



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

**Wednesday 28<sup>th</sup> August 2024**

**Present: Councillor Edwards (Chairman)**

**Councillors Ellis, Fletcher, Robinson, Smith, Venables, White & Willey (Vice Chairman)**

**Also in attendance:**

Christopher Cook - Parish Clerk & Responsible Financial Officer.

Martin Worth – Cornwall Councillor

Members of the public: **7**

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 28<sup>th</sup> August 2024**

### **1425/2024 Chair's Welcome & Announcements**

Cllr Edwards (Chairman) welcomed residents to the Public Meeting of the Parish Council and delivered Health and Safety housekeeping rules.

Social distancing and Covid-19 measures were observed, such as ventilation.

No one intended recording the meeting.

### **1426 Public participation**

A resident enquired about the planned closure of the tunnel to the Tamar Bridge and why the information had not been distributed earlier to the public.

Cllr Worth stated that he had only recently been invited to attend a presentation from National Highways at the Saltash Town Hall. Minutes of this meeting are recorded on the Saltash Town Council website. An extract of the relevant Minutes are as follows -

The Chairman welcomed Julian Mitchell Tunnel Manager and Dave Cottrill Electrical and Technical Manager for South-West and South-East National Highways.

Julian outlined the plans for a generational refurbishment of the Saltash Tunnel and overhead traffic management system on the Tamar Bridge.

The last major work was in 2004, and since then, the technological and electrical systems have reached end of life, with no availability of spares to repair them if they fail, necessitating

a full replacement to maintain operation safety and functionality of the tunnel, and traffic management over the Tamar Bridge.



The refurbishment involves replacing all existing electrical distribution and tunnel technology equipment with modernised units. Key elements such as the traffic control system, signage in the approaches to the tunnel and Bridge, tunnel lighting, overhead gantries inside the tunnel, communication units, tunnel air quality monitors, tunnel drainage system and electrical distribution systems will be replaced and upgraded.

This project has been prepared over six years with secured funding now in place, adhering to National Highways governance and stringent design specifications.

National Highways has explored various methods to ensure the project's longevity and minimise future impact. The project also addresses the current energy consumption and carbon footprint with technological equipment to be relocated outside the tunnel, with the aim of reducing routine maintenance closures during the year.

National Highways has refined the project to try to minimise disruption and to deliver in two phases.

### **First Phase - Civil Engineering (starting October 2024 to February 2025):**

This phase involves installing advanced warning signs on both tunnel approaches to communicate various information to users. Traffic management measures include narrower lanes, reduction of lanes and reduced speed limits, ensuring continued capacity and safety. Expected peak-hour delays are 15-20 minutes for three months.

### **Second Phase - Technology Works (starting October 2024 to October 2025):**

Overnight tunnel closures will occur, while the Civil Engineering works are taking place during the daytime.

From the end of January, the control system will be switched off to allow installation of new equipment, losing the tidal flow capability and reducing the bridge and tunnel to one lane in each direction for five months.

Delays of up to 45 minutes are expected until the new tidal flow control system can be commissioned and switched on by summer. The rest of the technology install, and commissioning shall continue until October under nightly tunnel closures.

Various alternative traffic flow solutions were explored, but the proposed measures were identified as having the least impact while ensuring health and safety for the workers.

Members discussed the tunnel works and potential impact on the town:

Members asked what the plans for publicising the works are and if discussions with impacted groups, such as emergency services, haulage companies, bus companies, residents and traders had taken place. All agreed on the importance of clear/regular communication to ensure support for the tunnel's upgrades.

Members asked whether public services, such as the railway, had been consulted and asked to provide additional transport during the tunnel works. ... [\*\*view the full minutes text for item 146/24/25\*\*](#)

Cllr Worth had not been made aware of the intended tunnel closure overnight for approximately a six-month period. An investment of 20 million would be made to improve all lane control systems on the Tamar Bridge and tunnel. The tunnel would be open during the day but the number of lanes on the bridge would be restricted with no cantilever use. The Tamar Bridge office would not be able to override lane instructions. Several Councillors and

residents noted the possible delays and disruption to drivers that would be likely to occur when using the bridge.



Cllr Worth stated that there is capacity to improve the frequency of trains during the closure period, and that prioritising of public transport is under review.

Cllr Smith asked whether there would be a suspension of toll charges during the disruption as this would aid the flow of traffic. Cllr Worth stated that the National Highways had no jurisdiction over the Tamar Bridge tolls.

Councillors **Resolved** to note this report.

**1427 To receive Apologies for Absence and approve the reasons given.**

Cllr Ellis arriving late to the meeting. Councillors **Resolved** to note.

**1428 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.

**1429 Minutes of the Public Meeting 24<sup>th</sup> July 2024**

Draft Minutes 24<sup>th</sup> July 2024 - Proposed Cllr Willey (Vice Chair), seconded Cllr Fletcher.  
6 agreed, 1 abstention.

Councillors **Resolved** to approve the draft Minutes.

**1430 Matters arising from the draft Minutes for report purposes only.**

None.

**1431 A Report from Cornwall Councillor Martin Worth**

Cllr Worth updated the meeting as follows-

- \* Carkeel road improvements (pedestrian areas) planned for October/November 2024.
- \* Saltash (HWRC) waste tip queuing times are to be addressed along with improvements to the site. Currently being addressed by Saltash Town Council following complaints.
- \* Gilston Road (exit road from LIDLs) under review to improve traffic flow.
- \* Cornwall Council to review the Devolution issue end of September. A White Paper from the Government is expected which will include improvement and financial injections for Cornwall.
- \* Cllr Worth announced that he would not be standing as Cornwall Councillor at the next Local Elections 1<sup>st</sup> May 2025.

Councillors **Resolved** to note this report.



**1432 Finance**

**A Accounts for Payment August 2024**

Cllr Edwards (Chairman) proposed, Cllr Robinson seconded the approval of the Accounts for payment. All agreed.

Councillors **Resolved** to approve the accounts for payment.

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

Bank Receipts were reported as **£12,931** Total receipts Account1 2024/2025 **£12,931**.

Bank Receipts were reported as **£0.00** Total receipts Account2 2024/2025 **£0.00**  
Total Receipts 2024/2025 **£12,931**

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

The General Account balance was reported as **£11,988** and the Earmarked Funds as **£19,461**. Total Funds **£31,449**

**D Monthly budget monitoring balances report**

Refer to Finance report at [www.botusfleming.org.uk](http://www.botusfleming.org.uk)

Councillors **Resolved** to note items 1432 (B) (C) & (D).

**E Public Works Loan Board Statement August 2024**

Councillors **Resolved** to note the Loan amount outstanding **£53,422.57**

**F BDO External Audit 2023 / 2024**

Councillors to note.

- (i) Notice of Conclusion of Audit 31<sup>st</sup> March 2024
- (ii) Annual Governance & Accountability Returns certified as final

Documents can be reviewed at [www.botusfleming.org.uk](http://www.botusfleming.org.uk)

**1433 Planning <http://planning.cornwall.gov.uk/online-applications>**

**New Planning Applications – None received.**

**Planning Application Decisions – None received.**

**Planning Application for Information – None received.**

**Planning Applications received after Agenda published – One received.**

**Application** PA24 / 06346  
**Proposal** Erection of two detached dwellings  
**Location** 7 Carlton Villas Hatt Saltash Cornwall  
**Grid Ref** 239788 / 62024



**Application received 22<sup>nd</sup> August 2024**

Councillors **Resolved** to defer a decision on Planning Application PA24 / 06346 until the Public Meeting 25<sup>th</sup> September 2024. An extension to the response time dated 12<sup>th</sup> September 2024 to be granted.

Councillors **Resolved** to note all planning matters.

#### **1434 Neighbourhood Development Plan (NDP) & Parish Plan**

[www.botusflemingandhattndp.com](http://www.botusflemingandhattndp.com)

Cllr Smith will be attending an on-line (NDP) update meeting arranged by Cornwall Council 24<sup>th</sup> September 2024. The fee for attendance to be met from the Training budget.

Councillors **Resolved** to note.

#### **1435 Recreation Field**

Cllrs Edwards (Chairman) requested to order a replacement bin lid at a cost of £273.26 (inc. Vat), with expenditure to be financed from the maintenance budget. The new lid would be chained into place as the previous lid had been mislaid / stolen.

Cllr Willey (Vice Chair) stated that the trimming of perimeter hedges and cutting back of vegetation on the French drains at the Recreation Field was required.

Cllr Venables volunteered to carry out this work free of charge using a tractor fitted with hedge trimming gear. Councillors thanked Cllr Venables in advance for carrying out this maintenance work.

Councillors **Resolved** to note.

#### **1436 Councillors Reports**

The full Council reports for Item 1436 (A) can be viewed under 'Reports' at [www.botusfleming.org.uk](http://www.botusfleming.org.uk)

##### **A Asset Audit**

All Assets on the monthly checklist were reported in order, although Cllr White had made note of the missing refuse bin lid during her inspection.

Councillors **Resolved** to note this report.

##### **B Climate and Ecological Emergency**

Cllr Fletcher reported that following a recent event of a resident cutting grass on Highways owned land, the Parish Council should provide guidance on this subject.

Following recent discussions on social media here in the Parish, BFPC would like to clarify certain issues.



1. The maintenance of the grass verges in Hatt and Hatt roundabout is the sole responsibility of Cormac. Botus Fleming Parish Council (BFPC) does not have the authorisation or funding to cut the grass on these sites.
2. Likewise, the clearing of weeds and rubbish from the pavements and gutters is the sole responsibility of Cormac.
3. Contrary to what seems to have been suggested, BFPC has never forbidden any member of the public from undertaking such work. We do not have the authority to do so.
4. BFPC has, however, strongly advised against any member of the public from undertaking such work unless they have been authorised to do so by Cormac. Should anyone injure themselves or another member of the public, or cause damage to private or public property while doing such work without having third party liability insurance, they could find themselves having to pay out substantial damages to the injured parties.
5. BFPC, of course, welcomes any initiatives by our residents to improve our physical and social environment providing they are safe and comply with the necessary health and safety requirements.
6. Those who wish to help with this may like to join the next “tidy up” by our Community Action Team (CAT). CAT carries out risk assessments for their activities, gives participants a safety briefing before the start, and provides the necessary Hi-Viz jackets and equipment. BFPC’s third party liability insurance provides the necessary cover.

Councillors agreed that the above message should be posted to the HCBB Facebook and to the notice boards which would contain the draft Meeting Minutes. No further interaction on the issue of grass cutting would take place.

Cllr Smith confirmed that a litter pick would take place 20<sup>th</sup> October 2024 involving (CAT) and that the bus shelter would also receive refurbishment and a lick of paint around October.

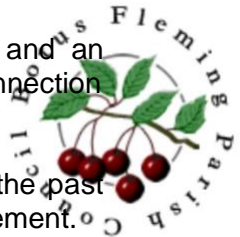
Councillors **Resolved** to note this report.

### **Cllr Ellis joined the Meeting.**

## **C BOTHER**

Following a recent report from Cllr Worth that the subject of extending the cycle path from Roodcroft to Stoketon Cross had taken place, members of BOTHER were disappointed not to have been involved in this discussion.

Cllrs Fletcher & Ellis on behalf of BOTHER cited extensive previous work carried out such as the Feasibility Study for a Walk/Cycleway from Hatt roundabout to Carkeel carried out by Sustrans and the funding received from Cornwall Council to support and finance the study. This small group of residents had dedicated many, many hours of work to the project.



Both Councillors requested improved communications with the Cornwall Council and an invitation to meetings with developers of which Treledan was a key discussion in connection with the planned cycle way intended to eventually extend to Saltash.

It was noted that BOTHER had been involved with Teams on-line meetings over the past twelve months, but that some discussions were now taking place without their involvement.

Cllr Worth reiterated support for the BOTHER group but outlined that some meetings with Transport Highways or developers of Treledan were confidential discussions and that information would be released at Public Meetings when it was suitable to do so.

Councillors **Resolved** to note this report.

**1437 Clerk's items**

A briefing note regarding a review of the current Meeting schedule and proposed Parish Council Meetings schedule 2025 had been previously circulated to Councillors. The aim of the review was to bring Botus Fleming Parish Council in line with other local Councils and to prepare for meetings surrounding the Local Elections due to be held 1<sup>st</sup> May 2025.

Cllr Fletcher proposed, Cllr Edwards (Chairman) seconded acceptance of the revised Meeting schedule for 2025, to be published December 2024.

Councillors **Resolved** to approve the 2025 schedule.

**1438 Correspondence**

None

**1439 Date of next meeting**

The next Meeting of the Council will be the **Public Meeting** on Wednesday 25<sup>th</sup> September 2024 at 7:30pm at the St Mary's Church Hall (covid safe).

The Parish Council would continue to follow any instructions 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.

Please refer to [www.botusfleming.org.uk](http://www.botusfleming.org.uk) for further details.

**1440 End of meeting 20:50**

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**Signed  
(Chairman)**

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**Date**