

# BOTESDALE PARISH COUNCIL

Minutes of the meeting held Monday, 6 June 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 – Leann Jackson-Eve

1. **Apologies for absence:** None.
2. **Casual Vacancies:** There are still three vacancies.
3. **To confirm the Minutes of the Extraordinary Meeting held 9 May 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.
6. **Planning:**
  - 6.1 **Planning Applications:**
    - 6.1.1 **Walnut Tree Farm, Cherry Tree Lane.** Ref. DC/22/02569. Householder Application - Erection of a 2-bay oak framed cart lodge in rear garden. It was RESOLVED, with all agreed, to have no objection.
    - 6.1.2 **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). It was RESOLVED, with all agreed, to have no objection.
    - 6.1.3 **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. It was RESOLVED, with all agreed, to support the application.
  - 6.2 **Notice of Intent to prune/remove tree(s) in the Conservation Area:** None.
  - 6.3 **Notification of Planning Decisions by Mid Suffolk DC:**
    - 6.3.1 **8 Park View.** Ref. DC/22/01291. Householder Application - Erection of a two-storey side extension and a single storey rear extension (following demolition of existing side extension). Planning Permission GRANTED.
  - 6.4 **Notification of other Planning Matters:** The PC considered a draft letter to Bennett Homes which considered future communications with Bennett Homes during the construction phase of the development at Land South of Diss Road. The PC also discussed the opportunity to request a funding contribution to Recreation Ground Regeneration as there would be undoubted marketing benefit from the Project that would attract buyers to the Bennett Homes development. It was RESOLVED, with all agreed, to request 1) the confirmation of a liaison, at Bennett Homes, who the PC could contact regarding any urgent issues related to the construction phase; 2) quarterly Parish Council/Bennett Homes liaison meetings, via Zoom or similar, to discuss the progress of the development and any related issues that would benefit from input by our respective organisations; and 3) a monthly short email update on progress by Bennett Homes. With regard to funding, it was RESOLVED, with all agreed, to request a donation from Bennett Homes to the Project, which would be formally recognised at the Recreation Ground. It was agreed that Cllr Russell, as Chair of Botesdale Recreation Ground Regeneration Project Sub-Committee, would send the letter.

## 7. **Correspondence:**

- 7.1 **MSDC:** The PC noted the information about a "spruce up" of dog and litter bins throughout the district which would involve adding stickers to each bin encouraging responsible disposal of dog waste.
- 7.2 **Walsham-le-Willows Parish Council:** The PC noted the information about development at the Shepherd's Grove site in Stanton and its impact on other parishes, particularly via increased traffic on the A143. It was agreed to respond asking to be kept informed.
- 7.3 **SALC:** The PC noted the invitation to nominate individuals or groups for Suffolk Community Awards with a closing date of 17 July 2022. It was agreed to consider it further at the next meeting.
- 7.4 **Rickingham Day Centre:** The PC noted the thanks for the annual grant.

## 8. **Ongoing Items:**

- 8.1 **Recreation Ground Refurbishment:** It was reported that the work was progressing but not as quickly as hoped and Cllr Russell had held discussions with James Blake Associates who were managing the construction. They had spoken to the contractor, Urban Forestry, who had confirmed that there were staffing issues around the holiday period in addition to a delay finishing a previous job. It was felt that the delay would not affect the overall timetable to any significant degree. It was noted that the Community Art Project had received a good response so far and there were already enough entries to make a successful display. A funding report was given and the Clerk reported that the Lottery had been approached several times for an update on the application. The Public Works Loan Board had responded to the application for borrowing approval with a request for additional information. This included a request to add the borrowing term information to the PC's previous resolution to seek approval (agreed under Minute Ref: 8.1, 7 March 2022). It was therefore RESOLVED, with all agreed, to seek the approval of the Secretary of State for Levelling Up, Housing and Communities to apply for a Public Works Loan Board of £70,000 over the borrowing term of 2 years for the Recreation Ground Regeneration Project. The annual loan repayments would come to around £36,118.26. It was not intended to increase the council tax precept for the purpose of the loan repayments.  
The PC considered a draft Operations and Maintenance document which outlined initial considerations for the future management of the Recreation Ground. This would follow the contract period of post-construction maintenance carried out by Urban Forestry. It was agreed to develop the document further after discussing with Miracle Play and Caloo what would be the best maintenance programme to keep the equipment they provided within their long-term guarantee. Tree considerations would also be discussed with James Blake Associates. The aim would be to develop a detailed specification for a future maintenance contract and consider whether a single or multiple contractors would be most appropriate.
- 8.2 **Street Light Replacement Programme:** There was no update.
- 8.3 **Marl Pits:** There was no update.
- 8.4 **Village Assets Refurbishment:** There was no update.
- 8.5 **Sarah's Wood:** There was no update.

## 9. **New Items:**

- 9.1 **Botesdale Bugle:** It was RESOLVED, with all agreed, to approve printing (£513) and distribution costs (£25) and it was noted that the draft Bugle would be circulated to councillors on 7 June for approval by 10 June.
- 9.2 **October Meeting Date:** The PC agreed the change of meeting date from 3 October to Monday, 10 October at 7pm.

## 10. **Village Status Reports:**

- 10.1 **Chairman's Report:** None.
- 10.2 **Clerk's Report:** The Clerk reported that the Community Governance Review response had been acknowledged but there had been no further information. The following SCC Highways reports had received responses:
  - Missing steps at bridge before the boardwalk near the Event Co – this had been added to SCC's PRow work programme.

- Faded 30mph signs on Mill Road North – these would be resolved by early July.
- Damaged directional signs at the Diss Road/A143 junction – these had been added to SCC’s potential works programme and would be repaired if and when funding allowed.
- Damaged culvert at end of Fen Lane – the damage was not considered a priority for repair and would be monitored.
- Request for bollards opposite Bridewell Lane – SCC did not recommend the use of bollards instead of legal restrictions to prevent parking.

10.3 **Local Organisations:**

- Village Hall: The Committee was considering replacing the kitchen and would be seeking estimates and funding.

10.4 **Village Assets:** None.

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

10.6 **Highways Issues:** None.

10.7 **Welcome Packs:** 1 pack to Cllr Dickinson.

11. **Finance**

11.1	<b>Account Balance:</b>	£84,704.63	
	<b>Income:</b>	£ 2,000.00	J Fleming MSDC Locality Grant for Recreation Ground Project

11.2 **Accounts for Payment:**

Admin Payments	£ 1,437.82	Not itemised due to GDPR
Street Sweeping etc.	£ 220.76	St Clean/Paths June 22
Urban Forestry	£ 5,437.80	Rec Ground Inv. 30342
Urban Forestry	£ 2,160.00	Rec Ground Inv. 30343
Noticeboards Online	£ 300.00	Jubilee Plate for RG Noticeboard
Redgrave Parish Magazine	£ 75.00	Art Project (RG) Flyer Distribution
Green Clean	£ 40.00	Bus shelter, signs, notice boards
MSDC	£ 572.83	Dog/litter bin emptying

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

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

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

The Chairman closed the meeting at 8.43pm.