

# BOTESDALE PARISH COUNCIL

Minutes of the meeting held Monday 12 September 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)

District Councillor Derek Osborne  
Parish Clerk – Leeann Jackson-Eve  
1 Member 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 4 July 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:** 7.34pm RESOLVED, with all agreed, to adjourn the meeting for the public forum. *District Cllr Derek Osborne gave the PC some information about a free grant funding event for community groups at Lavenham Village Hall on 19 October.* The Chairman reconvened the meeting at 7.37pm.
6. **Planning:**
  - 6.1 **Planning Applications:** None.
  - 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 been in contact with the representative of the Post Office responsible for securing PO services for the community and met her on site on 22 August to tour the villages to identify any retail outlets and public halls/spaces that might be suitable for mobile PO arrangements. The conclusion was that there are no suitable retail outlets (the Co-op is ruled out by an existing contractual issue). He had also liaised with the Community Transport team to arrange a special service to Wortham PO on Monday and Friday afternoons. The Chairman had attended the meeting with SCC on 18 August and had passed on some information to the Highways officer concerning the hole near the Blue Orchid. A resident had come forward with the information that a brick culvert had run down the hill from Street Farm to Fen Lane as part of a water supply/drainage system for the Street Farm yards.
  - 7.2 **Clerk:** The Clerk reported concerning the hole near the Blue Orchid that SCC had only recently received the contractor's report and the information was insufficient to provide an explanation. More investigation would be necessary. There was no response yet on the Centenary Fields programme. A postcard had been received from a resident thanking the PC for arranging the installation of a new footbridge on the path from Cherry Tree Lane to Redgrave. The new Botesdale and Rickinghall walks leaflet was now available in draft form.
8. **Correspondence:**
  - 8.1 **Post Office:** The notification of closure of the PO and update on status of replacement services was noted, including the amended closure date of 27 August due to the owner's illness.
  - 8.2 **SCC:** It was noted that SCC would undertake road repairs and surface dressing (next year) of The Common.

- 8.3 **B & R Pre-School:** The request for funding for installation of electricity in the new shed was noted and it was agreed to request more information about cost and supply.
- 8.4 **SALC:** The information about the Housing and Planning Act 2016 Neighbourhood Planning was noted.
- 8.5 **SCC:** The PC noted that Community Action Suffolk would take over hosting Onesuffolk websites from SCC. It was RESOLVED, with all agreed, to pay the new annual charge of £50.

9. **General Items:**

- 9.1 **Traffic Issues:** There had been a site meeting with an SCC Highways officer and he had agreed to draw up quotes for double-yellow lines at the junction of Back Hills and The Drift, both opposite the junction and on either side of The Drift along Back Hills, and at Garden House Lane in Rickingham. The meeting also looked at the junction of Mill Road North with The Street but advice was that there was no way to improve visibility even slightly, due to the curvature of the road, without removing parking from the junction of Mill Road North all the way down to the Blue Orchid. Botesdale PC would share the costs proportionally, with one set of lines in Botesdale and two in Rickingham, at the Co-op and Garden House Lane.
- 9.2 **Play Area:** The report for 2015 was noted and it was agreed to discuss it further at the October meeting. Councillors would consider new safety surfacing under the swings. The Clerk would order some graffiti wipes.
- 9.3 **Review and Update of Council Documents:** The PC noted the drafts of new Standing Orders and Financial Regulations for review at October meeting.
- 9.4 **Christmas Event:** The PC RESOLVED, with all in favour, to accept the quote for £530.00 for the Christmas tree. The tree would be delivered on Friday, 25 November. The Lights On event would take place at 6.15pm on Saturday, 3 December. It was agreed to hold the school art competition and look into provision of music.

10. **Finance:**

10.1	<b>Account Balance:</b>	£25,872.95	
	<b>Income:</b>	£ 597.12	Transparency Fund
		£ 1.31	Bank Interest

10.2 **Accounts for Payment:**

L Jackson-Eve	£ 542.37	Sal/Exps Aug 16
T Gaddis	£ 187.19	Street/Play Area/Grass Sep 16
SALC	£ 192.00	Internal Audit Fees
J Canning	£ 40.00	Cost of Remembrance Sunday
Came & Company	£ 1,078.42	Insurance 10/2016 - 09/2017

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

- 10.3 **Internal Audit Report:** The Report was noted and no issues were raised.

11. **Councillors Reports:**

- **Tree Warden:** Cllr Liddle was working on a handbook to give residents information on tree work.

- 12. **Highways Issues:** The railings on the left just past the Bowls Club on Fen Lane needed repair. The Clerk reported that UK Power Networks not yet produced a quote for the work on lights 12 & 14 in Bridewell Lane. The Clerk would follow up on the report of damage to the road edges of Bridewell Lane.

- 13. **Welcome Pack:** Three were needed.

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

- 15. **Next Meeting:** 10 October 2016

The Chairman closed the meeting at 9.35pm.