

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 26th March 2025
Time: 7.30pm
Location: St Marys Church Hall, Botus Fleming

To: Chairman & Parish Councillors

Chairman D Edwards

Councillors. M Ellis, M Fletcher, J Robinson, M Smith, B Venables, S White, & D Willey (Vice Chairman).

You are hereby summoned to attend the above meeting to consider the items of business.
(LGA 1972 sch.12 para.10(2))

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

Christopher Cook (CILCA) (PIALC)

Christopher Cook
Clerk to the Council
17th March 2025

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 & Responsible Financial Officer
32 Essa Road - Saltash - Cornwall - PL12 4EE
Tel. 07523 005414
clerk@botusfleming.org.uk

7.30pm – Item 1523 below (Public Bodies (Admission to Meetings) Act 1960 s.1 extended by LG Act 1972 s.100)

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. Items of a sensitive nature are not discussed in public and the Council passes a resolution under the above Act

* 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) 88Ch.119

Agenda | 26 March 2025

1522/2025 Chair's Welcome & Announcements

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

1523 Public participation

1524 To receive Apologies for Absence and approve the reasons given.

(LGA 1972 s.85 (1))

1525 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 more than £50.

D. Dispensations – Members to consider any written requests for dispensations.

1526 To approve and sign as a correct record the draft Minutes of the Public Meeting held on Wednesday 26th February 2025.

(LGA 1972 sch.12.para 41(1))

1527 Matters arising from the Minutes for report purposes only.

1528 A Report from Cornwall Councillor Martin Worth

1529 Finance

A Accounts for Payment.

Members are asked to note the following items of expenditure for the month of **March 2025**.

Payments Schedule

26 March 2025

Period 12

Date	Payee	Description	BACs ref.	£
26/03/2025	Christopher Cook	Salary	BACS411	352.18
26/03/2025	HMRC	PAYE	BACS412	88.00
26/03/2025	Christopher Cook	Office allowance contractual	BACS413	52.00
26/03/2025	Ally Hill	Grass cutting (Feb) and plantation	BACS414	490.00
26/03/2025	Richard Taylor	Supply of VE Day materials	BACS415	126.52
26/03/2025	WesternWeb Limited	Renewal web space SSL Certificate	BACS416	96.00
26/03/2025	Cornwall ALC Limited	Clerk Election training	BACS417	42.00
26/03/2025	Ally Hill	Grass cutting (Mar) and weed strim	BACS418	610.00
26/03/2025	Lloyds Bank	Bank charge administration	DD	4.25
All BACs payment amounts today				£ 1,860.95

B Direct bank Receipts & Payments for information

All bank receipts for this period **£500** Total receipts 2024/2025 are **£24,831**

Total receipts **Account 1** 2024/2025 are **£24,181**

Total receipts **Account 2** 2024/2025 are **£650**

Date 26th March 2025

Botus Fleming PC Current Year 2024/2025

Period 12

Receipts & Payments statement as at 26/03/2025

for Cashbook - Current A/c 1 & Business Reserve A/c 2

Bank Statement Account Name(s)

Statement Date

Amount

Balances

Current Account - Lloyds A/c 1	26/03/2025		24,181.87
Business Reserve Account - Lloyds A/c 2	26/03/2025		650.00
Lloyds A/c 2 = Earmarked Funds *			
Total Receipts			24,831.87

Available General Funds from 31st March			13,036.39
Less - Payments made A/c1 - Apr			3,063.04
Add - Receipts during April			12,931.87
Less - Payments made A/c1 - May			2,346.92
Less - Payments made A/c1 - June			3,012.71
Less - Payments made A/c1 - June - Loan			2,732.22
Less - Payments made A/c1 - July			1,179.40
Less - Payments made A/c1 - August			1,645.80
Less - Payments made A/c1 - Sept			1,885.86
Add - Receipts during September			10,750.00
Less - Payments made A/c1 - Oct			1,323.79
Less - Payments made A/c1 - Nov			1,302.15
Less - Payments made A/c1 - Dec			0.00
Less - Payments made A/c1 - Dec - Loan			2,732.22
Less - Payments made A/c1 - Dec / Jan			1,299.16
Less - Payments made A/c1 - Feb			1,146.18
Add - Receipts during March			500.00
Less - Payments made A/c1 - Mar			1,860.95

General Funds as per Bank Statement					10,687.86
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Movement on A/c1 March		Receipts		Payments	Movement +/-
Receipts against Payments		23,681.87		25,530.40	-1,848.53

Precept payment due 7/4/24 £10,750.00

Precept payment due 7/9/24 £10,750.00

07/04/2024 Receipt A/c1		Cornwall Council		Precept April 2024	10,750.00
07/04/2024 Receipt A/c1		HMRC		Vat recovery claim	2,181.87
14/09/2024 Receipt A/c1		Cornwall Council		Precept Sept 2024	10,750.00
14/09/2024 Receipt A/c1		Cornwall Council		Comm.Chest grant	500.00
					24,181.87

26/03/2025 Earmarked Funds receipts *					
Big Event / Christmas Fayre		Account 2		Receipts	0.00
Big Event / Assets / Grants		Account 2		Receipts	0.00
Community Capacity Fund Grant		Account 2		Receipts	0.00
Playground equipment fund		Account 2		Receipts	0.00
Sports & Recreation Field		Account 2		Receipts	0.00
Recreation Field rental income		Account 2		Receipts	650.00
BOTHER Climate emergency		Account 2		Receipts	0.00
Neighbourhood Development Plan (NDP)		Account 2		Receipts	0.00
					650.00

26/03/2025 Earmarked Funds payments					
Big Event / Christmas Fayre		Account 2		Payments	0.00
Big Event / Assets		Account 2		Payments	0.00
Community Capacity feasibility report		Account 2		Payments	12,240.00
Playground equipment fund		Account 2		Payments	0.00
Sports & Recreation Field		Account 2		Payments	0.00
Recreation Field other payments		Account 2		Payments	0.00
BOTHER Climate emergency response		Account 2		Payments	0.00
Neighbourhood Development Plan (NDP)		Account 2		Payments	0.00
Lloyds Bank charges		Account 2		Payments	4.25
RFO 26th March 2025					12,244.25

C Bank reconciliation and Earmarked Funds (EMF) balances at 26th March 2025

Current Account Lloyds A/c1 £11,687.86
 Business Reserve Lloyds A/c2 £ 7,866.81
 Bank Reconciliation balance £19,554.67

Date 26th March 2025

Botus Fleming PC Current Year 2024/2025

Period 12

Bank Reconciliation statement as at 26/03/2025

for Cashbook - Current A/c 1 & Business Reserve A/c 2

Bank Statement Account Name(s)	Statement Date	Amount	Balances
Current Account - Lloyds A/c 1	26/03/2025		11,687.86
Business Reserve Account - Lloyds A/c 2	26/03/2025		7,866.81
A/c 2 = Earmarked Funds *			
Total balance			19,554.67

Unpresented Cheques (Minus)		0.00	0.00
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		19,554.67
Receipts not banked / Cleared (Plus)	0.00	0.00
		19,554.67
	Balance per Cash Book is :-	19,554.67
	Difference is :-	0.00
General Funds as per Bank Statement	Available General Funds	11,687.86

26/03/2025 Earmarked Funds *		
Big Event / Christmas Fayre		3,921.00
Big Event / Assets / Grants		0.00
Community Capacity Fund Grant		-2,040.00
Playground equipment fund		0.00
Sports & Recreation Field		638.17
Recreation Field rental income		825.00
BOTHER climate emergency response		108.23
Local Elections Fund 2025		3,000.00
Neighbourhood Development Plan (NDP)		1,418.66
Lloyds Bank charges		-4.25
RFO 26th March 2025		7,866.81

D Monthly budget monitoring balances at 26th March 2025

Summary Expenditure Account Year ended 31st March 2025 Monthly
Budget monitoring

YEAR END 2024-2025

Period 12 - March

Lloyds Current Account A/c 1 - 38772468	Budget 2023 2024 *	Expenditure as at 27/03/24	Budget 2024 2025 *	Expenditure as at 26/03/25	Budget available
Expenditure					
Clerk's Salary & Locum expenses	3,750	4,000	3,750	4,212	-462
HMRC	836	997	936	1,056	-120
		4,997	4,686	5,268	-582
General & Administration					
Postage & Admin Office allowance	300	305	300	324	-24
Legal & Website fees	700	577	500	335	165
Professional fees & Subscriptions	500	652	600	918	-318
Elections & Adverts (see EMF A/c2)	400	0	2,000	0	2,000
Training & Expenses	450	0	250	194	56
		1,534	3,650	1,771	1,879
Contracts					
Grass cutting	6,000	5,310	6,550	7,570	-1,020
Dog bin cleansing	750	730	750	728	22
Insurance	1,100	855	1,100	972	128
Play Equipment inspections	400	325	400	192	208
Loan Repayments (PWL B)	5,464	5,464	5,464	5,464	0
Maintenance & Equipment	3,000	1,280	3,000	2,030	970
		13,964	17,264	16,956	308
Other Payments					

Grants & Donations	750	750	750	750	0
Newsletter printing	400	195	400	0	400
Projects & S.137	1,000	20	1,000	148	852
Community Action Team (CAT)	1,500	0	1,000	0	1,000
Big Event *	1,000	0	1,000	0	1,000
Neighbourhood Dev. Plan *	250	0	250	0	250
BOTHER	500	0	500	150	350
Vat recoverable amount^					
^see Receipts £5,527.78		965	4,900	1,048	3,852
* includes Projects, Bother & (CAT)					
Total Budget £4,250					
Total Payments	29,050	21,460	30,500	25,043	5,457
Vat to date 2024 2025 A/cs 1 & 2				2,526	

RFO 26th March 2025

Refer to Finance report at www.botusfleming.org.uk

E Public Works Loan Board - Loan Statement 26th March 2025

Public Works Loan Board - Loan amount outstanding £51,251.29

Date 26th March 2025

Botus Fleming PC Current Year 2024/2025

Period 12

Loan Payments statement
for Cashbook - Current A/c 1

Bank Statement Account Name(s)	Statement Date	Loan advance	Payments Principal & Interest	Balance to pay
	26/03/2025			
Current Account - Lloyds A/c 1	24/06/2020			
PWLB Loan advance 24/06/2020*		70,000.00		
Direct Debit payment - 24/12/2020			2,732.22	67,267.78
Interest 2019/2020			735.00	68,002.78
Direct Debit payment - 24/06/2021			2,732.22	65,270.56
Interest 2020/2021			714.03	65,984.59
Direct Debit payment - 24/12/2021			2,732.22	63,252.37
Interest 2020/2021			692.84	63,945.21
Direct Debit payment - 24/06/2022			2,732.22	61,212.99
Interest 2021/2022			671.42	61,884.41
Direct Debit payment - 24/12/2022			2,732.22	59,152.19
Interest 2021/2022			649.79	59,801.98
Direct Debit payment - 24/06/2023			2,732.22	57,069.76
Interest 2022/2023			627.92	57,697.68
Direct Debit payment 24/12/2023			2,732.22	54,965.46
Interest 2022/2023			605.83	55,571.29
Direct Debit payment 26/6/2024			2,732.22	52,839.07
Interest 2023/2024			583.50	53,422.57
Direct Debit payment 24/12/2024			2,732.22	50,690.35
Interest 2023/2024			560.94	51,251.29
Total Loan amount outstanding				51,251.29

1530 Planning

New Planning Applications – None received

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

Planning Application Decisions – One received

Application PA25 / 09741
Proposal Erection of two detached dwellings
Location 7 Carlton Villas Hatt Saltash Cornwall PL12 6PS

Planning Application REFUSED 7th March 2025

Planning Application – For information – None received

Planning Application received after Agenda has been issued – To be advised

1531 Neighbourhood Development Plan & Parish Plan
www.botusflemingandhattndp.com

1532 Recreation Field

1533 Asset maintenance audit

1534 Climate Ecological emergency & cycle/walkway

1535 Correspondence

1535 (i)

I am writing as I and many other Botus villagers are seriously concerned about what is happening at `The Croft`.

I believe now it is being used to house discharged prisoners...

Since the change of use we have seen dubious people sitting in the bus shelter in the day and night smoking and drinking alcohol.

I understand that the shop at Hatt garage has suffered a lot of shoplifting.

On many occasions very scruffy individuals can be seen hanging around outside The Croft or wandering up to Hatt.

Police are in regular attendance at the Croft.

Such individuals are now seen wandering down into Botus. They occupy the seat at the top sometimes or even wander right down as far as the quay.

We saw a couple enter the Village pound yesterday and not emerge for 20 minutes..... I hate to think what they were doing.

We are seriously concerned for the safety of our village. My wife walks the dog alone and I worry about her safety and have given her a personal alarm.

We are lucky that Botus has been a very safe place to live with hardly any theft or break ins however I fear this may change.

While such people need housing somewhere The Croft is unsuitable in the middle of nowhere with nothing to do.

I have also heard from a Tradesman who conducted some repairs at the chalets that conditions are abysmal.

I believe that The Croft is operating now with a `Change of Use` for which it does not have planning permission. Please can you discuss and investigate this.

I also think the Parish Council should make representations to the appropriate authorities about the suitability of this site.

1536 Date of next meeting.

The next Meeting of the Council will be the **Annual Parish Meeting (APM) on Wednesday 23rd April 2025 at 6:00pm** at the St Mary's Church Hall (covid safe). The **Public Meeting will follow the (APM) commencing at 7:30pm**

1537 End of meeting