

# BOTESDALE PARISH COUNCIL

Minutes of the Meeting held Monday, 10 October 2022  
Botesdale Village Hall

**Present:** Cllr Des Bavington-Lowe (Vice-Chair) Cllr Simon Dickinson  
Cllr Andrew Edwards Cllr William Sargeant (Chair)

Parish Clerk – Leeann Jackson-Eve  
County/District Cllr Jessica Fleming  
2 Members of the Public

1. **Apologies for absence:** Cllrs Greg Russell and Jack Stracey
2. **Casual Vacancies:** There were still three vacancies.
3. **To confirm the Minutes of the Meeting held 5 September 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:** County/District Councillor Jessica Fleming reported on several schemes available for those affected by ongoing cost-of-living increases. She also reported that a wide range of homes was still needed for single people, mums with children and complete families from Ukraine. At District level the annual draft Babergh and Mid Suffolk Housing Land Supply Position Statements consultation was taking place. Indicatively, the land supply figures were seven years for Babergh and 10.5 years for Mid Suffolk.
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 by Mid Suffolk DC:** None.
  - 6.4 **Notification of other Planning Matters:**
    - 6.4.1 **Land to the South of Diss Road.** Ref. SN/22/00321/SN. Councillors noted the request for additional consideration of street names for the Skylarks development as the District Council felt that one of the street branches should have its own name. It was agreed that the preference was still for one street name with numbered dwellings, i.e. nos 1-69 Barley Birch, as this would be clearer and more consistent.
7. **Correspondence:**
  - 7.1 **MSDC:** The PC noted the draft Housing Land Supply Position Statement.
  - 7.2 **MSDC:** It was noted that the estimate of charges for the May 2023 parish council election was £1,235.55 for a contested election and £132.81 if it was uncontested.
  - 7.3 **MSDC:** The PC noted the information about the Local Plan Examination progress.
  - 7.4 **MSDC:** The PC noted the information about the development of a tree planting strategy for the District.
  - 7.5 **Botesdale Village Hall Management Committee:** The PC noted the information about lease renewal for the Hall and that there had been no response from the Diocesan Office to any prior correspondence about the matter.
  - 7.6 **Resident:** It was noted that additional information had been received about parking on The Drift near the dental surgery, noting that the vehicle had actually been visiting a resident. It was agreed to just monitor the situation.
  - 7.7 **Resident:** The PC received the complaint about trees in Sarah's Wood overshadowing an adjacent dwelling. It was agreed to contact Burgess Homes about the resident's concerns. Also see item 8.6.
8. **Ongoing Items:**
  - 8.1 **Christmas 2022:** The tree arrangements had been agreed with Chris Burnard and he would hire the hydraulic lift for putting on the lights. The Gislingham Band had agreed to play and had requested 14 chairs for the musicians. It was agreed to ask the After School Club if their green chairs could be borrowed for the event. The Bell

Inn had offered to provide mulled wine and mince pies again this year. It was also agreed that the art competition with St Botolphs School would take place again this year and the Clerk would purchase the prizes.

8.2 **Recreation Ground Refurbishment:** The construction progress had accelerated over the last month. All of the equipment was now in place and the focus of activity was on the landscaping. The new entrance and car parking space would be the last phase. A solution to the previously reported issues with the Fitness Equipment had been agreed with Caloo and they would be visiting the site in October to undertake the work. An exercise was in hand, with James Blake Assoc and Urban Forestry, to establish the most effective approach to securing the Recreation Ground and the installed facilities from Practical Completion to April 2023. Additional perimeter security fencing had been installed, together with sheeting to the fencing. All of the equipment would be secured to prevent unwanted use until the Ground was officially reopened at Easter. It was noted that Caroline Davidson would be curating an exhibition at the Village Hall on 15 and 16 October to display the entries to the Community Art Project and select the chosen illustrations. Finally, as of this month, the Sub-Committee was launching an opportunity to have a personal dedication engraved onto a stainless steel, leaf-shaped plaque. The plaques would form part of a permanent structure in the Recreation Ground.

8.3 **Recreation Ground Operation and Management:** There was no update.

8.4 **Street Light Replacement Programme:** There was no update.

8.5 **Marl Pits:** There was no update.

8.6 **Village Assets Refurbishment:** Cllrs Bavington-Lowe, Edwards and Russell had surveyed all the assets and would have a report available at the next meeting. It was agreed to try to get quotes for repainting the Village Sign on Hall Lane and the replacement of the damaged signpost at the entrance to Fen Lane.

8.7 **Sarah's Wood:** It was agreed to have a discussion with Burgess Homes about what to expect prior to handover to the PC of the wood. It was thought that they were due to provide a survey by an arboriculture specialist and that any necessary work would be carried out with regard to trees and fencing prior to handover. It was also agreed to check whether there would be a clear right of way from the development. Finally it was agreed that access gates would be needed to all three sections and these would need to be accessible by the large equipment needed for management of the site.

## 9. **New Items:**

9.1 **Review and Update of Council Documents:** The PC reviewed the documents and it was RESOLVED, with all agreed, to accept the unamended Standing Orders and Financial Regulations and the amended Reserves Policy and Risk Assessment.

9.2 **Parish Infrastructure Investment Plan:** It was agreed to consider the PIIP and PIIP Project List and begin a review at the next meeting.

9.3 **Speed Indicator Device:** It was noted that the existing unit was unlikely to be fit for use in future due to recurring problems with the unit following water ingress. The PC had received three quotes for an additional device earlier in the year and these had been renewed after a long deferral. Councillors compared the three devices being considered, including the power source, data collection and data download. It was noted that there was a special "two-for" offer on the Evan City Evolis and that Rickinghall PC were considering purchasing their own. It was therefore RESOLVED, with all agreed, to purchase the Evolis Solar Pack and to ask Rickinghall whether they would like to take advantage of the offer to purchase their own unit.

9.4 **Remembrance Day:** Cllr Dickinson had agreed to represent Botesdale PC and the Clerk had ordered the wreath.

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

10.1 **Chairman's Report:** None.

10.2 **Clerk's Report:** During the application to the National Lottery Fund for the Recreation Ground, it had come to light that the Ground was not registered with the Land Registry. It was noted that the Clerk had made an appointment to collect the original conveyancing documents from the Suffolk Archives and would look at the steps needed to register the land.

10.3 **Local Organisations:**

- **Streams and Footpaths:** A willow near the stream had cracked and the landowner had taken it down last week.

- 10.4 **Village Assets:** Cllr Bavington-Lowe would check that the War Memorial trough had sufficient sand.
- 10.5 **Public Rights of Way:** The footpath steps leading to the bypass crossing in Rickinghall were becoming unstable and the handrail was damaged.
- 10.6 **Highways Issues:** Back Hills was breaking up at the edges near the school.
- 10.7 **Welcome Packs:** One would be needed at the next meeting.

11. **Finance**

11.1	<b>Account Balance:</b>	£49,184.97	
	<b>Income:</b>	£22,050.00	MSDC Parish Precept 22-23 (2/2)
		£12,686.23	HMRC – VAT Reclaim Jul22-Sep22

11.3 **Accounts for Payment:**

Admin Payments	£ 1,499.91	Not itemised due to GDPR
Street Sweeping etc.	£ 144.28	St Clean October 22
Pear Technology	£ 84.00	PT Mapper Pro Support & Updates
Community Action Suffolk	£ 60.00	One Suffolk Hosting 2022-23
James Blake Associates	£ 1,977.60	Rec Ground Construction Man't Fees
Urban Forestry	£18,161.48	Rec Ground Construction Fees

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

**Direct Debit:**

Info Commissioner	£ 35.00	Data Protection Registration
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- 11.3 **Budget Report:** The PC received the 2<sup>nd</sup> Quarter report and it was agreed to consider items for next year's budget.

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

13. **Next Meeting:** 7 November 2022 – Committee Room

The Chairman closed the meeting at 8.41pm.