

BOTESDALE PARISH COUNCIL

Minutes of the meeting held Monday, 12 April 2021
Online Zoom Meeting

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

Parish Clerk – Leeann Jackson-Eve

1. **Apologies for absence:** None.
2. **Casual Vacancies:** There are four vacancies.
3. **To confirm the Minutes of the Meeting held 1 March 2021.** 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:** 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 **Walnut Tree Farm, Cherry Tree Lane.** Ref. DC/21/00734. Application for works to trees in a Conservation Area. NO OBJECTION.
 - 6.4 **Notification of other Planning Matters:** None.
7. **Correspondence:**
 - 7.1 **MSDC:** The PC noted that the Draft Joint Local Plan had been submitted on 31 March for independent examination by the Secretary of State. Public feedback had been reflected in the final version of the plan, which outlined how and where future development should take place.
 - 7.2 **Suffolk Pension Fund:** The PC noted that Ill Health Liability Insurance would now be provided free to small employers, including the PC.
 - 7.3 **Botesdale Village Hall:** The PC noted that the Village Hall Management Committee AGM would take place on 19 April and it was agreed that Cllr Sargeant would be the PC's representative on the Committee.
 - 7.4 **Resident:** The PC accepted a resident's offer to improve waymarking for the circular walks in the Botesdale & Rickingham walks leaflet and agreed to provide waymarkers and posts as necessary. The Clerk advised that SCC was likely to provide them for free but there might be a charge for the waymarkers as they were in short supply.
 - 7.5 **Resident:** The PC considered the extensive comments about Recreation Ground Project, which included concerns about the impact on the environment, noise levels and traffic; the basis of the proposed design; security and anti-social behaviour; and road safety. Councillors considered the draft response from the Recreation Ground Regeneration Sub-Committee and felt that it was comprehensive, fair and direct. It was agreed that the Clerk would send the response on behalf of the PC.
8. **Ongoing Items:**
 - 8.1 **Recreation Ground Refurbishment:** Councillors noted that the Llanover Estate would not allow the PC to acquire any land for extension of the Recreation Ground. This left no provision for disabled parking and James Blake Assoc. was considering the options. The next stage of the Project would be focused on getting the necessary funding and increasing community engagement while the designers continued to fine-tune the design and facilities. It was anticipated that the Project would start on site in the autumn with completion marked for Spring 2022.
 - 8.2 **Village Assets Refurbishment:** The PC considered quotes for three separate elements of the refurbishment programme. It was RESOLVED, with all agreed, to

accept a quote for £1,277 from Michael Bryant for the street furniture refurbishment; a quote for £75 from MobileJetWash for annual grit bin cleaning; and a quote for £40 from Steve Green for quarterly cleaning of the bus shelter, village name signs and notice boards. As part of the quote from Michael Bryant, two litter bins would need to be replaced. Presented with six options from Glasdon UK, the PC RESOLVED, with all agreed, to purchase two of the Invicta Litter Bin at £438.80 each plus delivery cost. It was also agreed to purchase a new grit bin for the triangle on Mill Road North and this would be chosen at the next meeting. Finally, it was agreed to investigate the possibility of BPC purchasing its own Speed Indicator Device. Councillors liked the model used at Palgrave and the Clerk would contact them to find out where it had been purchased.

8.3 **Parish Infrastructure Investment Plan:** The Clerk reported that the consultation with local organisations and businesses had received a good response and these would be incorporated into the draft Plan for consideration in June.

8.4 **County Broadband:** The Clerk reported that there was nothing to update.

9. New Items:

9.1 **Sarah's Wood:** Councillors considered the transfer to the Parish Council's ownership of the wood adjacent to the school. This was likely to take place later in 2021 under the Section 106 agreement Mid Suffolk District Council had with Burgess Homes, who were developing the site at Back Hills. The s106 agreement also specified its use by the Pre-School and St Botolphs Primary School but it was not clear to what extent. The Wood was currently partly used by the Pre-School under lease, which it was assumed was superseded by the s106 agreement. It was agreed that a solicitor would be needed to look into the present/future lease arrangements. At some point a meeting would be needed to talk to the Pre-School and St Botolphs School about future arrangement for the Wood. However, in the meantime, efforts would be made to clarify the wants and needs of all parties.

9.2 **Payment of Grant funding:** The PC noted that three payments had been agreed in the budget and a request had been received from the Botesdale After School Club. Councillors noted that BASC had done a great deal of work getting their finances in order and making plans for operating following lockdown. They also felt that it was important to support this service to the community. The PC RESOLVED, with all agreed, to make the following payments from its 2021/22 budget:

RBR PCC	£	800	Churchyard Maintenance Grant
BASC	£	500	Grant
Rickinghall Day Centre	£	330	Grant
Remembrance Day Event	£	70	Wreath & event

9.3 **Walks Leaflets:** The PC RESOLVED, with all agreed, to accept the quote for £360 for re-printing 3000 copies of the leaflets from Discover Suffolk, with the cost to be shared by Rickinghall Parish Council.

9.4 **Streams Clean-up:** The PC RESOLVED, with all agreed, to accept the quote for £250 from Countryside, Conservation & Tree Services for removal of accumulated tree debris next to the streams at Fen Lane.

10. Village Status Reports:

10.1 **Chairman's Report:** The Chairman reported on a meeting attended by himself, Cllr Russell and John Pateman-Gee and Phillip Isbell from Mid Suffolk District Council's Planning Department to clarify the position of the Neighbourhood Plan in determining planning applications. MSDC had developed a system of national and local validation documents and checklists but had found that they were not easily enforced, and developers had therefore largely declined to complete the validation process in their applications. MSDC was keen to make sure Neighbourhood Plans were taken into account but recognised that this wasn't happening now. As the Bennett Homes application was not likely to go to the MSDC Development Committee until June, another meeting had been arranged which would include the planning officer for the application.

10.2 **Clerk's Report:** The Clerk reported that:

- The Clerk would be attending training on Community Engagement, Preparing for Audit and the Expiry of Remote Meetings Regulations.
- Anti-dog-fouling signs had been purchased for the Spring Meadows footpath and the owner's consent received to erect them on the fence.

- Redgrave PC had decided to pursue a TRO for a 30mph extension and were keen to do this in conjunction with BPC's proposed 30mph extension on Hall Lane to reduce the cost to each parish council.
- An AGM needed to be held for the Committee for the Recreation Ground Charity. It was agreed to hold this as soon as possible on Thursday, 22 April at 6:30pm.

10.3 **Local Organisations:**

- BARWOODS: The group had confirmed that they did not have the capacity to take on any more woodland and therefore could not manage Sarah's Wood.
- Village Hall: There was currently no activity except for the Pre-School and After School Club but other activities would be starting back up when restrictions loosened in May.

10.4 **Village Assets:**

- Recreation Ground: It was noted that the football goal was getting quite rickety and agreed that it would be monitored closely.

10.5 **Public Rights of Way:** The step up to the bridge near the boardwalk on FP R11 was now too high for easy access due to the erosion of ground in front of it. This would be reported to SCC.

10.6 **Highways Issues:** It was reported that a Co-op lorry had used Mill Road North for delivery to the supermarket. Although access was permitted on a weight restricted road, it was agreed to ask the Co-op to direct lorries to use a different route, preferably down Diss Road / The Street.

10.7 **Welcome Packs:** None.

11. **Finance**

11.1 **Account Balance:** £45,325.33
Income: £ 340.08 Cleansing Grant 4th qtr payment

11.2 **Accounts for Payment:**

Admin Payments	£ 823.03	Not itemised due to GDPR
Street Sweeping etc.	£ 280.60	St Clean/Play Area/VAS Mar 21
Suffolk County Council	£ 1,094.33	Street Lighting Energy/Maint 20-21
Freethought Internet Ltd	£ 177.00	gov.uk Domain Registration
James Blake Assoc.	£ 1,290.00	Design Fees – Recreation Ground
SALC	£ 344.01	Membership Subs for 2021-22

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

11.3 **Budget Report:** The PC noted the 4th quarter report.

12. **Matters for the next meeting of the Council:**

- Marl Pits – boundary improvements, signage, etc
- Litter Pick
- Recreation Facilities/Open Space at Bennett Homes site – Cllr Sargeant would find out whether the s106 agreement would allow the developer to contribute to the Recreation Ground rather than provide separate recreation facilities on site.

13. **Next Meeting:** Tuesday, 4 May 2021

The Chairman closed the meeting at 9:48 pm.