

# BOTESDALE PARISH COUNCIL

Minutes of the meeting held Monday, 3 June 2019  
Botesdale Village Hall

**Present:** Cllr Ernie Baxter  
Cllr Victoria Curry  
Cllr William Sargeant (Chairman)

Cllr Des Bavington-Lowe  
Cllr Greg Russell

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

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

1. **Apologies for absence:** Cllr Caroline Stratford
2. **Casual Vacancies:** To consider applications for parish councillor posts (3 vacancies).
3. **To confirm the Minutes of the Meeting held 13 May 2019.** 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 on the launch of the Suffolk Highways Self-Help scheme which would allow local councils to undertake work such as sign cleaning, tree pruning, and grass verge cutting through contractors, volunteers or purchasing services from SCC. There was a new GP scheme to refer patients with long-term health conditions to a fitness programmes within the community.  
As District Cllr, she reported that the May elections returned a Conservative majority of 16 seats, the Green Party had 12 and Liberal Democrats 5, with one Independent member. The new administration was formalised at the Full Council Meeting on 20 May. As of May 2019, Mid Suffolk could demonstrate a 5.46-year housing land based on current National Planning Policy Framework guidance. The August 2018 Draft Joint Local Plan was currently being updated to reflect the comments received during public consultation and current national policies. It would go to Full Council in June or July, after which it would be available again for public review. Mid Suffolk and Babergh District Councils had established joint venture companies to build local housing on public or council-owned land. Babergh Growth and Mid Suffolk Growth would work with the Norse Group, which had already established a similar successful partnership in Norfolk, known as Broadland Growth.
6. **Planning:**
  - 6.1 **Planning Applications:**
    - 6.1.1 **Land Adjacent Grove Flock Farm, The Common. Ref. DC/19/01822.** Planning Application – Creation of vehicular access. It was noted that the access already existed, so the application was retrospective. It was RESOLVED, with all agreed, to have no objection.
    - 6.1.2 **The Hollies, The Street. Ref. DC/19/02103.** Householder Planning Application - Rebuild brick and flint boundary wall. It was RESOLVED, with all agreed, to have no objection.
    - 6.1.3 **The Hollies, The Street. Ref. DC/19/02104.** Application for Listed Building Consent - Rebuild brick and flint boundary wall. It was 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 **Bankside, Back Hills. Ref. DC/19/02308.** Notification of works to Trees in a Conservation Area - Reduce crown of T1 (Cherry) by 3m. It was RESOLVED, with all agreed, to have no objection.
  - 6.3 **Notification of Planning Decisions/Appeals by Mid Suffolk DC:** None.
  - 6.4 **Neighbourhood Plan Update:** The Neighbourhood Plan was currently with the Examiner, who had asked for clarification on a few matters within the plan. The consultant had formulated a response which had been approved by the Steering Group.

## 7. Progress Reports:

7.1 **Chairman:** The Chairman reported that the Police had visited Hartismere High School to address the students about recent anti-social behaviour in Botesdale and Rickingham. The Chairman had attended the SCC Highways Community Self-Help scheme launch at Stonham Barns.

### 7.2 Clerk:

- The Clerk had also attended the Self-Help scheme launch and had the opportunity to attend training for working on the highway. It was felt this would allow a better understanding of the issues and it was agreed to pay the extra hours for the full-day course. The course itself was provided for free by SCC.
- The Bugle had gone to the printer, the draft having been approved by the PC via email at the end of May. It would be distributed in the July parish magazine.
- SCC had confirmed that The Street/Diss Road was too damaged for redressing this year as planned and was scheduled for resurfacing in 2020. Any existing potholes would have to be reported individually. Cllr Curry offered to help the Clerk measure and photograph the potholes for reporting.
- It was agreed that Cllr Russell would become a bank signatory as Cllr Bavington-Lowe had declined.

## 8. Correspondence:

8.1 **SCC:** The PC noted the letter sent to St Botolph's School about the school entrance markings (yellow zigzags). It was noted that very few school entrance markings were supported by a Traffic Restriction Order (TRO). Under the Civil Parking Enforcement scheme, which was soon to be introduced, enforcement action would be carried out by Civil Enforcement Officers (CEOs) issuing a Penalty Charge Notice (PCNs). However, CEOs were unable to issue PCNs on school entrance markings unless there was a TRO. SCC would be introducing TROs for all school entrance markings and this would make it an offence to stop on them on Mon- Fri, 8am – 4.30pm. Signs to this effect would be erected.

8.2 **Able Community Care:** It was agreed to take the company up on the offer of some "no trade" door stickers which could be given to residents.

8.3 **Rickingham Day Centre:** The thank you for financial support was noted.

## 9. General Items:

9.1 **General Power of Competence:** The PC considered the advantages of the GPoC which was intended to give local councils wider powers to deliver more for their communities. The Parish Council confirmed that it met the eligibility criteria for adoption of the General Power of Competence as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012. This meant that 2/3 of members were elected rather than co-opted and the Clerk had an approved qualification. The Council therefore RESOLVED, with all agreed, to adopt the General Power of Competence. It would be reviewed every parish council election year.

9.2 **Play Area Consultation:** The initial consultation was under way through an online survey which had been widely advertised in the village. In addition, hard copies of the survey had gone out with every parish magazine. There would be a stand at St Botolph's school on 4 June to allow children to respond.

## 10. Finance

10.1 **Account Balance:** £44,612.43  
**Income:** £ 0.00

### 10.2 Accounts for Payment:

Admin Payments	£ 743.33	Not itemised due to GDPR
Street Sweeping etc.	£ 378.97	St Clean/Play Area/VAS Jun 19
LCPAS	£ 200.00	Internal Audit Fees
SALC	£ 38.40	Planning Workshop Fees - WS
Community Workshop	£ 84.70	Play Area Survey print
Mobile Jet Wash UK	£ 125.00	Play Area Clean
LCPAS	£ 50.00	Data Protection Services

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

10.3 **Internal Audit Report:** The PC noted that the internal audit report, prepared by the Local Council Public Advisory Service, was very positive. There were recommendations about raising the level of general reserves to 50% of annual outgoings and about further obligations relating to the Council's trusteeship of the play area. The Clerk would investigate the PC's obligations and if appropriate, put together a draft policy on reserves.

11. **Councillors Reports:**

- **SALC/Parish Liaison:** The Chairman had attended a Planning Workshop at SALC.
- **Tree Warden:** There had been a report from Pond House about pruning a cotoneaster. This was not considered a tree for purposes of giving Tree Notices.
- **Village Hall:** There was no interest so far in the positions of Booking Secretary or Hall Administrator and the minute secretary had resigned, leaving that position open. The VH sign had not yet been replaced by the developer at The Limes. The urinal in the men's toilet was out of order and all toilet seats were going to be replaced. The front flint wall needed some repair. Finally, the VH was looking into a key safe for the front door and CCTV in the car park.

12. **Highways Issues:** None.

13. **Welcome Pack:** None.

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

15. **Next Meeting:** 1 July 2019

The Chairman closed the meeting at 9.38 pm.