

BOTESDALE PARISH COUNCIL

Minutes of the meeting held Monday 3 April 2017
Botesdale Village Hall

Present: Cllr John Abraham
Cllr Ernie Baxter
Cllr Caroline Stratford

Cllr Desmond Bavington-Lowe
Cllr William Sargeant (Chairman)

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

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

1. **Apologies for absence:** Cllr Mike Bishop and Cllr Ken Liddle
2. **Casual Vacancies:** None.
3. **To confirm the Minutes of the Meeting held 6 March 2017.** The minutes of the Meeting, circulated prior to the meeting, were agreed and signed.
4. **Members Declarations of Interests and Dispensations:** None.
5. **Public Forum:** District Cllr Osborne reported that MSDC had purchased two redundant sites from Suffolk County Council, in Eye and Stowmarket, to redevelop as social housing. County Cllr Fleming reported that a lot of resources had recently gone into highways resurfacing and regional housing growth meant that the County had a lot of work to try to avoid problems with infrastructure.
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:**
 - 6.3.1 **Land at Common Road, Botesdale.** Ref. 0038/17. Erection of 2 agricultural buildings, machinery storage building and residential dwelling in association with cattle breeding business. PLANNING PERMISSION REFUSED.
 - 6.4 **Neighbourhood Plan:** Cllr Bavington-Lowe reported that several meetings of the Steering Group had taken place as well as another Forum meeting. The SG had hosted information stands at the Farmers' Market and the Co-op and names of interested residents were collected. The NHP now had a logo courtesy of Jordan Fox, who was a member of the SG, and had chosen a consultant to advise on the process and provide some expertise. The application for the designated area of the NP was submitted to the District Council last month and was in the consultation period now, ending 28 April. The Steering Group would soon start gathering information to go in the NP, including a Housing Needs survey.
7. **Progress Reports:**
 - 7.1 **Chairman:** The Chairman had looked into police reporting of crimes, including the Police Crime Map, and reported that it was very difficult to interpret the statistics without expert assistance.
 - 7.2 **Clerk:** The Clerk reported that the Call for Sites of under 2ha was entering the assessment phase.
8. **Correspondence:**
 - 8.1 **MSDC:** It was noted that "Chapel Close" had been suggested as the street name for "Land to the Rear of Osmond House". Cllrs who knew the history of the site suggested it should be named something relating to the gas works next door and it was RESOLVED, with all in favour, to suggest the name "Gas House Close". It was noted that the folly on site was made from clinker from the gas works.

- 8.2 **Post Office:** A letter from the PO confirmed that they considered the lack of post office facilities in Botesdale/Rickinghall to be a temporary situation. A mobile post office run by outreach services was suggested (where an established Postmaster will travel to, or oversee service at, another community). The vacancy in Rickinghall had been advertised on the Post Office website and they were trying to find a Postmaster who might be interested in running an outreach service in the villages.
- 8.3 **Diss CAB:** It was agreed to consider this at item 9.4.
- 8.4 **MSDC:** The Town and Parish Newsletter was noted.
- 8.5 **Footpaths and Streams Project:** Councillors noted the work carried out by David Green and Chris Lambert, who were the only remaining members of the project, and thanked them for their hard work. The area was currently looking good but nettles would soon arrive and it was agreed that some extra help was needed. It was therefore RESOLVED, with all in favour, to fund two visits from the Community Payback Team at approximately £70 per visit.
- 8.6 **SALC:** The training available for councillors was noted.
- 8.7 **SALC:** The PC agreed the new recommendation for public participation in PC meetings – to not close the meeting for the public forum and to allow attendees to speak within reason during the meeting.

9. General Items:

- 9.1 **Traffic Restriction Order:** It was noted that SCC required a copy of the minute agreeing the quote for the work before placing the order.
- 9.2 **Vehicle Activated Sign:** The sign had been ordered and a delivery date was to be confirmed. The results of the post site application had not yet been received.
- 9.3 **Play Area:** The installation date for the new play equipment and refurbishment was to be confirmed.
- 9.4 **Payment of Grant funding:** The Council RESOLVED, with all agreed, to make the following payments from its 2017/18 budget, leaving a balance of £120:
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|-----------------------------|-------|-----------------------------------|
| RBR PCC | £ 600 | Churchyard Maint s214(6) LGA 1972 |
| Rickinghall Day Centre | £ 110 | s137 LGA 1972 |
| East Anglia Air Ambulance | £ 100 | s137 LGA 1972 |
| Methodist Chapel | £ 100 | s137 LGA 1972 (new furnishings) |
| Royal British Legion | £ 60 | s137 LGA 1972 (wreath) |
| Barwoods | £ 50 | s137 LGA 1972 (public insurance) |
| Headway | £ 50 | s137 LGA 1972 |
| Diss CAB | £ 50 | s137 LGA 1972 |
| Botesdale & Rickinghall NHW | £ 30 | s137 LGA 1972 |
| Gislingham Silver Band | £ 30 | s137 LGA 1972 (Xmas Lights On) |
- It was noted that funding for the Remembrance Ceremony/wreath and the Gislingham Band would be paid closer to the date and other grants paid in May.
- 9.5 **Street Sweeping and Grass Cutting Contract:** The PC considered the level of hourly rate in 2017/18 (currently £8.08/hour) and noted that a 2.5% increase (in line with state pension increase for 2017) would be £8.28/hour. It was RESOLVED, with all in favour, to accept the proposed increase to £8.28.

10. Finance

- 10.1 **Account Balance:** £29,885.71
- Income:** £ 280.00 MSDC Cleansing Grant 4th quarter
- 10.2 **Accounts for Payment:**
- | | | |
|----------------------------|------------|--|
| L Jackson-Eve | £ 520.84 | Sal/Exps Apr 17 |
| T Gaddis | £ 242.55 | Street Cln/Play Area Apr 17 |
| HMRC | £ 119.00 | PAYE for LJE – 4 th quarter |
| Redgrave Parish Magazine | £ 130.00 | Ad in Parish Mag for 12 months |
| Botesdale VHM | £ 94.50 | Hire of Hall for Oct 16 – Mar 17 |
| Rickinghall Parish Council | £ 1,500.00 | Contribution Neighbourhood Plan |
- RESOLVED, with all agreed, to approve payment of the accounts above.
- 10.3 **Quarterly Budget Report:** The report for Jan – Mar 2017 was noted. It was RESOLVED, with all agreed, to approve the increase in the amount of earmarked funds by £8,430 to £28,200, including unspent funds for street light improvements, play area improvements and the purchase of the vehicle activated sign.

11. **Councillors Reports:**

- Play Area: It was agreed to ask T Gaddis to burn the brush/ivy from the fallen tree.
- SALC/Parish Liaison: The last meeting had taken place in mid-March and focussed on planning. There would be no more Village of the Year as interest had dropped. The next Parish Liaison meeting would be on 18 May and the Chairman and Clerk would attend.
- Village Hall: There was need for more storage space.
- War Memorial: It was agreed to take down the wreaths at the end of April.

12. **Highways Issues:** The Clerk would report a collapsed ditch outside Farnish House.

13. **Welcome Pack:** None.

14. **Matters to be brought to the attention of the Council:** It was agreed to put an update on the Footpath map display in the parish magazine.

15. **Next Meeting:** 8 May 2017

The Chairman closed the meeting at 9.26pm.