

BOTESDALE PARISH COUNCIL

Minutes of the meeting held Monday 9 February 2015
at Botesdale Village Hall

Present: Cllr John Abraham
Cllr David Green
Cllr William Sargeant (Chairman)
Cllr Ernie Baxter
Cllr Eric Hathaway
District Cllr Sara Michell
County Cllr Jessica Fleming
Sgt Tony Watts
1 Member of the Public

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

1. **To receive apologies for absence.** Apologies were received from Cllrs Burgess and Bishop.
2. **To confirm the Minutes of the Meeting held 12 January 2015.** The minutes of the Meeting, circulated with the agenda, were agreed and signed.
3. **Members Declarations of Interests and Dispensations:** None.
4. **Public Forum:** 7.34pm RESOLVED, with all agreed, to adjourn the meeting for the public forum. The Chairman reconvened the meeting at 8.14pm.
5. **Planning:**
 - 5.1 **Planning Applications:** None.
 - 5.2 **Notice of Intent to prune/remove tree(s) in the Conservation Area:** None.
 - 5.3 **Notification of Planning Decisions by Mid Suffolk DC:**
 - 5.3.1 **The Priory, The Street, Botesdale.** Ref: 0045/15. Copper Beech - Reduce outermost spread of lower canopy overhanging highway by up to 5m and reduce limbs near corner of house by up to 3m. NO OBJECTION.
6. **Progress Reports:**
 - 6.1 Chairman: The Chairman had attended the Suffolk Association of Local Councils Board meeting where the new Transparency Code for smaller councils had been discussed.
 - 6.2 Clerk: The Clerk had several training sessions lined up for the next month including Risk Assessment training, a Local Plan Briefing, an Elections briefing and an External Audit briefing.
7. **Correspondence:**
 - 7.1 **SCC:** The information on Flooding responses and procedures was noted.
 - 7.2 **MSDC:** The Community Infrastructure Levy Revised Draft Schedule was noted.
 - 7.3 **MSDC:** It was noted that the drafting of the new Local Plan was in the first stage of consultation and briefings would be held at MSDC offices later in the month.
 - 7.4 **SALC:** The information on a new transparency code for councils with an annual turnover not exceeding £25,000 was noted. The requirements would come into effect in July 2015.
 - 7.5 **MSDC:** The Parish Newsletter was noted.
8. **General Items:**
 - 8.1 **Annual Parish Meeting:** It was agreed to hold the meeting at 7pm on Monday, 27 April. It was noted that the deadline for reports would be 30 March.
 - 8.2 **Section 106 Funding:** It was reported that £nil was available for village halls and £2,258.63 for outdoor sports facilities, as a result of development in Botesdale parish.

- 8.3 **Notice Board:** The PC considered four quotes for a proposed new notice board to be erected in a central location and shared by Rickingham Parish Council. Although it was not the lowest quote, Harry Stebbing Workshop was a local business, unlike any of the others, had more robust glazing and post installation and was a higher quality wood. The PC RESOLVED, with all in favour, to accept the quote for £1,364 with the cost to be shared by Rickingham Parish Council, subject to some further negotiation on the total with the provider.
- 8.4 **Annual Newsletter:** Councillors would consider a theme, for discussion at the next meeting.
- 8.5 **Internal Audit Review:** It was agreed to appoint Cllr Sargeant to carry out the review.
- 8.6 **Banking Arrangements:** The current banking arrangements with Lloyds were unsatisfactory due to the uncertain status of the account. The account had been set up prior to the current system and that type of account no longer existed or was acknowledged by Lloyds, though it was still basically functional. The Clerk and Chairman had researched three suitable accounts and recommended the Co-operative Bank Community DirectPlus as it met the requirement of allowing two signatures for payments and provided a small amount of interest on balances. It was therefore RESOLVED, with all in favour, to switch to a DirectPlus current account over the next month. Cllrs Sargeant, Baxter and Abraham agreed to be signatories.
- 8.7 **Litter Pick:** It was agreed to hold this on Saturday, 18 April at 10am-12pm.

9. **Finance:**

9.1 **Account Balances:**

Current Account	£ 2,932.53
Deposit Account	£ 14,866.25

9.2 **Accounts for Payment:**

L Jackson-Eve	£ 352.15	Sal/Exps Feb 15
T Gaddis	£ 117.24	Street Clean/Play Area Feb 15
Streetmaster	£ 692.40	Market Place Bench
Community Action Suffolk	£ 10.00	Risk Assessment Training LJE
TBS	£ 104.16	Christmas Tree Barriers

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

10. **Councillors Reports:**

- Village Hall: The VH was currently updating its storage facilities.
- War Memorial: It was agreed to leave the wreaths as long as they were presentable.

11. **Highways Issues:** The surface of Fen Lane was still deteriorating. The Clerk to report again.

12. **Welcome Pack:** One.

13. **Matters to be brought to the attention of the Council/Items for the next agenda:** None.

14. **Next Meeting:** 9 March 2015

The Chairman closed the meeting at 9.25pm.