

BOTESDALE PARISH COUNCIL

Minutes of the meeting held Monday, 5 October 2020
Online Zoom Meeting

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

Parish Clerk – Leeann Jackson-Eve
County/District Cllr Jessica Fleming

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

1. **Apologies for absence:** Cllr Ernie Baxter
2. **Casual Vacancies:** There were no applications.
3. **To confirm the Minutes of the Meeting held 7 September 2020.** The minutes, circulated prior to the meeting, were agreed as a true record.
4. **Members Declarations of Interests and Dispensations:** None.
5. **Public Forum:** Cllr Fleming reported that a new COVID support phonenumber for general assistance on 0800 068 3131 (9am-5pm M-F) had been set up to help access information or support relating to debt, benefits, housing or employment. Suffolk Public Health had also set up a web site at www.healthysuffolk.org.uk/jsna/coronawatch. Businesses could find information about support during COVID-19 at www.midsuffolk.gov.uk/features/support-available-for-businesses-in-babergh-and-mid-suffolk.

Suffolk County Council were investing in promoting new Quiet Lane designations using the Suffolk 2020 Fund, which was a £3m fund to help address the climate emergency declaration and improve Suffolk for all residents. A Quiet Lane was a nationally recognised designation of single-track low usage road suitable for walking, cycling and horses with limited access for motorised vehicles.

Suffolk County Council along with Plug-in Suffolk would be funding new EV fast-charging points which might be suitable for rural towns and villages. Businesses could apply to join the Plug-in Suffolk network by visiting www.greensuffolk.org/plug-in-suffolk.

Parents and carers could now apply for primary and secondary school places for September 2021. The deadline for applications was 31 October 2020 for secondary schools and 15 January 2021 for primary schools. Parents and carers could apply for a school place online at suffolk.gov.uk/admissions.

Visitors to Mid Suffolk's car parks could now use digital payment system MiPermit, as well as a cash payment option. The Council was also looking at contactless payment options.

6. **Planning:**
 - 6.1 **Planning Applications:** None.
 - 6.2 **Notice of Intent to prune/remove tree(s) in the Conservation Area:**

Councillors discussed the process of Notice of Intent and one had concerns that there was no real control over removal of trees except where they carried a Tree Preservation Order. Trees in a conservation area that were not protected by an Order were protected by national legislation which required people to notify the local planning authority (MSDC) six weeks before carrying out work on such trees. This notice period gave the authority an opportunity to consider whether to make an Order on the tree and to apply to the Parish Council for comment. However, if the tree did not meet the stringent criteria for an Order, consent would be given. There was no other way to require the retention of individual trees. In addition, the timing of the applications sometimes did not allow the opportunity for the PC to comment at a scheduled meeting. However, it was noted that councillors were normally notified of such applications and given the opportunity to call an extraordinary meeting.
 - 6.2.1 **6 The Fairstead.** Ref. DC/20/04136. Notification for works to trees in a Conservation Area - 1no Red Maple - Trim back branches (Close proximity to

powerlines) 1no Silver Birch - Lop branches (Riding on power lines) 1no Robinia - Trim branch (Threatening powerlines) 1no Acer Plantoides - Top out (To restrict height) 1no Cherry - Top out (To comply with domestic drainage insurance requirement). It was RESOLVED, with all agreed, to have no objection.

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

6.3.1 **21 Rose Lane.** Ref. DC/20/03403. Notification for works to trees in a Conservation Area - 1no Horse Chestnut - Option 1 to dismantle. Option 2 1/3 reduction. 1no Birch - Option 1 dismantle. 4no Apple - Thin and reduce to original points. 1no Apple - Remove. 1no Whitebeam - Remove. 1no Hawthorne - 1/3 reduction. NO OBJECTION.

6.3.2 **Box Tree Cottage, Cherry Tree Lane.** Ref. DC/20/03578. Notification for works to trees in a Conservation Area - 1no Holly tree - Fell. NO OBJECTION.

6.4 **Notification of other Planning Matters:**

6.4.1 **Planning White Paper Consultation:** It was noted that this consultation, which proposed fundamental changes to the approach to planning, would close on 29 October and Babergh and Mid Suffolk District Councils were putting in a joint submission. It was agreed that Councillors could make individual comments.

7. **Progress Reports:**

7.1 **Chairman:** None.

7.2 **Clerk:** The website hosting organisation One Suffolk no longer took cheques and it was therefore RESOLVED, with all agreed, to set up a direct debit for the annual fee.

8. **Correspondence:**

8.1 **MSDC:** The Redgrave Neighbourhood Plan public consultation was noted.

8.2 **MSDC:** The PC considered an offer to plant trees and hedgerows on PC-owned land to improve wildlife corridors. It was agreed to consider it further, particularly with regard to improved boundaries at the Marl Pit and the Recreation Ground, and to express an interest to MSDC.

8.3 **Boundary Commission:** The draft recommendations for new divisions, division boundaries, and division names for Suffolk County Council were noted.

8.4 **Resident:** The PC considered a complaint from a resident about littering at the Recreation Ground. The PC expressed its appreciation for everyone who regularly collected rubbish at the Ground. The Ground was very well used in good weather and unfortunately not everyone who used it treated it respectfully. The Police had been contacted about this several times and they had spoken to users of the Ground as had some of the councillors. It was hoped that a solution to this problem would be found as part of the Regeneration project at the Ground.

8.5 **SCC:** The PC noted the correspondence about Quiet Lanes (see item 5). It was agreed to look into this for Mill Road North.

8.6 **Resident:** The PC considered a reply to a hedge cutting notice and a request for help in disposing of the trimmings. Although, it was Suffolk County Council Highways' remit to ensure that landowners did not allow trees and hedges on their property to overhang the highway and obstruct traffic, the PC worked with SCC where possible by notifying residents when problems came to its attention. However, it was not within the Parish Council's gift to help with this kind of work, given the very large number of hedges in the parish. It was agreed to refer the resident to the Garden Waste "Brown Bin" scheme and give details of disposal locations in the area.

9. **General Items:**

9.1 **Review and Update of Council Documents:** The PC reviewed the documents and it was RESOLVED, with all agreed, to accept the amended Standing Orders and Financial Regulations.

9.2 **Defibrillator:** The PC noted confirmation of £1,000 grant from MSDC Small Grants Programme in addition to £1,500 grant from Cllr Fleming's Locality Budget. In addition, MSDC had confirmed that no Listed Building Consent would be needed for the work.

9.3 **Remembrance Day:** The PC sadly noted that a gathering was not recommended this year due to Covid-19 restrictions. Residents would be encouraged to commemorate the event by standing on their doorstep at 11:00, both on

Remembrance Sunday (November 8th) and November 11th and observing a two-minute silence, broken with clapping at its conclusion.

9.4 **Christmas 2020:** The PC also agreed not to hold collective Christmas events this year, including the Lights On event and Father Christmas, due to Covid-19 restrictions. The tree and school art competition would go ahead.

9.5 **Infrastructure Steering Group:** The PC agreed to proceed with setting this up via Zoom, aiming for mid-November. There was a good example of an Infrastructure Investment Plan from Thurston along with notes on setting up a Steering Group.

9.6 **Recreation Ground Project:** The PC noted that a contract had been entered into with James Blake Associates Ltd of Bury St Edmunds for the design of the Recreation Ground Regeneration Project. It was hoped to have an initial design by mid-November with overall zoning and structure rather than individual equipment. Preliminary discussions had taken place with Suffolk Highways about the car park and with Llanover Estate about the possibility of extending the Ground to the south by leasing additional land. Both discussions were at the very early stage.

10. Finance

10.1 **Account Balance:** £62,621.64
Income: £15,350.00 MSDC Precept – Final payment

10.2 Accounts for Payment:

Admin Payments	£ 970.12	Not itemised due to GDPR
Street Sweeping etc.	£ 193.34	St Clean/Play Area /PRoW Oct 20
BHIB Ltd	£ 640.86	Annual Insurance 2020-21
Dissigns	£ 57.60	Recreation Ground Covid Signs

Direct Debit:

Info Commissioner	£ 35.00	Data Protection Registration
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RESOLVED, with all agreed, to approve payment of the accounts above.

10.3 **Budget Report:** The PC received the 2nd Quarter report. It was agreed to consider items for next year's budget.

11. Councillors Reports:

- **Parish Assets:** Cllrs Bavington-Lowe and Russell had carried out a review of assets with the aim of making a comprehensive list of their condition and any remedial works that needed to be carried out. This would be presented at the November meeting along with any budget considerations.
- **Public Rights of Way:** The wooden steps at the end of the metalled section of Bridewell Lane had been reported as needing repair. The surface of the footpath approaching the bypass crossing from the north also needed some attention.
- **Recreation Ground:** Cllr Dickinson would carry out the monthly inspection.
- **SALC:** The Chairman was now Vice-Chair of SALC Area for Mid Suffolk North.
- **Tree Warden:** A very small number of disease resistant elms were being made available to parish councils by the Tree Warden Network.
- **Village Hall:** Wi-fi was now available at the Hall.
- **Website:** The Accessibility Statement was now online and the PC was compliant with legislation.

12. **Highways Issues:** The Clerk would request that the dropped kerb at the junction of Fen Lane and the Street be moved to the other side of the map board.

13. **Welcome Pack:** None.

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

15. **Next Meeting:** 2 November 2020

16. **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:** The PC noted the recently published NALC 2020-21 pay scales which would be applied from 1 April 2020.

The Chairman closed the meeting at 9:10 pm.