, the recruitment of a Councillor to fill the vacancy should be postponed until later in the year.

Cllrs Fletcher, & Ellis all commented that a formal interview process should take place when the Chairman was available. Cllr White felt that it was not necessary for the Chairman of the Council to be available.

Cllrs were also mindful of the fact that Local Elections were just around the corner on 6<sup>th</sup> May 2021.

In the meantime Cllrs were steadfast in that despite the Council operating with a shortage of Councillors there was important work to be done including the Budget review, Grass cutting Tender preparations and the purchase of the Recreation Field.

Valuable time would be given to these matters despite other distractions which occurred from time to time.

**Action** – Clerk to contact Electoral Services regarding the Casual Vacancy period.

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

### **596 Matters for information purposes only**

The Parish Clerk will produce a schedule of Public Meeting dates for 2021 and details of Operations Meetings. This would take into account the Local Elections 6<sup>th</sup> May 2021 and legislation relating to the Annual Meeting of the Parish Council.

The next Operations Meeting is scheduled for the 14<sup>th</sup> October 2020 where Councillors will review Budgets.

Councillors **Resolved** to note. All agreed

### **597 Correspondence**

This Item was considered under Item 583 above.



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

#### **598 Clerk's items**

The Parish Council were requested to review and approve the following policies:-

- (i) Training & Development Policy
- (ii) Bad Debts & Fraud Policies
- (iii) Contracts Policy & Contract tendering procedure
- (iv) Co-option of Councillors process
- (v) Safeguarding statement
- (vi) Grants & Donations Policy

All policies for adoption by the Parish Council had been reviewed by Councillors.

Proposed Cllr Fletcher, seconded Cllr Willey (Acting Chairman)

Councillors **Resolved** to adopt the Policies mentioned above. All agreed.

#### **599 Sub-Committee report – Cllr Dave Willey (Chairman S/C)**

Cllr Dave Willey (Chairman S/C) advised Councillors that the Sub-Committee Meeting scheduled for 23<sup>rd</sup> September 2020 had to be cancelled due to Councillors being delayed following an accident on the A38 at the Tamar Bridge.

The next planned Meeting is scheduled for the 9<sup>th</sup> December 2020, or before should Councillors feel it necessary.

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

#### **600 Date of next meeting**

**The next Meeting of the Council will be the Public Meeting on Wednesday 28<sup>th</sup> October 2020 at 7:30pm. This Meeting will take place by Virtual Remote Microsoft Teams.**

**The Parish Council would continue to follow any instruction from CALC concerning the Covid-19 situation in connection with forthcoming Public Meetings. The choice to meet face to face was now an option with safety guidelines applying.**

**Residents would be advised on the 27<sup>th</sup> October 2020 or sooner of arrangements for the Public Meeting 28<sup>th</sup> October 2020.**

#### **601 End of meeting 21:32**

Signed..... Date.....  
(Chairman)

