

# BOTESDALE PARISH COUNCIL

Minutes of the meeting held Monday, 6 January 2020  
Botesdale Village Hall

**Present:** Cllr Des Bavington-Lowe                      Cllr Victoria Curry  
              Cllr Simon Dickinson                        Cllr Greg Russell  
              Cllr William Sargeant (Chairman)        Cllr Caroline Stratford

Parish Clerk – Leeann Jackson-Eve  
1 Member of the Public

7.00pm        The Chairman welcomed those present and opened the meeting.

1. **Apologies for absence:** Cllr Ernie Baxter
2. **Casual Vacancies:** No applications.
3. **To confirm the Minutes of the Meeting held 2 December 2019.** 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 6.1.1 as an adjoining property owner.
5. **Public Forum:** A member of the public thanked the PC for supporting the Community Transport Service and spoke about plans for the Play Area, particularly against removal of any trees or provision of car parking.
6. **Planning:**
  - 6.1 **Planning Applications:**
    - 6.1.1 **Land at Back Hills.** Ref. DC/19/05152. APPLICATION FOR RESERVED MATTERS: Submission of details under Outline Planning Permission 0460/17 - appearance, scale, layout and landscaping (for residential development of 40 dwellings with associated improvements to public footpaths, creation of public open space and provision of an area of woodland to the Parish Council for use by the Woodland Group, Primary School and Pre-School). Councillors felt that it was generally an attractive development; the mix of styles and dwelling sizes was very good, and some care had been taken to ensure that it was in keeping with the village. The Parish Council was minded to support the application. However, there were some concerns that first needed to be addressed.
      - The sustainability of the development was difficult to evaluate from the information provided and required further evidence.
      - Although the open spaces were intended to be wildlife friendly, more information was needed on supporting wildlife circulation within the development and to/from the woodland and nearby fields.
      - The woodland was to be passed into the ownership of the Parish Council. It needed to be clarified that the PC would have vehicular right of way over the private road for maintenance purposes and the public would have pedestrian right of way over the private road for enjoyment of the woodland. Both vehicular and pedestrian access was required at the entrance from the development. Furthermore, pedestrian access to the woodland from Back Hills would require walking all the way down Back Hills, a narrow and well-travelled road, to the footpath and through the development. As residents were likely to pursue a shorter route, Councillors felt it would make sense to pre-empt that and provide safe access into the woodland from Back Hills, possibly on the north-east corner of the woodland as that was likely to provide the best visibility. This would also provide a safer access to the school for those who lived on that side of the development rather than walking the length of Back Hills. If this included a new footpath along the eastern length of the woodland, that would improve circulation for the residents.
      - Although access was not the subject of the application, the PC still felt strongly that moving the 30mph sign further north, well past Back Hills, would improve

the safety of this section of the road immeasurably and it was agreed to ask for MSDC's support in this regard.

Finally, the Botesdale and Rickinghall Neighbourhood Plan had received the endorsement of the community at referendum in November 2019 and it was agreed to remind MSDC that it should be taken into consideration when determining this and future applications.

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

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

6.2.1 **5, The Street.** Ref. DC/19/05484. Notification of Works to Trees in a Conservation Area - T1 (Walnut) - Fell. NO OBJECTION.

6.2.2 **10 Oswald Mews.** Ref. DC/19/05295. Application for works to trees in Conservation Area - Fell 1No tree to rear. NO OBJECTION.

6.4 **Neighbourhood Plan Update:** Although the Plan had been agreed at referendum and just waited for formal adoption by Mid Suffolk District Council at the end of January, there were Community Actions within it that needed to be taken forward. It was noted that these could be considered and prioritised under the umbrella of a Parish Infrastructure Investment Plan, which would also consider the allocation of income from the Community Infrastructure Levy. Botesdale and Rickinghall would now receive 25% of these funds due to having a Neighbourhood Plan. It was agreed to propose to Rickinghall the formation of an advisory group, composed initially of any members of the Neighbourhood Plan Steering Group who wished to continue.

7. **Progress Reports:**

7.1 **Chairman:** The Chairman reported that the tree had been removed and the Market Place cleared. The PC agreed to extend its thanks to everyone who helped bring Christmas to Botesdale Market Place, with particular thanks to Chris Burnard and everyone who assisted with the erection of the tree and the visit from Father Christmas. It was noted that the bucket collection in aid of the Friends of Botesdale Health Centre resulted in a £150 donation and so thanks were also extended to Botesdale and Rickinghall residents.

7.2 **Clerk:** The Clerk reported that

- The Christmas banner was deteriorating, and it was agreed to replace it. It was suggested that the new banner should wish residents both a 'Merry Christmas' and a 'Happy New Year'.
- Several potholes along The Street had been reported again and it was hoped that the request would meet with success under the new, more flexible criteria for pothole repairs introduced in November 2019.
- The steps at FP15 off Bridewell Lane had a damaged riser which had been reported.
- Bennett Homes had been sent information about the Neighbourhood Plan before Christmas and had replied to confirm that it had been forwarded to their architect. They had indicated that the reserved matters application was likely to be made in the next three months.

8. **Correspondence:** None.

9. **General Items:**

9.1 **VAS:** The PC noted the October/November data and that Rickinghall PC would be considering whether to continue using the sign as some felt it had little effect.

9.2 **Play Area:** There had been a meeting of the Play Area Regeneration Sub-Committee on 9 December and Cllr Russell would be acting as Chair. Attendance had been disappointing despite extensive publicity. However, Cllr Russell had contacted Hartismere in an effort to increase the diversity of the Committee and it was hoped that a representative would come forward from that. A project brief had been drawn up for review by Sub-Committee members and this would be on the PC agenda in February. In the meantime, it had been agreed to contact other PCs about their experiences with play area refurbishment. The next meeting would be on 10 February.

9.3 **Defibrillator:** No update.

9.4 **Annual Parish Meeting:** It was agreed to hold the Annual Parish Meeting on 6 April at 6pm, prior to the regular meeting of the PC. The deadline for community reports was 20 March.

10. **Finance**

10.1 **Account Balance:** £49,476.80  
**Income:** £ 0.00

10.2 **Accounts for Payment:**

Admin Payments	£ 835.96	Not itemised due to GDPR
Street Sweeping etc.	£ 156.81	St Clean/Play Area/VAS Jan 20
Elveden Farms Ltd	£ 960.00	Xmas Tree
Mr R Womack	£ 125.00	Play Area Jet Wash Nov 19
MSDC	£ 66.16	Play Inspection 2019
TBS Ltd	£ 73.20	Xmas Tree safety barriers

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

10.3 **Budget/Precept 2020-21:** It was RESOLVED, with all agreed, to set a BUDGET of £30,695 for the year 2020/21 and to retain funds of £44,351, making a total fund of £75,046. The PC RESOLVED, with all agreed, to sign the form requesting a precept of £30,700 from Mid Suffolk District Council. This was an overall 4% rise on the amount received in 2019/20, adding an average £3.61 per annum per household depending on the band.

11. **Councillors Reports:**

- **BARWOODS:** The group had held working parties at Northfield Wood.
- **Playing Field:** The two signs on the gate had been replaced after being damaged but both had been replaced on the inside of the gate. The Clerk would ask Tim Gaddis to move one to the roadside gate.
- **Parish Liaison:** The next meeting would take place at 10am-12pm on 4 February at The Mix in Stowmarket. The Clerk would circulate the information.
- **Streams and Footpaths:** A working party had been held to remove a large tree from the stream.

12. **Highways Issues:** None.

13. **Welcome Pack:** None.

14. **Matters for the next meeting of the Council:** None.

15. **Next Meeting:** 3 February 2020

The Chairman closed the meeting at 9.00 pm.