

BOTESDALE PARISH COUNCIL

Minutes of the meeting held Monday 14 March 2016
Botesdale Village Hall

Present: Cllr John Abraham
Cllr Ernie Baxter
Cllr Ken Liddle
Cllr Caroline Stratford

Cllr Desmond Bavington-Lowe
Cllr Mike Bishop
Cllr William Sargeant (Chairman)

County Councillor Jessica Fleming
District Councillor Derek Osborne
Parish Clerk – Leeann Jackson-Eve
2 Members of the Public

7.30pm The Chairman welcomed those present and opened the meeting.

1. **Apologies for absence.** None.
2. **Casual Vacancies in the Office of Parish Councillor:** None.
3. **To confirm the Minutes of the Meeting held 8 February 2016.** The minutes of the Meeting, circulated with the agenda, were agreed and signed.
4. **Members Declarations of Interests and Dispensations:** None.
5. **Public Forum:** 7.32pm RESOLVED, with all agreed, to adjourn the meeting for the public forum. *Cllr Osborne reported that MSDC had set its budget and a band D property would see its Council tax increase by 2% or 6p per week. Cllr Fleming reported that she was looking for information on abuse of green lanes and byways. Cambridgeshire had been asked to join Norfolk and Suffolk in devolution proposals and an appeal had been set up to support Syrian refugees coming to Suffolk. From 1st April residents would be able to bring unlimited amounts of rubble, soil, hardcore and plasterboard to Suffolk Recycling Centres (plasterboard only accepted at Bury St Edmunds & Stowmarket sites locally) and a charge would be made according to the amount presented, starting from £2 per 25kg bag. The new arrangements removed the current 2-bag limit on these materials. The Chairman reconvened the meeting at 7.56pm.*
6. **Planning:**
 - 6.1 **Planning Applications:**
 - 6.1.1 **Land to the rear of Osmond House, The Street, Botesdale.** Ref. 0319/16. Erection of 3no. dwellings, shared carport; parking & turning. Retention of boundary walls and gazebo. It was RESOLVED, with all agreed, to support the application.
 - 6.1.2 **Osmond House, The Street, Botesdale.** Ref. 0320/16. Retention work to boundary wall to form vehicular access in association with erection of 3no. dwellings, shared car port and parking & turning area. Listed Building Consent. It was RESOLVED, with all agreed, to support the application.
 - 6.1.3 **Botesdale Village Hall, Botesdale.** Ref. 0629/16. Erection of a log cabin. It was noted that this was actually sited on land adjacent to the village hall and the application was made by the pre-school. It was RESOLVED, with all agreed, to support the application.
 - 6.2 **Notice of Intent to prune/remove tree(s) in the Conservation Area:** None.
 - 6.3 **Notification of Planning Decisions by Mid Suffolk DC:** None.
7. **Progress Reports:**
 - 7.1 **Chairman:** The Chairman had attended a SALC Mid-Suffolk North meeting at which a presentation had been given on changes to local police provision. There would be fewer PCSOs and several front offices would be closed. He had attended a meeting with the Clerk, the Rickinghall PC Chairman, Gordon Lawrence, SCC

officers and the district and county councillors to discuss the proposals for the future of the community bus. He had also attended a site meeting to discuss drainage problems with a property owner on Fen Lane.

- 7.2 **Clerk:** The Clerk reported that she had met the SCC Street Lighting Officer with Cllr Abraham and the owner of Mill House to discuss replacing the light at the corner of Bridewell Lane and The Street. It had been agreed that the bracket and old light would be removed from Mill House and a new free standing light erected in the inside corner next to the chimney. The light further down opposite Chapel Lane was on a post that had been marked as damaged and lighting contractors felt it could not support a new heavier LED light. UK Power Networks had reassessed the post and the damaged marking had been removed. SCC would arrange for a new light to be erected. The Clerk also reported that around 150 traffic surveys had been received and the results would be ready in April. Finally, the new walks leaflet was well under way and it was hoped to turn the information over to SCC by the end of April.

8. Correspondence:

- 8.1 **MSDC:** The information on Walking Festival 2016 & request for ideas and walk leaders for Year of Walking was noted.
- 8.2 **Suffolk Constabulary:** The details of changes to Safer Neighbourhood Teams were noted. Reports would no longer be made to councils each month and the number of local crimes could instead be found online at www.suffolk.police.uk.
- 8.3 **SCC:** The Creating Greenest County survey information was noted.
- 8.4 **Botesdale Village Hall Management Committee:** It was noted that the AGM of Botesdale VH on Monday, 18 April at 7.30pm. Cllr Baxter would continue to represent the PC on the Committee.
- 8.5 **St Botolph's Friends:** The request was agreed for use of the Market Place for annual plant sale on Saturday, 23 April between 10am and 12pm and the annual garage sale trail on Saturday, 14 May between 9am and 12pm.

9. General Items:

- 9.1 **Annual Parish Meeting:** It was agreed that the meeting would focus on the results of the Traffic Survey and the Clerk would check to see if a projector was need. The Chairman would arrange refreshments.
- 9.2 **Internal Audit Review:** The Chairman had carried out the review based on the internal controls checklist provided by the Suffolk Association of Local Councils, and had signed off on them. It was RESOLVED, with all agreed, to accept the review.
- 9.3 **Internal Auditor:** It was RESOLVED, with all agreed, to appoint SALC as internal auditor for the year-end accounts.
- 9.4 **Soapbox Derby:** The Soap Box team had decided to aim for August 2017 bank holiday as the amount of organisation required would make it very difficult to meet a 2016 deadline. There were plans to set up a website and Facebook page and they had discussed financial support with local businesses.
- 9.5 **Neighbourhood Plan:** It was agreed to look into this in more depth at the next meeting and the Chairman would write to Rickingham PC to suggest a joint effort.
- 9.6 **Community Bus:** The PCs had received an initial proposal from SCC for the Parish Councils to oversee the local bus service. It was proposed that the bus would be given to Rickingham PC along with a grant of £2,000 from the County Councillor's Locality Budget and £500 from SCC to pay for essential start-up costs. It was noted that fares were projected to cover running costs and the service would need to be transferred by 10 June. The Chairmen, the Clerk and the co-ordinator of the service had attended a meeting with SCC on 9 March to discuss the details. It was agreed to support the endeavour wherever possible.
- 9.7 **Byelaws and Public Nuisance:** The PC noted the report from the Clerk on tools for dealing with inconsiderate behaviour such as dog fouling and parking issues.

10. Finance:

- 10.1 **Account Balance:** £ 21,209.93
Income: £ 350.00 Rickingham PC – Xmas Tree

10.2 **Accounts for Payment:**

L Jackson-Eve	£	343.18	Sal/Exps Feb 16
T Gaddis	£	120.12	Street Cln/Play Area up to Mar 16
LCPAS	£	8.33	Public Nuisance & Byelaws Course
Bots Village Hall MC	£	90.00	Meeting Room Hire 10/15 – 03/16
C Burnard	£	96.00	Hydraulic Lift Hire for Xmas Tree
Rickinghall PC	£	190.00	½ Cost of installing notice board
CC & Tree Services	£	560.00	Work to trees at play area (horse chestnuts to be done in April)

RESOLVED, with all agreed, to approve payment of the accounts above.

11. **Councillors Reports:**

- **Barwoods:** The group was planning a guided tour of Barwoods-managed sites on 5 June at 2pm.
- **Village Hall:** New flooring had been chosen and would cost approximately £4,000. It would be fitted at the end of July.

12. **Highways Issues:** None.

13. **Welcome Pack:** Cllr Bavington-Lowe would need two welcome packs.

14. **Items for the next meeting:** None.

9.23pm Under the **Public Bodies (Admission to Meetings) Act 1960** the Council resolved to close the meeting to the public because of the confidential nature of the following items on the agenda.

15. **Employment Matters:** The Clerk had confirmed that her hours had been steadily increasing and it was therefore RESOLVED, with all in favour, to increase her weekly hours from 6 to 8. Additionally, the PC had agreed in June 2013 to pay the Clerk overtime for the extras hours worked with no staff cover provided during holidays and this had been paid as a lump sum every April for the previous year (e.g. April 2015 to March 2016). It was RESOLVED, with all in favour, to make the payment for 2015-16 in April 2016 and pay it thereafter, from 1 April 2016, on a monthly basis.

16. **Next Meeting:** 11 April 2016 (PC Meeting)
25 April 2016 (Annual Parish Meeting at 7pm)

The Chairman closed the meeting at 9.28pm.