

# BOTESDALE PARISH COUNCIL

Minutes of the meeting held Monday, 2 March 2020  
Botesdale Village Hall

**Present:** Cllr Des Bavington-Lowe (Vice-Chair) Cllr Simon Dickinson  
Cllr Greg Russell

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

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

1. **Apologies for absence:** Cllrs Ernie Baxter and William Sargeant (Chairman)
2. **Casual Vacancies:** There were no applications.
3. **To confirm the Minutes of the Meeting held 3 February 2020.** The minutes, circulated prior to the meeting, were agreed and signed.
4. **Members Declarations of Interests and Dispensations:** None.
5. **Public Forum:** County Cllr Jessica Fleming reported that eligible students/parents needed to opt in to receive Council Funded School Travel for 2020/2021 (closing date 31 March). She also reported that the SCC cabinet had decided not to support continued work on the Ipswich Northern relief road plans. Finally, she reported that Suffolk Recycling (SCC) had premiered an Online Directory for Bulk Household Goods. Several shops in Suffolk were offering refills for household items to cut down on packaging waste. The directory was available at <https://suffolkrecycling.org.uk/reduce-your-waste/refill-directory>.

In her role as District Cllr, Jessica reported that a £2.2m upgrade had been approved for the Mid Suffolk Leisure Centre, Stowmarket and for other improvements in the District. She also reported that the District Council's 20/21 budget proposals included a 1.66% increase in its share of council tax, adding £2.76 a year to the bill of a Band D Property. The budget had been considered by Mid Suffolk cabinet members and Overview and Scrutiny and would go to Full Council in February; if approved it would come into effect on 1<sup>st</sup> April. Finally, work to install the new roundabouts on the A140 at Eye would begin in April.

Peter Beck, the Neighbourhood Watch coordinator, reported that there had been a well-advertised police presentation at Rickingham Village Hall on Saturday, 29 February. Unfortunately, it had not been well-attended but was nonetheless very helpful and informative.

6. **Planning:**
  - 6.1 **Planning Applications:** None.
  - 6.2 **Notice of Intent to prune/remove tree(s) in the Conservation Area:** None.
  - 6.3 **Notification of Planning Decisions/Appeals by Mid Suffolk DC:**
    - 6.3.1 **Crown Hill Cottage, The Street.** Ref. DC/19/03664. Householder Planning Application- Erection of first and second floor extensions including creation of access to loft. Planning Permission REFUSED.
    - 6.3.2 **Crown Hill Cottage, The Street.** Ref. DC/19/03665. Application for Listed Building Consent - Erection of first and second floor extensions including creation of access to loft. Listed Building Consent REFUSED.
    - 6.3.3 **Parkview Chapel, The Street.** Ref. DC/20/00232. Notification for Works to Trees in a Conservation Area - T1 (Tree of Heaven) – Pollarding. NO OBJECTION.
7. **Progress Reports:**
  - 7.1 **Chairman:** None.
  - 7.2 **Clerk:** The Clerk reported that the dog waste bin at Spring Meadows could be replaced on the existing post and the cost, which had been approved at the February meeting, would be reduced to £252.46 + VAT. This was agreed.

## 8. Correspondence:

- 8.1 **MSDC:** It was noted that from 6 April, parking offences would become a civil matter and enforcement in Mid Suffolk would be dealt with by West Suffolk Council. The PC noted the services that could be provided by District Council funded PCSOs under a referral system which was via PC only. These included visits to schools, community groups and events, home security assessments, speed checks and dealing with neighbour disputes or anti-social behaviour. This information would be put on Facebook.
- 8.2 **MSDC:** The PC noted the increases in cost to PC of dog and litter bin emptying. Dog bin emptying would cost the parish £42.23 per bin, up from £41, and litter bins would cost £36.05, up from £35.
- 8.3 **Botesdale Village Hall:** It was noted that the AGM would be held on Monday, 20 April at 7pm.

## 9. General Items:

- 9.1 **Vehicle Activated Sign:** The most recent data was noted.
- 9.2 **Play Area:** A letter had been sent out to 46 organisations inviting expressions of interest in the recreation ground project. Two sixth formers from Hartismere were due to join the Sub-Committee and the next meeting would be on 29 April. In the meantime, members of the Sub-Committee would be meeting an MSDC Community Funding Officer on site to discuss the project and tap into their expertise and funding. Finally, the project brief had been sent to District Cllr Fleming to see if she could help in any way.
- 9.2 **Defibrillator:** The phone box had been adopted by Rickingham PC. The Clerk had approached the MSDC Heritage team for advice about Listed Building Consent – further information was required about the equipment – and hoped to have a quote for the equipment from the Community Heartbeat Trust by the next meeting. There had been no interest so far in requests to quote for the refurbishment and Cllr Bavington-Lowe agreed to make some recommendations.
- 9.3 **Annual Newsletter:** It was agreed to include a short feature with photographs on the parish councillors.
- 9.4 **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 the accounts. It was RESOLVED, with all agreed, to accept the review.
- 9.5 **Internal Auditor:** It was RESOLVED, with all agreed, to appoint the Suffolk Association of Local Councils to carry out the Internal Audit at a cost of £235.
- 9.6 **Infrastructure Delivery Plan:** It was noted that the first meeting of the Steering Group would take place on Wednesday, 18 March at 7pm in the upstairs meeting room at The Bell Inn. There was a brief discussion about the remit of the meeting, and it was noted that it would largely deal with determining the remit of the Steering Group.

## 10. Finance

10.1 **Account Balance:** £47,096.68  
**Income:** £ 0.00

### 10.2 Accounts for Payment:

Admin Payments	£ 722.28	Not itemised due to GDPR
Street Sweeping etc.	£ 156.81	St Clean/Play Area/VAS Mar 20
SALC	£ 54.00	GDPR Workshop (LJE)
TBS Hire	£ 27.60	Barrier Hire (Jan) Xmas tree
S Green	£ 10.00	Bus shelter cleaning
Community Workshop Ltd	£ 13.64	Printing
Rickingham Parish Council	£ 260.60	Final Neighbourhood Plan Contrib.

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

- 10.3 **Investment of Financial Reserves:** Cllr Sargeant had investigated investment options available for local authorities. However, as he was absent, it was agreed to defer this to the next meeting when he would be able to present the information.

11. **Councillors Reports:**

- **BARWOODS:** The AGM would be held on 16 March at The Bell Inn.
- **Public Rights of Way:** It was noted that the ditch at Bridewell Lane had been well cleared but about 100m of hedging had been removed. It was understood that this had been reported to MSDC by a member of the public. However, the Clerk would follow it up with the land agent to find out whether there were plans to reinstate it.
- **Streams and Footpaths:** It was noted that the streams were running very well.
- **Village Hall:** A new PC representative was needed for the Village Hall Management Committee. It was agreed to consider this further at the next meeting.

12. **Highways Issues:** It was noted that several potholes had been filled on The Street / Diss Road but many of the adjacent smaller potholes had not been dealt with. The Clerk would investigate whether there were any options for alleviating the flooding on Back Hills. It was noted that the footway skirting along the B1113 was currently underway.

13. **Welcome Pack:** None.

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

15. **Next Meeting:** 6 April 2020 – Annual Parish Meeting to start at 6pm

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:** It was RESOLVED, with all agreed, to close the meeting to the public. The PC noted that the PC's employer contribution to the Clerk's pension would be reduced in the next financial year from 25% to 24%, and to 23% for the two following years. A 41-page pension statement would be added to Dropbox.

The Chairman closed the meeting at 8.42 pm.