

BOTESDALE PARISH COUNCIL

Minutes of the meeting held Monday, 7 March 2022
Botesdale Village Hall

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

Parish Clerk – Leeann Jackson-Eve
No Members of the Public

1. **Apologies for absence:** None.
2. **Casual Vacancies:** There are still three vacancies.
3. **To confirm the Minutes of the Meeting held 7 February 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:** 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:**
 - 6.2.1 **Land To The Rear Of Melbourne House, Fen Lane.** Ref. DC/22/01069. Application for Works to a tree subject to Tree Preservation Order MS142/A1: Crown reduce 1no Willow (T1) leaning towards property and overhanging public footpath. It was RESOLVED, with all agreed, to have no objection.
 - 6.3 **Notification of Planning Decisions by Mid Suffolk DC:**
 - 6.3.1 **Grove Flock Farm, The Common.** Ref. DC/20/03696. Planning Application. Installation of 3no heat exchanger units, external vents and 47no windows to chicken sheds. Installation of 4no underground wastewater holding tanks (Retention of). Planning Permission REFUSED.
 - 6.3.2 **Cwm Elan, Cherry Tree Lane.** Ref. DC/22/00234. Application for works to a tree in a Conservation Area: Reduce height of 1no Leylandii (T1) in rear garden by 3m. NO OBJECTION.
 - 6.4 **Notification of other Planning Matters:** The PC received an update on the development at Back Hills. All nine rented / affordable homes had been handed over to Mid Suffolk at the end of January and some already appeared to be occupied. Of the five shared equity homes, two were occupied with the remaining three expected to be occupied over the next month. This meant that Phase One was complete. Two of the smaller private homes, beside the footpath, were also occupied, with a further five homes expected to be completed by the end of March. The final phase would now begin with an expectation that Burgess Homes would be finished on site in about a year. Some hedging, turfing and planting had taken place beside the footpath and Burgess would continue with the soft landscaping as the build progressed. SCC had agreed to alter the street lighting in line with the main village. The woodland would be handed over to the Parish Council, but Burgess was still a few months away from being able to provide safe access as this area still came within the construction zone.
 7. **Correspondence:**
 - 7.1 **Green Ixworth:** The action group was seeking to form a strategic partnership of parish councils along the A143, given the impact that new development in the area would have on A143 traffic. The PC agreed to express an interest.
 - 7.2 **Resident:** The PC received the complaint about parking on Chapel Lane opposite the drive to Pump Cottages. It was agreed to suggest that residents apply for an H-marking to keep the drive clear as the cost of double-yellow lines were not warranted at the site. Information would also be given about how to report repeat offenders under the Civil Parking Enforcement Scheme.

- 7.3 **Parkview Chapel:** The PC agreed to the request from the three Churches in the community to hold their annual Good Friday service in the Market Place on Friday, 15th April, from 10.00am to 11.00am.
- 7.4 **Botesdale Village Hall:** It was noted that the AGM was due to take place on 14 March and it was RESOLVED, with all agreed, to retain William Sargeant as the PC's representative on the Village Hall Management Committee.

8. Ongoing Items:

- 8.1 **Recreation Ground Refurbishment:** It was reported that work would ideally start on site after Easter with the current focus on preparing to order the play equipment. Due to a need to allow the soft landscaping to become fully established before the public were allowed on site, it was agreed that the Recreation Ground would have to remain closed from the start of work until Easter 2023. It was noted that the Llanover Estate had agreed the use of part of the adjoining field as a construction access until 1 August 2022. It was also noted that the new water connection on site had been completed.

The Sub Committee was continuing fundraising efforts and was pleased to confirm that the project had received £75,000 in District Community Infrastructure Levy funding and £15,000 from Mid Suffolk District Council's Capital Grants Fund for the Project. Other funding sources, including the National Lottery Community Fund, had been approached and the results were awaited. The Clerk presented a report with an update on the funding package for the project, outlining the Sub Committee's "Plan B" for funding. This would involve completing the first step towards a Public Works Loan application - to get borrowing approval for £70,000 from the Secretary of State for Levelling Up, Housing & Communities. A loan would cover a shortfall if as yet unsecured funding failed - an event which was considered unlikely - and would allow the project to go ahead on schedule. The report also gave details on forthcoming Parish Community Infrastructure Levy funds which could be used to repay a loan if necessary. The PC RESOLVED, with all agreed, to approve the funding report and to approve the Clerk's recommendation to seek approval of the Secretary of State for Levelling Up, Housing & Communities for the proposed borrowing of up to £70,000 for the Recreation Ground Project.

It was noted that there would be articles on the construction phase and the community art project in the April parish magazine.

- 8.2 **Street Light Replacement Programme:** There was no update.
- 8.3 **Marl Pits:** There was no update.
- 8.4 **Village Assets Refurbishment:** SCC had agreed to clean the heritage lanterns when changing lights to LED. However, they did not have the budget to re-paint posts at this time. Additionally, the state of the parish boundary sign had been reported to SCC, who considered that it was not a priority at this time.
- 8.5 **Sarah's Wood:** There was no update.

9. New Items:

- 9.1 **Internal Audit Review:** Following a deferral of this item in February, Cllrs Russell and Sargeant had continued the review using the internal controls checklist template provided by the Suffolk Association of Local Councils. Cllr Sargeant had modified the template to be more commensurate to the size, resources and capabilities of a smaller authority. Cllr Russell had highlighted several minor changes which would make the accounts more transparent and these were agreed. It was RESOLVED, with all agreed, to accept the review. Following the review it was agreed that at least one more signatory was needed and it was RESOLVED, with all agreed, to appoint Cllr Edwards.

10. Village Status Reports:

- 10.1 **Chairman's Report:** None.
- 10.2 **Clerk's Report:** None.
- 10.3 **Local Organisations:**
- Streams and Footpaths: A landowner had agreed to remove fallen trees after the recent storms but this would wait until the ground had dried out a bit.
- 10.4 **Village Assets:**
- Recreation Ground: It was noted that the metal detectorist had found a small silver coin on the site and had sold it on eBay for £9.70. It was agreed not to

pursue the 50% of the proceeds due to the Parish Council in light of the relatively low value of the find.

10.5 **Public Rights of Way:** None.

10.6 **Highways Issues:**

- Signs – it was brought up that temporary advertising signs were proliferating at the A143 junctions. It was noted that these could be reported to SCC who would remove them if they were unlicensed.
- Laybys – it was noted that HGVs were parking and related fly-tipping was on the rise. This could be reported to Mid Suffolk District Council.

10.7 **Welcome Packs:** It was agreed to ask Simon Burgess about packs for the Abbots Way development.

11. Finance

11.1 Account Balance:	£72,335.49	
Income:	£ 347.49	Cleansing Grant 3 rd qtr payment
	£ 1,000.00	Locality Fund – Recreation Ground Water Connection

11.2 **Accounts for Payment:**

Admin Payments	£ 1,136.05	Not itemised due to GDPR
Street Sweeping etc.	£ 160.60	St Clean/Play Area/VAS Mar 22
Steve Green	£ 40.00	Clean Bus Stop / Village Signs
James Blake Associates	£ 4,317.60	Rec Ground Tender/Contract Admin

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

12. **Matters for the next meeting of the Council:** The Jubilee Torch Relay on 24 May.

13. **Next Meeting:** 4 April 2022

The Chairman closed the meeting at 8.43pm.