

BOTESDALE PARISH COUNCIL

Minutes of the Meeting held Monday, 5 September 2022
Botesdale Village Hall

Present: Cllr Simon Dickinson
Cllr William Sargeant (Chair)
Cllr Andrew Edwards
Cllr Jack Stracey

Parish Clerk – Leeann Jackson-Eve
2 Members of the Public
PC Stefan Henriksen

1. **Apologies for absence:** Cllrs Greg Russell and Des Bavington-Lowe (Vice-Chair)
2. **Casual Vacancies:** There were still three vacancies.
3. **To confirm the Minutes of the Meeting held 4 July 2022.** The minutes, circulated prior to the meeting, were agreed as a true record.
4. **Members Declarations of Interests and Dispensations:** None.
5. **Public Forum:** PC Stefan Henriksen, the area's Community Engagement Officer, spoke about local issues, confirming that Botesdale continued to be blessed with low crime statistics. He was asked about continuing concerns about speeding, with particular reference to The Street and A143 being used as a racing circuit. He advised that all speeding was difficult to combat unless it was a repeated, predictable pattern of behaviour where police attendance could be planned in advance. It was agreed to continue to urge residents to report problems promptly and directly to the Police so that patterns could be established. Data from speed indicator devices could support this.
Di Maywhort, the Local History Recorder, advised the PC that the site of Land to the South of Diss Road (item 6.4.1) had been called Barley Birch since medieval times and had been a racecourse in the 18-19th century. She felt that this would be an appropriate street name for the site, with numbered dwellings similar to Ryder's Way and Wheatfields in Rickingham.
6. **Planning:**
 - 6.1 **Planning Applications:**
 - 6.1.1 **Parkview Chapel, The Street.** Ref. DC/22/04069. Full Application - Replacement of 13 timber framed windows with UPVC windows. It was noted that the existing windows would be replaced with those of a similar design and colour and therefore RESOLVED, with all agreed, to have no objection.
 - 6.2 **Notice of Intent to prune/remove tree(s) in the Conservation Area:**
 - 6.2.1 **Tall Trees, The Street.** Ref. DC/22/04074. Notification of Works to Trees in a Conservation Area - Fell 4No. Spruce. It was noted that the trees were dying, and it was therefore RESOLVED, with all agreed, to have no objection.
 - 6.3 **Notification of Planning Decisions by Mid Suffolk DC:**
 - 6.3.1 **Walnut Tree Farm, Cherry Tree Lane.** Ref. DC/22/02569. Householder Application - Erection of a 2-bay oak framed cart lodge in rear garden. Planning Permission GRANTED.
 - 6.3.2 **Grove Flock Farm, The Common.** Ref. DC/22/02664. Full Planning Application - Installation of 3 no. heat exchanger units, external vents and 47 no. windows to chicken sheds. Installation of 4 no. underground wastewater holding tanks (retention of) (re-submission of DC/20/03686). Planning Permission GRANTED.
 - 6.3.3 **20 Rose Lane.** Ref. DC/22/03323. Householder Application - Replacement of all windows, doors, fascias, bargeboards and guttering. Planning Permission GRANTED.
 - 6.3.4 **Walnut Tree House, Cherry Tree Lane.** Ref. DC/22/03735. Notification of Works to Trees in a Conservation Area - Fell 3No. Conifers. (T1, T2 and T3). NO OBJECTION.
 - 6.3.5 **St. Botolphs VC Primary School, Back Hills.** Ref. SCC/0050/22MS. Proposed installation of external air-source heat pump plant to be enclosed within an acoustic enclosure and installation of roof mounted photovoltaic solar panels. APPLICATION APPROVED.

6.4 **Notification of other Planning Matters:**

- 6.4.1 **Land to the South of Diss Road.** Ref. SN/22/00321/SN. Councillors considered the request for street names for the Skylarks development with the comments from the Public Forum in mind. It was RESOLVED, with all agreed, to take the Local History Recorder's advice and ask Mid Suffolk District Council to have one street name with numbered dwellings, i.e. nos 1-69 Barley Birch.

7. **Correspondence:**

- 7.1 **SAAA:** It was agreed not to opt out of central External Auditor Arrangements for smaller authorities.
- 7.2 **SCC:** The PC noted the conclusion of the Suffolk Lorry Route Review and publication of details at www.suffolk.gov.uk/roads-and-transport/lorry-management/lorry-route-plan-review-in-suffolk. The B1113 in Suffolk was now an access only route and as a result, Redgrave Parish Council had requested Botesdale's support for a weight restriction on the B1113 subject to confirming its status through South Lopham. It was agreed to support an application to Suffolk County Council.
- 7.3 **MSDC:** The PC noted the publication of the Mid Suffolk Local Walking and Infrastructure Plan (LCWIP), along with the council's wider Sustainable Travel Vision – on the website at www.midsuffolk.gov.uk/environment/sustainable-travel. This included two local schemes which were to extend the footway on Bury Road so that walkers were not forced onto the busy road and to improve surface of the bridleway at Stubbings Entry to provide a cycling track, which was currently not safe to use year-round, thus providing a safe alternative to cycling along A143.
- 7.4 **MSDC:** It was noted that the Redgrave Neighbourhood Plan had been formally adopted by Mid Suffolk District Council on 20 July 2022.
- 7.5 **MSDC:** It was agreed to express interest in a possible upcoming project to enable the free use of thermal imaging cameras for community groups and parish councils to borrow to carry out community heat loss surveys.
- 7.6 **Suffolk Police:** The PC noted the dates for upcoming public meetings. The closest was at 6:30pm on Thursday, 6 October at Cedars Hotel in Stowmarket.
- 7.7 **SALC:** The PC noted the survey researching the impact of the current cost of energy on community buildings and how parish councils were helping. It was noted that the cost of electricity at the village hall was limited by a fixed plan until 2025.
- 7.8 **Suffolk Wildlife Trust:** The PC noted the new services for advice on neighbourhood plans, which might be useful when the Botesdale & Rickingham NHP was reviewed.
- 7.9 **Walsham-le-Willows PC:** The PC noted the public inquiry related to a development on between Bury St Edmunds and Great Barton. This was related to the PC's expression of interest in joining other parish councils along the A143 to consider large developments which would increase traffic for all users of the A143.

8. **Ongoing Items:**

- 8.1 **Recreation Ground Refurbishment:** It was noted that the construction works were progressing with activity on the infrastructure; paths and mounds running in parallel with the installation of items of equipment. There were some issues with the Fitness Equipment with one item delivered not to the design as specified and some concerns regarding the robustness of the equipment finishes, with some items already displaying signs of minor damage. There was a plan for an on-site meeting with Caloo, the equipment manufacturer, to address the issues. Progress remained below planned expectations, but James Blake Associates (JBA) continued to support assurances from Urban Forestry (UF) that they would achieve the 14 November 2022 completion date. The Recreation Ground was due to re-open to the public at Easter 2023 (8 April 2023) and the Sub Committee was working on the details of the nature and extent of the opening event. An exercise was in hand, with JBA and UF, to establish the most effective approach to securing the Recreation Ground and the installed facilities from practical completion in November 2022 to April 2023. Finally, on 30 August 2022, the National Lottery approved a funding grant of £65,000 for the Project. The PC thanked Cllr Russell and the Clerk for their perseverance over the 10-month application period. Regarding the associated Community Art Project, Caroline Davidson would curate an exhibition at the Village Hall on 15 and 16 October 2022 to display the entries. All offers of help and support would be very welcome. The proposal was that any funds raised from tea/coffee and cake sales were utilised to assist the funding of the CAP. Work was also

progressing to define how the art works would be presented and located in the Recreation Ground. Specific communications regarding Dedications would be launched in the Autumn as part of the communications strategy.

8.2 **Recreation Ground Operation and Management:** It was noted that the maintenance contract with Urban Forestry would be completed before the end of the next financial year, and it would therefore be necessary to determine the cost of maintenance following on from it so that this could be included in next year's budget. This could be extrapolated from the costs of the contract.

8.3 **Street Light Replacement Programme:** It was noted that many of the lights on The Street had already been upgraded. Discussions were still ongoing between the County Council and the owner of Mill House concerning Unit 14 at the end of Bridewell Lane.

8.4 **Marl Pits:** There was no update.

8.5 **Village Assets Refurbishment:** The Clerk asked for the notice board on Osmond House to be included in any review of assets as it needed new glazing and some basic maintenance.

8.6 **Sarah's Wood:** There was no update.

9.

10. New Items:

9.1 **The Pensions Regulator:** The PC noted that the 3-yearly Re-declaration of Compliance had been submitted to the Pensions Regulator.

9.2 **Zoom:** It was agreed to cancel online video conferencing services for now, noting that it could easily be activated if needed and could be used for short meetings for free.

9.3 **Christmas 2022:** The PC agreed arrangements for Xmas Tree and related events, with delivery of the Christmas tree and safety barriers on Friday, 25 November with a decorating working party on Sunday, 27 November and the Lights-On event on Saturday, 3 December at 6pm. It was also agreed to ask the Gislingham Silver Band to play at Lights-On.

10. Village Status Reports:

10.1 **Chairman's Report:** None.

10.2 **Clerk's Report:** None.

10.3 Local Organisations:

- **Barwoods:** The AGM would be held in September.
- **Streams and Footpaths:** This project would be starting again soon.
- **Village Hall:** A meeting would be held the following week and the Committee would be discussing ventilation and air conditioning as the hall was not usable during very hot weather.

10.4 **Village Assets:** It was noted that the Market Place would be swept and weeded prior to Remembrance Day.

10.5 **Public Rights of Way:** The boardwalk near the Events Company was obstructed by significant side growth. The Clerk would report this to the landowner.

10.6 **Highways Issues:** None.

10.7 **Welcome Packs:** None.

11. Finance

11.1	Account Balance:	£50,512.95	
	Income:	£ 3,705.61	HMRC – VAT Reclaim Apr22-Jun22
		£ 1,000.00	Bennett Homes Donation – Recreation Ground Project
		£ 9,412.98	MSDC CIL Bid - Recreation Ground Project 2nd Claim
		£ 4,663.70	MSDC Capital Grant - Recreation Ground Project 1st Claim
		£ 765.40	MSDC s106 Funds – Recreation Ground Project
		£ 370.50	MSDC Street Cleaning Grant 1 st qtr

11.2 Accounts Paid between Meetings (under delegated powers) to be noted:

James Blake Associates	£ 1,489.20	Rec Ground Construction Man't Fees
Urban Forestry	£28,292.38	Rec Ground Construction Fees

11.3 **Accounts for Payment:**

Admin Payments	£ 1,314.14	Not itemised due to GDPR
Street Sweeping etc.	£ 220.76	St Clean/Paths September 22
PKF Littlejohn	£ 480.00	External Audit Fees
BHIB Insurance	£ 673.66	Insurance Fees 2022-23
James Blake Associates	£ 988.80	Rec Ground Construction Man't Fees
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Urban Forestry	£31,313.05	Rec Ground Construction Fees
It was RESOLVED, with all agreed, to approve payment of the accounts above.		

11.3 **External Audit Report:** The PC noted the positive report for 2021-22.

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

13. **Next Meeting:** 10 October 2022

The Chairman closed the meeting at 8.28pm.