

BOTESDALE PARISH COUNCIL

Minutes of the Meeting held Monday, 7 November 2022
Botesdale Village Hall

Present: Cllr Des Bavington-Lowe (Vice-Chair) Cllr Simon Dickinson
Cllr Andrew Edwards Cllr Sally Jarvis
Cllr Richard Lock Cllr William Sargeant (Chair)
Cllr Jack Stracey

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

1. **Apologies for absence:** Cllrs Greg Russell
2. **Casual Vacancies:** Two prospective candidates, Sally Jarvis and Richard Lock, were considered by the Council. It was RESOLVED unanimously to co-opt both candidates, who were invited to take their seats on the Council. There was still one vacancy.
3. **To confirm the Minutes of the Meeting held 10 October 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 Fleming reported that Suffolk County Council had just purchased two machines to investigate and clear blocked drains. She advised that there were still problems with people putting glass, nappies and tetrapaks in their recycling bins, which contaminated the entire collection. There were 22 new bin lorries coming to Mid Suffolk District Council in January and a competition to name them had been launched.
A member of the public asked for the PC's view on the Community Governance Review, having received a letter from Mid Suffolk District Council asking for comments on draft proposals for a Botesdale/Rickinghall merger. The Chairman explained that both PCs had considered it at a joint meeting in the spring and had agreed to ask MSDC for legal and financial advice on two alternative proposals. Neither PC had settled on a preferred option at that time. Advice had not been offered and now the PCs were subject to the same deadline as the public – 1 December – to respond to MSDC's draft proposals. This would be discussed in more depth at item 8.3.
6. **Planning:**
 - 6.1 **Planning Applications:** None.
 - 6.2 **Notice of Intent to prune/remove tree(s) in the Conservation Area:**
 - 6.2.1 **Stable Cottage, The Street.** DC/22/05457. Notification of Works to Trees in a Conservation Area - Reduce crown of 1No. Yew (T1) by 1/3. It was RESOLVED, with all agreed, to have no objection.
 - 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 suggested "tree" street names for the Skylarks development which were in reference to the PC's suggestion, nos 1-69 Barley Birch. However, "Birch" did not refer to the tree; it was actually a corruption of another word and so tree names weren't really appropriate. It was agreed that the preference was still for one street name with numbered dwellings.
7. **Correspondence:**
 - 7.1 **SCC:** The PC noted the information about the Suffolk Pension Fund and the contribution rates payable from 1 April 2023 to 31 March 2026. In 2023-24 the contribution rate would be 22%.
 - 7.2 **MSDC:** The PC noted the information for the Town and Parish Councils' precept requirements for the financial year ending 31 March 2024. The precept request would be due by 31 January 2023.

- 7.3 **Parochial Church Council:** The PC considered the request for funding for churchyard maintenance and RESOLVED, with all agreed, to raise its annual grant to the PCC to £900.
- 7.4 **Redgrave Parish Council:** It was noted that progress on the B1113 Weight Restriction would be contingent on a costly traffic survey.
- 7.5 **Suffolk County Council:** The PC received the part-year update regarding the Energy and Maintenance costs which the PC would be invoiced for in March 2023. It was agreed to increase the amount budgeted for 2023-24 to £1,500.
- 7.6 **Transport East:** The PC completed the survey on Rural Mobility, noting that service was generally not conducive to travelling solely by bus for school or work due to the timetables.

8. Ongoing Items:

- 8.1 **Speed Indicator Device:** The final cost of the new EvanCity Evolis Speed Indicator Device was noted as £2,487.60 per unit. Two units had now been ordered in a discounted package (one for Rickinghall PC).
- 8.2 **Parish Infrastructure Investment Plan:** The PC continued with the review of the PIIP and PIIP Project List. It was noted that several small projects by community organisations could be implemented, and it was agreed to write to each organisation for more information on what was required to improve their facilities.
- 8.3 **Community Governance Review:** The PC expressed its disappointment that the requested advice from Mid Suffolk District Council had not been forthcoming. The delays to the review, the current tight deadline for comment and the equally tight timescale prior to the election meant that there was unlikely to be an opportunity to get advice in time to make an informed decision. Had the advice been received, it would have allowed a discussion about issues such as precepting changes and the impact on residents and transfer of council property/finances. It would also have allowed the Parish Councils to disseminate this information to residents and receive any feedback. A letter MSDC sent to all residents set out proposed changes to electoral arrangements but did not address their impact. It also did not offer the option to retain the status quo. It was therefore RESOLVED, with all agreed, to:
- Withdraw the request to alter the parish governance arrangements via a merger or grouping of the parishes.
 - Keep the request to alter the existing parish boundaries to incorporate outlying properties.
 - Request an amendment to the proposed alterations with regard to Stubbings Entry and Nan Hazel Lodge which have no vehicular access within the parish of Burgate. The proposed alteration to the boundary sites them in Rickinghall Superior in which they also have no vehicular access. It would be suggested to MSDC that the boundary be altered to include them in Botesdale Parish Council.
- 8.4 **Village Assets Refurbishment:** The PC considered the annual review of assets carried out by Cllrs Bavington-Lowe, Edwards and Russell. It was agreed that most of the items in the review report could wait until spring. The PC considered a quote from MJ Nunn for £347.60 for the installation of a new road sign at the corner of The Street and Fen Lane. As the sign was technically in Rickinghall, Rickinghall PC had agreed to pay for the new sign and post. They would include directional signs to the Bowls Club and Methodist Chapel, thus completing a PIIP project. MJ Nunn had quoted £494.00 for the renovation of the Botesdale village sign on the B1113. The PC RESOLVED, with all agreed, to accept both quotes.
- 8.5 **Marl Pits:** The PC agreed a draft sign for the site with the addition of a definition for "marl".
- 8.6 **Recreation Ground Refurbishment:** It was noted that the focus of the construction progress had been on the landscaping, particularly the grass seeding, hedging, planting, and pathways together with the start of work on the new entrance. There were a few minor equipment items yet to be installed as well as minor snagging issues related to already installed equipment. These items would be addressed by Urban Forestry over the next few weeks. Following a review of progress to date, the remaining scope of works, the sequencing of those works and Urban Forestry's resourcing, the Practical Completion date had been extended to 28 February 2023. Assurances had been received that the extension of the date would not have any impact on the establishment of the landscaping in readiness for the reopening, the opening date or the construction costs. It was noted that the CAP exhibition at the Village Hall had been extremely successful. The PC thanked Caroline Davidson for curating it and the Sub Committee for their active support for

the event. The Seat Leaf Dedications were launched at the exhibition and there would be follow-on articles in the parish magazine.

8.7 **Recreation Ground Operation and Management:** As the completion date had been moved to 28 February, the 12-month maintenance period would extend to the end of February 2024. At that point, the cost of maintenance would come out of the PC's budget. An indicative cost for maintenance in March 2024 had been added to the PC's 2023-24 budget.

8.8 **Street Light Replacement Programme:** The Clerk had followed up on this and had received an apology from SCC for the delay and a promise to be in touch soon with a start date.

8.9 **Sarah's Wood:** There was no update.

9. Other Items:

9.1 **Meeting Dates 2023:** 9 Jan; 6 Feb; 6 Mar; 3 Apr; Wednesday, 10 May; 5 Jun; 3 Jul; 7 Aug (Planning only); 4 Sep; 2 Oct; 6 Nov; 4 Dec.

9.2 **Christmas 2022:** Councillors had the pleasure of 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. Reception: Annie Burgin (1st) and Ted Menzies (2nd); Year 1: Ada Daniels-Young (1st) and William Beaton (2nd); Year 2: Esmé Oliver (1st) and Rafferty Marsh (2nd); Year 3: Jasmine Scales (1st) and Victoria Vasileva (2nd); Year 4: Derry Hughes (1st) and Joni Burgin (2nd); Year 5: Esmé Green (1st); Year 6: Amy Tate (1st). Congratulations were extended to all the children.

10. Village Status Reports:

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

10.2 **Clerk's Report:** None.

10.3 **Local Organisations:** None.

10.4 **Village Assets:** None.

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

10.6 **Highways Issues:** None.

10.7 **Welcome Packs:** One to Cllr Edwards.

11. Finance

11.1 Account Balance:	£96,728.36	
Income:	£ 2,270.16	MSDC Capital Grant 2nd Claim - Rec Gnd
	£ 3,934.02	MSDC CIL Bid 3rd Claim - Rec Gnd
	£ 5,000.00	Bots Rec Ground Charity - Rec Gnd
	£ 50.00	Red PC War Memorial Insurance
	£ 50.00	Rick PC War Memorial Insurance
	£58,053.07	MSDC CIL Payment Oct 22
	£ 113.41	Community Art Project Donations

11.3 **Accounts for Payment:**

Admin Payments	£ 1,381.43	Not itemised due to GDPR
Street Sweeping etc.	£ 227.28	St Clean etc November 22
Water Plus	£ 206.20	Rec Ground Water Charges
RBR Parish Magazine	£ 40.00	Rec Ground Dedications Advert
James Blake Associates	£ 1,977.60	Rec Ground Construction Man't Fees
Urban Forestry	£ 9,950.34	Rec Ground Construction Fees

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

11.3 **Draft Budget 2023-24:** It was noted that along with the agreed increases to the grant to the PCC and the cost of street lighting, Mid Suffolk District Council would also be raising the cost of dog and litter bin emptying in the next financial year. The budget for the Clerk's salary would also need to be increased in line with the Local Government Association's National Salary Award for 2022-23. The draft budget would be considered further at the next meeting.

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

13. **Next Meeting:** 5 December 2022

The Chairman closed the meeting at 9.25pm.