

BOTESDALE PARISH COUNCIL

Minutes of the meeting held Monday, 4 March 2019
Botesdale Village Hall

Present: Cllr John Abraham
Cllr Des Bavington-Lowe
Cllr David Green
Cllr Greg Russell
Cllr Ernie Baxter
Cllr Victoria Curry
Cllr Chris Lambert
Cllr William Sargeant (Chairman)

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

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

1. **Apologies for absence:** Cllr Caroline Stratford
2. **To confirm the Minutes of the Meeting held 4 February 2019.** The minutes, circulated prior to the meeting, were agreed and signed.
3. **Members Declarations of Interests and Dispensations:** None.
4. **Public Forum:** Neighbourhood Watch Co-ordinator Peter Beck reported that he had 48 residents on his circulation list. He had recently attended a meeting with the MSDC-funded PCSO, Bill Butcher. County Cllr Fleming reported that SCC's £519m budget had been approved for 2019/2020. Three quarters of the total spend went to Adult and Community Services (£243m) and Health, Wellbeing and Children's Services (£147m). General council tax would rise by 2.99%. She also reported that the new School Transport Policy was coming into effect in September 2019. For the September 2019 year, families with eligible child/ren needed to opt-in by 31st May to receive funded transport. Finally, she reported that the Newsagent application was likely to go to Planning Committee B on 24 April.
5. **Planning:**
 - 5.1 **Planning Applications:** None.
 - 5.2 **Notice of Intent to prune/remove tree(s) in the Conservation Area:**
 - 5.2.1 **White Gables, Back Hills.** Ref. DC/19/00827. Notification of Works to Trees in a Conservation Area - (T1) Ash - Fell, (T2), Eucalyptus - Fell, (T3) Leylandii – Pollard. It was RESOLVED, with all agreed, to have no objection.
 - 5.2.2 **The Old Cock House, Cherry Tree Lane.** Ref. DC/19/00833. Notification of works to Trees in a Conservation Area - Fell 1no. Ash. It was RESOLVED, with all agreed, to have no objection.
 - 5.2.3 **28 Back Hills.** Ref. DC/19/00957. Notification of Works to Trees in a Conservation Area - Fell silver birch. It was RESOLVED, with all agreed, to have no objection.
 - 5.3 **Notification of Planning Decisions/Appeals by Mid Suffolk DC:**
 - 5.3.1 **3, The Fairstead.** Ref. DC/18/05312. Householder Planning Application - Erection of a single storey extension (following demolition of conservatory). Planning Permission GRANTED.
 - 5.3.2 **Botesdale Dental Practice, The Drift.** Ref. DC/18/05306. Full Planning Application - Erection of a dental surgery. Planning Permission GRANTED.
 - 5.3.3 **Rydale House, Bridewell Lane.** Ref. DC/18/05569. Householder Planning Application - Erection of a single storey side extension. Planning Permission GRANTED.
 - 5.3.4 **Ivy House, Back Hills.** Ref DC/19/00032. Householder Application - Erection of single and two storey rear extensions. Planning Permission GRANTED.
 - 5.4 **Neighbourhood Plan Update:** The Neighbourhood Plan was still under consultation by MSDC and the deadline for comments was 4pm on Wednesday, 27 March 2019. After this the Parish Councils would be given an opportunity to consider and respond if they wished to any representations made, before the Plan was submitted for Examination.

6. Progress Reports:

- 6.1 **Chairman:** The Chairman reported that the mobile Post Office issues had been resolved and the service would be starting on 8 March at 2.45pm – 3.45pm. There was a defibrillator familiarisation event being held on Wednesday, 3 April at 2.30pm and Wednesday, 17 April at 7.30pm at Rickingham Village Hall. It was noted that the nearest publicly-accessible defibrillator to Botesdale was at the Co-op. The Chairman noted that this could be discussed with the village hall. He reported that he had been contacted by a resident concerned by the amount of fly-tipping and littering on/behind the layby just past Back Hills. A large proportion of it was polystyrene takeaway containers. It was agreed to encourage local takeaways to use more environmentally-friendly containers.
- 6.2 **Clerk:** The pothole in the Back Hills passing place had been repaired successfully and the Clerk would be meeting the same contractor on 5 March to discuss erecting a second “No through road” sign at the end of Fen Lane. The Clerk had received information on the extent of the highway at the bottom of Back Hills, which confirmed that it went right up to the properties. This argued against the placement of blocks and planters blocking the highway, but it was agreed that it would be satisfactory to simply move them back against the buildings.

7. Correspondence:

- 7.1 **SCC:** The PC noted that free bus passes would no longer be accepted on Connecting Communities bus services. This did not apply to regular commercial bus services.
- 7.2 **MSDC:** The PC received the information about the election process for councillors.
- 7.3 **SALC:** The PC noted the information on pre-election restrictions (purdah).
- 7.4 **MSDC:** The PC noted that a new CIL Bid round (no 3) would open on 1st May and closing 31st May 2019 - Community Infrastructure Levy. The funding was open to community groups with eligible projects. It was noted that Botesdale PC had some s106 funding available to it.
- 7.5 **Age UK:** The PC noted the information about Age UK.
- 7.6 **Botesdale Village Hall:** The AGM would take place on Monday, 8 April at 7pm.
- 7.7 **Botesdale Health Centre PPG:** The PC noted that the Patient Participation Group had requested consideration of parking issues at the Health Centre. This was based on feedback from the recent patient survey, which had highlighted the issue. Suggestions were made for using the rear car park for staff, leaving the front car park for patients, and working to maximise the space available.
- 7.8 **Resident:** The PC noted the complaints about parking in front of Farnish House, too close to the Bridewell Lane/Chapel Lane junction. Unfortunately, although the parking was inconsiderate, it was not illegal. It was agreed to look into putting notes on inconsiderately parked cars.
- 7.9 **Mid Suffolk CAB:** It was noted that the Citizens Advice Bureau had secure funding for the next financial year. The County Council would still reduce its funding to Citizens Advice by half in 2019/2020, but two Suffolk Clinical Commissioning Groups (CCGs) would make up the shortfall. CCGs were the NHS bodies responsible for commissioning health care services in their local area.

8. General Items:

- 8.1 **Vehicle Activated Sign:** Councillors noted the February data, which showed similar levels of speeding to the previous month.
- 8.2 **Play Area:** It was noted that Cllr Russell, Cllr Bavington-Lowe and the Clerk would meet a Groundwork representative on 6 March to discuss the design and consultation work on the play area.
- 8.3 **Annual Newsletter:** It was agreed to get quotes for both black & white and colour for printing the newsletter, but it was noted that there was less need for the latter this year as there were no colourful graphics.
- 8.4 **Internal Audit Review:** Cllrs Russell and Sargeant had carried out the review based on the internal controls checklist provided by the Suffolk Association of Local Councils and had signed off on them. It was RESOLVED, with all agreed, to accept the review.
- 8.5 **Internal Auditor:** It was RESOLVED, with all agreed, to appoint the Local Council Public Advisory Service to carry out the Internal Audit at a cost of £175.

9. Finance

9.1	Account Balance:	£36,572.15	
	Income:	£ 306.15	MSDC Street Cleaning Grant
9.2	Accounts for Payment:		
	Admin Payments	£ 781.46	Not itemised due to GDPR
	Street Sweeping etc.	£ 146.12	St Clean/Play Area/VAS Mar 19
	TBS Ltd	£ 42.00	Xmas Tree Barrier
	R Womack	£ 120.00	Playground jet wash
	M J Nunn Surfacing Ltd	£ 1,829.88	Road patching – Back Hills
	SALC	£ 61.80	Cllr Training - V Curry
	SCC	£ 909.69	Street Light Energy/Maint 2018-19
	Botesdale Village Hall	£ 99.00	Hall Hire Oct 2018 – March 2019

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

10. Councillors Reports:

- **Public Rights of Way:** It was noted that some waymarkers for the circular walks had disappeared, probably when signposts were replaced. The cost of replacement was £3.80 per waymarker and it was RESOLVED, with all agreed, to get 10.
- **SALC/Parish Liaison:** The Chairman had been elected Chair of the SALC board and NALC representative for SALC. The next Parish Liaison meeting was on 7 March in Henley.
- **Streams and Footpaths Project:** The last working party had been rained off so there would be one more on 10 March until they started again in October.
- **Village Hall:** The next meeting was on 11 March.

11. **Highways Issues:** The Clerk would report potholes on Bridewell Lane again and the missing bollards on the island at the junction of the B113 and the A143.

12. **Welcome Pack:** None.

13. **Matters for the next meeting of the Council:** Feedback on Councillors' training.

14. **Next Meeting:** 1 April 2019 – to start with Annual Parish Meeting at 7pm

The Chairman closed the meeting at 9.31 pm.