

BOTESDALE PARISH COUNCIL

YOU ARE HEREBY SUMMONED to attend a **MEETING** of **BOTESDALE PARISH COUNCIL** to be held in **BOTESDALE VILLAGE HALL** on **MONDAY, 8 October 2018** at 7.30PM.
The Press & Public are most welcome to attend.

Signed

1 October 2018

Parish Clerk

AGENDA

1. **To receive apologies for absence.**
2. **To confirm the Minutes of the Meeting held 3 September 2018.**
3. **Members Declarations of Interest and Dispensations:**
4. **Public Forum:**
5. **Planning:** *To include any applications received after the publication of the agenda.*
 - 5.1 **Planning Applications:**
 - 5.1.1 **Stubbings Entry, Slough Road, Burgate.** Ref. DC/18/03751. Planning Application - Erection of 2no. clear span poultry houses.
 - 5.1.2 **Land adjacent Virginia Cottage, The Street.** Ref. DC/18/04339. Planning Application - Erection of 1no. dwelling and garage and creation of vehicular access.
 - 5.2 **Notice of Intent to prune/remove tree(s) in the Conservation Area:**
 - 5.3 **Notification of Planning Decisions/Appeals by Mid Suffolk DC:**
 - 5.3.1 **The Priory, The Street.** Ref. DC/18/00919. Householder Application. Erection of replacement driveway gates. Planning Permission GRANTED.
 - 5.3.2 **Barn at Lodge Farm, Mill Road.** Ref. DC/18/03538. Notification for Prior Approval for a Proposed Change of Use of Agricultural Building to a Dwellinghouse (Class C3) and for Associated Operational Development under Schedule 2, Part 3, Class Q (a) and (b) of the Town and Country Planning (General Permitted Development) Order 2015. Prior Approval REFUSED.
 - 5.4 **Neighbourhood Plan Update:** Update.
6. **Progress Reports:**
 - 6.1 **Chairman:**
 - 6.2 **Clerk:**
7. **Correspondence:**
 - 7.1 **SCC:** Request to confirm footpath cutting programme for 2019. Deferred from Sept.
 - 7.2 **MSDC:** To note successful bid by Botesdale Health Centre for Community Infrastructure Levy funds.
 - 7.3 **MSDC:** To note upcoming Bid Round 2 for Community Infrastructure Levy funds.
 - 7.4 **SALC:** To note "Voice of the Councillor" event hosted by De Montfort University.
 - 7.5 **Environment Agency:** Request for feedback on flooding strategy.
 - 7.6 **Tree Warden:** To note upcoming event.
8. **General Items:**
 - 8.1 **Review and Update of Council Documents:** To review Standing Orders and Financial Regulations.
 - 8.2 **Risk Assessment:** To review the Council's updated Risk Assessment policy.
 - 8.3 **Streams Project:** To consider the action plan for the upcoming season.
 - 8.4 **Remembrance Day Event:** To consider attendance.
 - 8.5 **Play Area:** To consider whether to establish a regular jet wash cleaning schedule.
 - 8.6 **Meeting Dates 2019:** 7 Jan; 4 Feb; 4 Mar; 1 Apr; 6 May; 3 Jun; 1 Jul; 5 Aug (Planning only); 2 Sep; 7 Oct; 4 Nov; 2 Dec.

Clerk: Mrs L Jackson-Eve, Tel: 01379 890141 Email: botesdale_pc@btopenworld.com

9. **Finance:**

9.1	Account Balance:	£46,398.81	
	Income:	£ 750.00	MSDC Locality Budget
		£14,350.00	MSDC ½ Council Tax Precept

9.2 **Accounts for Payment:**

Admin Payments	£ 817.13	Not itemised due to GDPR
Street Sweeping etc.	£ 146.12	St Clean/Play Area/VAS Oct 18
PKF Littlejohn	£ 240.00	External Audit Fees 2018
Botesdale VH MC	£ 79.50	Hire of Hall Apr 18 – Sep 18
Mobile Jet Wash UK	£ 120.00	Play Area Clean
Community Action Suffolk	£ 60.00	Website Hosting 2018-19
Dissigns	£ 86.40	Play Area Signs

9.3 **Budget Report:** To receive 2nd Quarter report.

9.4 **External Audit Report:** To receive the report.

10. **Councillors Reports:**

Assets Register	BARWOODS	Playing Field
Public Rights of Way	SALC/Parish Liaison	Tree Warden
Village Hall	War Memorial	Website

11. **Highways Issues:** To receive reports of any items requiring attention.

12. **Welcome Pack:** To receive reports of new residents to the village.

13. **Matters to be brought to attention of the Council / Items for the next agenda:**

14. **Next Meeting:** 5 November 2018