

# BOTESDALE PARISH COUNCIL

Minutes of the meeting held Monday, 2 November 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

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. It was noted that the new recruitment poster design had been completed. It was suggested that the design was also appropriate for recruiting volunteers for activities other than co-option onto the Parish Council.
3. **To confirm the Minutes of the Meeting held 5 October 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:** There were no members of the public present.
6. **Planning:**
  - 6.1 **Planning Applications:**
    - 6.1.1 **Building Plot Adjacent to Magnolia, Fen Lane.** Ref. DC/20/03338. Full Planning Application - Erection of 1No single storey dwelling. Re-consultation. The PC considered the re-consultation application for the proposed new 1-storey dwelling at a building plot adjacent to Magnolia Fen Lane, which had first been considered in September. Councillors had objected to it then due to issues of building density and scale and the loss of a valuable gap between buildings in the street scene that separated the modern 1960s development from the more traditional frontage properties along Fen lane within the Conservation Area. New material included drawings with revised dimensions for the dwelling and a response to public comments on the application. The PC considered these and RESOLVED, with all agreed, to maintain its objection on the same basis.
    - 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:**
      - 6.3.1 **21 Rose Lane.** Ref. DC/20/03270. Householder Planning Application - Replacement UPVC bargeboards and fascias. Replacement UPVC windows and doors. Planning Permission GRANTED.
      - 6.3.2 **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). NO OBJECTION.
    - 6.4 **Notification of other Planning Matters:** None.
  7. **Progress Reports:**
    - 7.1 **Chairman:** None.
    - 7.2 **Clerk:** As decided in October, interest had been expressed in MSDC's trees and hedgerow planting project, possibly for the Marl Pit and the Recreation Ground, and in the Quiet Lane programme for Mill Road North. It was reported that the potential merger with Rickinghall PC had been delayed due to the postponed Community Governance Review of all District towns and parishes that had been due to take place in 2020. A merger could be pursued independently of that but would require completing a petition with at least 250 signatures per parish. The PC agreed that a

successful petition would be difficult to achieve under current restrictions so this would be shelved temporarily.

## 8. **Correspondence:**

- 8.1 **Parochial Church Council:** The PC noted the annual request for funds for churchyard maintenance for St Mary's, Rickingham Inferior and St Mary's, Redgrave. This would be considered within the budget discussions for 2021-22.

## 9. **General Items:**

- 9.1 **Review and Update of Council Documents:** The PC reviewed the Reserves Policy, which had been updated to confirm that the current level of General Reserves was sufficient, and RESOLVED, with all agreed, to adopt it.

- 9.2 **Phone Box / Defibrillator:** It was noted that the glazing had been replaced and the painting prep work was underway. It was expected that it would be completed in the next week or so.

- 9.3 **Christmas 2020:** The PC noted that Chris Burnard was again ready to help install the tree and the lights and all other arrangements for the tree were in place. The councillors had much pleasure in voting on the Christmas themed drawings from children at St Botolph's Primary School. All winning drawings would be displayed around the Christmas tree in the Market Place and prizes presented to the winners. Sadly there were no entries from Reception or Year 1 so the winning drawings came from Year 2: Joni Burgin (1st) and Tyler Tate (2nd); Year 3: Isobel Bond (1st) and Anya Joubert (2nd); Year 4: Amy Tate (1st); Year 5: Jessica Farrow (1st) and Jacob Bond (2nd); Year 6: Elizabeth Bishop (1st), Jack Farrow (2nd). The PC congratulated all the children who had participated.

- 9.4 **Infrastructure Steering Group:** It was noted that a meeting would take place on Wednesday, 18 November at 7pm via Zoom. This would be advertised with the aim of attracting more participants.

- 9.5 **Recreation Ground Project:** It was noted that James Blake Associates had been on board for a month and a tree survey and preliminary ecology assessment had already taken place. There would be a meeting about initial designs on 3 November, with a full design review on 27 November. Once the designs were completed, fundraising for the construction phase of the project could begin and match funding (the applicant's contribution) towards any grant funding applied for would need to be in place. Initial discussions with SCC Highways indicated that siting the car park at the north end of the Ground would pose some challenges, leading to the suggestion that it should be sited at the south end, away from houses and with better visibility. This was likely to require an extension of the Ground into the neighbouring field if this could be arranged with the landowner. The PC RESOLVED, with all agreed, to:

- allocate existing parish CIL funds of £4,051.36 to the current contract with James Blake Associates;
- commit anticipated parish CIL funds of approx. £20,000 to the construction phase of the project as match funding; and
- delegate authority to the Recreation Ground Regeneration Sub-Committee to hold discussions with the Llanover estate concerning the lease of property adjacent to the recreation ground. It was noted that the lease for the Village Hall ran out in eight years' and this might also be a potential site for a community building. Councillors were reminded that a new community building was one of the Community Actions in the Neighbourhood Plan.

- 9.6 **Meeting Dates 2021:** These were agreed as follows - 4 Jan; 1 Feb; 1 Mar; 12 Apr; 10 May; 7 Jun; 5 Jul; 2 Aug (Planning only); 6 Sep; 4 Oct; 1 Nov; 6 Dec. It was noted that the April and May meetings would be held a week later than normal due to bank holidays.

- 9.7 **Street Lighting:** It was noted that SCC had not been able to put together a quote for replacement of Unit 61, opposite Methodist Chapel, Fen Lane in time for the meeting. In the interest of expediting the work, it was RESOLVED, with all agreed, to approve expenditure of up to £3,000 for the replacement of Unit 61. It was noted that it was likely to be significantly less if road closure was not required, i.e. around £1,200-£2,000.

## 10. Finance

10.1 **Account Balance:** £64,759.72  
**Income:** £ 0.00

### 10.2 **Accounts for Payment:**

Admin Payments	£ 1,056.25	Not itemised due to GDPR
Street Sweeping etc.	£ 160.60	St Clean/Play Area/VAS Oct 20
Pear Technology	£ 84.00	PT Mapper Support/Updates
Community Action Suffolk	£ 60.00	Annual Website Hosting Fee
Cade Creative Ltd	£ 30.00	Cllr Recruitment Poster (1/2)

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

10.3 **Draft Budget 2021-22:** The draft budget would be considered further at the next meeting.

## 11. Councillors Reports:

- **Parish Assets:** Cllrs Bavington-Lowe and Russell had carried out a review of assets and presented a list of their condition with any remedial works that needed to be carried out, along with estimates of cost. Councillors agreed to look at this with an eye to where value could be added to existing assets and it would be considered further as part of budget discussions in December. It was also suggested that the PC needed a policy for use of PC assets, particularly the Market Place, by businesses and community groups. The Chairman agreed to draft a policy to circulate prior to the December meeting.
- **Public Rights of Way:** The hedge next to the boardwalk on FP1 needed cutting back and the Clerk would contact the landowner. There was a complaint that there was no fence against cattle grazing next to the same footpath.
- **Recreation Ground:** Cllr Dickinson would carry out the monthly inspection again. Litter was very much still a problem, particularly near the youth shelter. It was agreed to consider siting an additional bin next to the shelter if MSDC would agree to empty it. The Clerk would follow up on this and some possible anti-littering signage for the shelter.
- **Streams and Footpaths:** The working parties had started up again as of 25 October.
- **Village Hall:** The Hall had been operating fairly normally with yoga and ballroom dancing classes, as well as Pre-School and the After School Club. This would now be limited to educational use following new restrictions.
- **War Memorial:** The wreath had been laid by the Clerk on behalf of the PC.

12. **Highways Issues:** It was noted that a new pothole was forming at the edge of Back Hills and this would be monitored. Like the previous pothole near there, it would not be eligible for repair by SCC as it was not a formal passing place.

13. **Welcome Pack:** None.

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

15. **Next Meeting:** 7 December 2020

The Chairman closed the meeting at 9:18 pm.