

BOTESDALE PARISH COUNCIL

Minutes of the meeting held Monday, 8 October 2018
Botesdale Village Hall

Present: Cllr John Abraham
Cllr Ernie Baxter
Cllr Chris Lambert
Cllr William Sargeant (Chairman)

Cllr Des Bavington-Lowe
Cllr Victoria Curry
Cllr Greg Russell
Cllr Caroline Stratford

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

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

1. **Apologies for absence:** Cllr David Green.
2. **To confirm the Minutes of the Meeting held 3 September 2018.** The minutes, circulated prior to the meeting, were agreed and signed.
3. **Members Declarations of Interests and Dispensations:** Cllr Stratford declared an interest in item 5.1.2 as the immediate neighbour of Virginia Cottage.
4. **Public Forum:** County Cllr Fleming reported that Suffolk's 2019/2020 Budget Consultation was open and could be accessed by visiting www.suffolk.gov.uk/budget2019. Hard copies would be available from libraries. The consultation closed at 5pm on Friday 16 November. The deadline for applications to secure a place at a Suffolk secondary school for 2019/ 20 was 31st October 2018. For primary schools it was 15th January 2019. Secondary schools included high and upper schools and primary schools included infant, junior and middle schools. The new school transport policy offering service for new students only to the nearest suitable school would commence in September 2019.

District Cllr Osborne reported that the five-year housing supply figures for Mid Suffolk – reported in last month's magazine, had been challenged and would be reviewed.

A member of the public spoke about the planning application at Virginia Cottage, with concerns about the size of the house relative to the plot.

5. **Planning:**

5.1 **Planning Applications:**

5.1.1 **Stubbings Entry, Slough Road, Burgate.** Ref. DC/18/03751. Planning Application - Erection of 2no. clear span poultry houses. There was some concern about the effect the construction vehicles would have on the already damaged road and the additional vehicle movements once the poultry houses were constructed. However, if road improvements could be made, there would be no objection. It was RESOLVED, with all agreed, to have no objection.

5.1.2 **Land adjacent Virginia Cottage, The Street.** Ref. DC/18/04339. Planning Application - Erection of 1no. dwelling and garage and creation of vehicular access. Having declared an interest, Cllr Stratford left the meeting during the discussion. It was felt that the amount of land allocated to the new dwelling was disproportionately small compared to the existing dwelling, particularly in the context of the rest of the properties on Diss Road, all of which had sizeable gardens. As a result, the proposed plot felt quite constrained and the PC therefore RESOLVED, with all agreed, to object to the application.

5.2 **Notice of Intent to prune/remove tree(s) in the Conservation Area:**

5.2.1 **Woodstock Barn, Chapel Lane.** Ref. DC/18/04434. Notification of works to Trees in a Conservation Area - Reduce all hedges by 1/3, Remove 1no. Ash, Reduce 3no. Cherry by 1/3, Reduce 1no. Maple by 1/3, Reduce 1no. Silver Birch and 1no. Fruit Tree. It was RESOLVED, with all agreed, to have no objection.

5.3 **Notification of Planning Decisions/Appeals by Mid Suffolk DC:**

5.3.1 **The Priory, The Street.** Ref. DC/18/00919. Householder Application. Erection of replacement driveway gates. Planning Permission GRANTED.

5.3.2 **Barn at Lodge Farm, Mill Road.** Ref. DC/18/03538. Notification for Prior Approval for a Proposed Change of Use of Agricultural Building to a Dwellinghouse (Class C3) and for Associated Operational Development under Schedule 2, Part 3, Class Q (a) and (b) of the Town and Country Planning (General Permitted Development) Order 2015. Prior Approval REFUSED.

5.4 **Neighbourhood Plan Update:** Cllr Sargeant reported that the draft had received its informal review from Mid Suffolk District Council and there would be a councillors' briefing on at 7.30pm on 22 October at the Botesdale Village Hall prior to circulation of the Plan and its consideration for approval at the November meeting. The public consultation would start on 9 November and finish on 21 December. There would be three launch events – on 10 November, 9am – 2pm at Botesdale Village Hall; 16 November, 2.30pm – 7pm at Rickinghall Village Hall; or 17 November, 9am – 2pm at Rickinghall Village Hall. Alternatively, residents could comment via a link on the Botesdale PC or Rickinghall PC websites. There would also be locations where residents could access a hard copy.

6. **Progress Reports:**

6.1 **Chairman:** The Chairman reported that

- There were no updates to the Police newsletter or crime map.
- A Post Office adviser had visited to meet the PC Chairmen and Rickinghall Village Hall representatives. Two visits a week to the Rickinghall VH car park by a mobile van had been agreed. It was hoped that this would commence before Christmas.

6.2 **Clerk:** The Clerk reported that

- The hardstanding planned for the youth shelter was being chased up.
- A "No access to Mill Lane" sign had been ordered for the entrance to Fen Lane.

7. **Correspondence:**

7.1 **SCC:** The PC confirmed the footpath cutting programme for 2019. SCC would be asked to stop cutting B6 and B15 – the PC would continue to cut these – and cut B9 and B4 instead. There was some confusion about the route for B1 which SCC would be asked to clarify.

7.2 **MSDC:** The successful bid by Botesdale Health Centre for Community Infrastructure Levy funds was noted.

7.3 **MSDC:** The Bid Round 2 for Community Infrastructure Levy funds was noted.

7.4 **SALC:** The PC noted the "Voice of the Councillor" event hosted by De Montfort University.

7.5 **Environment Agency:** The PC noted the request for feedback on flooding strategy.

7.6 **Tree Warden:** The PC noted the upcoming event – an Autumn Fair in Eye on 13 October.

7.7 **Resident:** The PC received the complaint about hedges on Back Hills scratching cars; overgrowth on the verge impairing visibility when exiting onto the B1113; the state of the road through the village and inconsiderate parking opposite the fish and chip shop. The Chairman had inspected the hedges and growth on the verge and felt that they were acceptable. It was noted that the 30mph limit on the B1113 would be extended when the houses were built on the corner and that should make it safer to exit Back Hills. The PC would continue to push SCC to improve the road through the village and would ask the Police to check parking on Friday/Saturday evenings when possible.

8. **General Items:**

8.1 **Review and Update of Council Documents:** The PC reviewed the drafts of new Standing Orders and Financial Regulations and it was RESOLVED, with all in agreed, to accept the new Standing Orders and Financial Regulations, copies of which would go on the website.

8.2 **Risk Assessment:** The Council's policy for Risk Assessment had been expanded and reformatted to make it easier to understand. It was RESOLVED, with all

agreed, to accept the updated document and it was felt that, with the current policies in place, overall the risk remained LOW.

- 8.3 **Streams Project:** The PC noted the action plan for the upcoming season. A summer of strong growth and not enough undergrowth management had left the area requiring a significant investment in effort to restore its suitability for wildlife and to encourage a wider diversity of flora. Currently, streambeds were choked with silt and a semi-aquatic plant known as 'fools-watercress'. It was uncertain whether the eleven working parties planned over the autumn and winter would be enough, particularly as the team did not know yet how much assistance would be forthcoming. The team was likely to require specialist assistance with fallen tree cutting and disposal, with most of the remaining tasks to be carried out by the team. The scheduled working party dates were 14th, 28th October; 11th, 25th November; 2nd, 9th December; 5th, 19th January; 2nd, 16th & 23rd February
- 8.4 **Remembrance Day Event:** Cllr Lambert would attend the event.
- 8.5 **Play Area:** It was noted that the jet wash cleaning had been very successful, and it was RESOLVED, with all agreed, to establish a cleaning schedule three times a year to start – winter, spring and summer.
- 8.6 **Meeting Dates 2019:** These were agreed as follows - 7 Jan; 4 Feb; 4 Mar; 1 Apr; 13 May; 3 Jun; 1 Jul; 5 Aug (Planning only); 2 Sep; 7 Oct; 4 Nov; 2 Dec.

9. Finance

9.1	Account Balance:	£46,398.81	
	Income:	£ 750.00	MSDC Locality Budget
		£14,350.00	MSDC ½ Council Tax Precept

9.2 Accounts for Payment:

Admin Payments	£ 817.13	Not itemised due to GDPR
Street Sweeping etc.	£ 146.12	St Clean/Play Area/VAS Oct 18
PKF Littlejohn	£ 240.00	External Audit Fees 2018
Botesdale VH MC	£ 79.50	Hire of Hall Apr 18 – Sep 18
Mobile Jet Wash UK	£ 120.00	Play Area Clean
Community Action Suffolk	£ 60.00	Website Hosting 2018-19
Dissigns	£ 86.40	Play Area Signs

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

- 9.3 **Budget Report:** The 2nd Quarter report was noted.
- 9.4 **External Audit Report:** The External Audit report was noted and would be posted on the website.

10. Councillors Reports:

- **Playing Field:** Cllr Bavington-Lowe would be looking into consultants to give advice on improving the playing field.
- **SALC/Parish Liaison:** Cllr Sargeant was now Chairman of the SALC board. The next Parish Liaison meeting was on 9 October.
- **Village Hall:** It was noted that work to the guttering was completed and the boiler had been replaced. The external lights and one internal light would be replaced with LED lamps. The cooker and refrigerator would also be replaced. The roof had been surveyed with only minor recommendations. Safety data sheets were available for all cleaning items and the induction loop system would be inspected.
- **War Memorial:** The memorial and paving would be cleaned the following week.

11. **Highways Issues:** A sign at the entrance to the B1113 needed repair.

12. **Welcome Pack:** One to Cllr Bavington-Lowe.

13. **Matters to be brought to the attention of the Council:** None.

14. **Next Meeting:** 5 November 2018

The Chairman closed the meeting at 9.53 pm.