

BOTESDALE PARISH COUNCIL

YOU ARE HEREBY SUMMONED to attend a **MEETING** of **BOTESDALE PARISH COUNCIL** to be held in **BOTESDALE VILLAGE HALL** on **MONDAY, 13 May 2019** at 7.30PM.
The Press & Public are most welcome to attend.

Signed

6 May 2019

Parish Clerk

AGENDA

1. **To Elect a Chairman for the Year 2019/20.**
2. **To receive the Chairman's Declaration of Acceptance of Office.**
3. **To receive Councillors' Declaration of Acceptance of Office.**
4. **To receive apologies for absence.**
5. **To elect a Vice Chairman.**
6. **Casual Vacancies:** To consider applications for parish councillor posts (3 vacancies).
7. **To elect Council Officers and Representatives to outside bodies (with previous):**
 - Assets Register: Cllr Sargeant
 - BARWOODS Cllr Sargeant
 - Public Rights of Way: vacant
 - SALC/Parish Liaison: Cllr Sargeant
 - Tree Warden: vacant
 - Village Hall: Cllr Curry
 - War Memorial: Cllr Baxter
 - Website/Facebook: Clerk
8. **To confirm the Minutes of the Meeting held 1 April 2019.**
9. **Members Declarations of Interest and Dispensations:**
10. **Public Forum:**
11. **Planning:** *To include any applications received after the publication of the agenda.*
 - 11.1 **Planning Applications:**
 - 11.1.1 **Barn, Lodge Farm, The Common.** DC/19/01936. Notification for Prior Approval under Schedule 2, Part 3, Class Q (a) and (b) of The Town and Country Planning (General Permitted Development) (England) Order 2015 - Conversion of agricultural building to form 1no. dwelling
 - 11.2 **Notice of Intent to prune/remove tree(s) in the Conservation Area:**
 - 11.3 **Notification of Planning Decisions by Mid Suffolk DC:**
 - 11.4 **Neighbourhood Plan Update:** Update.
12. **Progress Reports:**
 - 12.1 **Chairman:**
 - 12.2 **Clerk:**
13. **Correspondence:**
 - 13.1 **SCC:** To receive information on grass cutting in 2019.
 - 13.2 **MSDC:** To note the April payment of Community Infrastructure Levy - £2,025.68. Payments are made twice yearly in April and October. Total CIL held: £2,025.68.
 - 13.3 **Suffolk Police:** To note the Safer Neighbourhood Team (SNT) April newsletter.

14. **General Items:**

- 14.1 **Annual Parish Meeting on 1 April 2019:** To consider the draft minutes.
14.2 **Vehicle Activated Sign Report:** To note March speed data for Diss Road.

15. **Finance:**

15.1 Account Balance:	£47,279.02	
Income:	£14,750.00	MSDC ½ Precept Payment
	£ 2,025.68	MSDC CIL April Payment

15.2 **Accounts for Payment:**

Admin Payments	£ 780.09	Not itemised due to GDPR
Street Sweeping etc.	£ 423.97	St Clean/Play Area/VAS May 19
Redgrave Parish Magazine	£ 130.00	Annual Page Fees
SALC	£ 323.53	Annual Membership Fees
LCPAS	£ 200.00	Internal Audit Fees
G Russell	£ 108.00	Cllr Expenses - Training

- 15.3 **To approve payment of Grant Funding for 2019/20:** (as agreed under Minute Ref: 8.4, 1 April 2019). Grants for Remembrance Day and Christmas band to be paid at later date. Neighbourhood Watch has notified that it no longer requires a grant.

RBR PCC	£ 600	Churchyard Maint s214(6) LGA 1972
Rickinghall Day Centre	£ 250	s137 LGA 1972
Barwoods (Millers Orchard Insure)	£ 50	s137 LGA 1972

- 15.4 **To approve payment of Annual Rent of £1.00 for Botesdale Village Hall – period 17th December 2018 – 16th December 2019.**

- 15.5 **Inspection of the Financial Statement for Year Ending 31st March 2019.**

- 15.6 **To note the Internal Audit Report for Year Ending 31st March 2019.**

- 15.7 **To approve the signing of the Annual Return Year Ending 31st March 2019.**

- 15.8 **To approve the signing of the banking mandate for additional signatories.**

16. **Councillors Reports:**

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

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

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

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

20. **Next Meeting:** 3 June 2019