

BOTESDALE PARISH COUNCIL

Minutes of the meeting held Monday 5 February 2018
Botesdale Village Hall

Present: Cllr Des Bavington-Lowe Cllr Ernie Baxter
Cllr David Green Cllr Chris Lambert
Cllr Caroline Stratford Cllr William Sargeant (Chairman)

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

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

1. **Apologies for absence:** Cllrs Abraham and Bishop.
2. **Casual Vacancies:** Two prospective candidates, David Green and Chris Lambert, were considered by the Council. It was RESOLVED unanimously to co-opt Mr Green and Mr Lambert, who were invited to take their seats on the Council. Both are former councillors and were welcomed back by the Parish Council. One vacancy remained.
3. **To confirm the Minutes of the Meeting held 8 January 2018.** The minutes, circulated prior to the meeting, were agreed and signed.
4. **Members Declarations of Interests and Dispensations:** Cllr Sargeant declared an interest in item 8.3 as a family member worked for St Nicholas Hospice.
5. **Public Forum:** The owners of Bell Hill House thanked the PC for its support in objecting to the planning application for conversion of the newsagent/post office premises to a takeaway. Thanks also went to the Chairman, who attended the Planning Committee meeting in Ipswich only to find the application withdrawn before it was discussed. This was due to the need for significant alterations to plans for the interior of the shop area to avoid damage to the joists of the adjoining property. It wasn't known whether another application would be made.

Peter Beck, the Neighbourhood Watch Co-ordinator noted that there were vacancies for area co-ordinators.

The Parish Council asked County Cllr Fleming to find out whether The Street in Botesdale was due for resurfacing.

6. **Planning:**

6.1 **Planning Applications:**

6.1.1 **Land South of Diss Road.** Ref. DC/17/02760. Outline planning application (Access to be considered) - Erection of up to 69 dwellings, open space and associated infrastructure. Reconsultation due to new documents. The Parish Council reviewed the latest submission from Llanover/Bidwells on the application DC/17/02760, and recent responses from the consultees and agreed with the consultees that the information had not materially changed the case. The issues remaining with the Highways comments were likely to be resolved by applying conditions to the application if approved. However, the heritage issues concerning the impact on the setting of Tollgate House remained, and there were consistent arguments presented by The Suffolk Preservation Society, Patrick Taylor (a conservation architect), and the Mid Suffolk Heritage Officer that the proposed access immediately across from Tollgate House presented an unacceptable harm to the setting and the significance of the building. The Parish Council did not consider that the additional information affected the conclusions drawn in the Parish Council's original submission that the scale of the development, and particularly the proposed access, did not promote good design and had a harmful impact on Tollgate House and the character of the village. It was therefore, RESOLVED, with all agreed, to object to the application.

- 6.1.2 **Cedar Lodge, The Drift.** Ref. DC/18/00201. Planning Application. Erection of a tree house in the back-garden area. It was RESOLVED, with all agreed, to have no objection to 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:**
- 6.3.1 **Land at Common Road.** Ref. DC/17/03002. Erection of 2 agricultural buildings, machinery storage building and residential dwelling in association with cattle breeding business. Planning Permission GRANTED.
- 6.3.2 **Botesdale Health Centre, Back Hills.** Ref. DC/17/05623. Planning Application - Erection of a 2-storey extension comprising of 3 x new clinic rooms, 1 x consulting room, new resuscitation unit, new community hospice and new external courtyard space between existing and proposed buildings. Planning Permission GRANTED.
- 6.3.3 **Barn, Land at Lodge Farm, The Common.** Ref. DC/17/05379. Prior Approval Application under Part 3, Class N (a) and (b) of the Town and Country Planning (General Permitted Development (England) Order 2015 - Change of use of barn to form a dwelling. Planning Permission REFUSED.
- 6.4 **Neighbourhood Plan Update:** The Chairman reported that a NP Forum meeting would be held at 7.30pm on Wednesday, 21 February at the Botesdale Village Hall.

7. Progress Reports:

- 7.1 **Chairman:** The Chairman reported that
- Three councillors were among the mourners at the funeral of Councillor Ken Liddle.
 - Some tree damage had occurred at the play area during recent high winds.
- 7.2 **Clerk:** The Traffic Restriction Order for double-yellow lines at the Co-op and Garden House Lane junctions was currently being advertised for public comment.

8. Correspondence:

- 8.1 **MSDC:** Councillors noted the request from MSDC to update their Registers of Interest and would notify the Clerk if any changes needed to be made.
- 8.2 **Suffolk Neighbourhood Watch Association:** The PC noted the transfer of "ownership" of local NHW from the police to the SNWA. It was agreed consider the donation request together with other requests in May.
- 8.3 **St Nicholas Hospice:** The PC agreed to express interest in the offer to hold a fundraising carolling event in the village over the weekend of 14-16 December and request to be kept informed.
- 8.4 **Age UK:** It was agreed consider this together with other donation requests in May.
- 8.5 **Friends of Botesdale Health Centre:** The thank you for the donation from the Christmas Eve event was noted.
- 8.6 **G Lawrence:** The update on the Community Transport scheme was noted.
- 8.7 **MSDC:** The PC received the invitation to workshops on Community Infrastructure Levy and how it could be spent. The nearest event was at Elmswell Community Centre at 10am and 6pm on 19 February. The Clerk and Chairman would attend the morning session.

9. General Items:

- 9.1 **Annual Newsletter:** It was agreed that councillors would consider a theme, to be discussed further in March, and note the deadline for councillor reports (Tree Warden, Footpaths, Litter Pick) by 18 April. Cllr Lambert would also draft an article about the Streams and Footpaths project.
- 9.2 **Internal Audit Review:** It was RESOLVED, with all agreed, to appoint Cllr Sargeant to carry out the annual review.
- 9.3 **Vehicle Activated Sign:** Councillors noted the January data, which revealed that at all times of the day more than 50% of cars entering the village were over the 30mph limit. It was agreed to put the data on the website and email it to Peter Beck, the Neighbourhood Watch coordinator.
- 9.4 **Community Housing Fund and Community Land Trusts:** The PC noted the availability of funding for community housing projects and agreed that it would be

useful to consult with the community on setting up a Community Land Trust to pursue local projects, possibly as an element of the Neighbourhood Plan.

- 9.5 **Data Protection Regulations:** The PC noted that new regulations will apply from 25 May 2018 and the steps the Council needed to take to be compliant. It was RESOLVED, with all agreed, to appoint a third-party Data Protection Officer in the first year to support the Clerk as it was currently unclear whether the Clerk could act as DPO. It was agreed to accept a quote from the Local Council Public Advisory Service for £650 for a combined service to Redgrave (£150), Botesdale (£250) and Rickingham (£250).

10. Finance

10.1 **Account Balance:** £28,902.04
Income: £ 0.00

10.2 Accounts for Payment:

L Jackson-Eve	£	565.78	Sal/Exps Jan 18
T Gaddis	£	125.58	St Clean Feb 18
S Green	£	10.00	Bus Stop Clean
TBS Hire	£	38.40	Xmas Barrier Hire Jan 18

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

11. Councillors Reports:

- **Barwoods:** It was noted that they were still interested in a triangle of land next to the marl pits on the south side of the bypass. It had been confirmed that this was not the only plot of land owned by Llanover south of the bypass.
- **Playing Field:** It was agreed to ask Tim Gaddis to remove a small tree down on the east side under the trees.
- **Public Rights of Way:** Cllr Lambert agreed to be the Footpaths Officer. There were a few trees down on paths and many had already been reported to SCC.
- **Tree Warden:** Cllr Green would take on this role.
- **Village Hall:** The pre-school had requested that the VH enable an electricity supply to be taken to the log cabin and this had been agreed subject to further agreement being sought from the Diocesan Board of Finance, the Parochial Church Council and the insurance company. Quotes had been obtained for internal redecoration of the hall and replacement of two windows with a like-for-like design. It had been confirmed with MSDC that planning permission was not required.

12. **Highways Issues:** There was a hole in the footway at the corner of The Drift.

13. **Welcome Pack:** None.

14. **Matters to be brought to the attention of the Council:** It was noted that regular litter pickers were finding a lot of polystyrene boxes – the type used by the Fish and Chip Shop – on routes out of the village. It was agreed that this should be brought to the attention of the Shop.

15. **Next Meeting:** 5 March 2018

16. **To consider the exclusion of the public and press in the public interest under section 100A of the Local Government Act 1972 for consideration of the following items:** Personnel Issues – Clerk's Pension. It was noted that the Clerk, Leeann Jackson-Eve, was a contributory employee and her contract stated that she was eligible to be enrolled in the Local Government Pension Scheme, under LG Pension Scheme Regs 1997, SI 1997/1612 (as amended). Therefore, it was RESOLVED, with all agreed, to enrol Leeann Jackson-Eve in the LG Pension Scheme with immediate effect. The Clerk would be asked to make the necessary arrangements with SCC, the LGPS fund manager.

The Chairman closed the meeting at 9.25 pm.