

# BOTESDALE PARISH COUNCIL

Minutes of the Meeting held Monday, 6 February 2023  
Botesdale Village Hall

**Present:** Cllr Simon Dickinson  
Cllr Sally Jarvis  
Cllr Greg Russell  
Cllr Elizabeth Stanford  
Cllr Andrew Edwards  
Cllr Richard Lock  
Cllr William Sargeant (Chair)  
Cllr Jack Stracey

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

1. **Apologies for absence:** Cllr Des Bavington-Lowe
2. **To confirm the Minutes of the Meeting held 9 January 2023.** The minutes, circulated prior to the meeting, were agreed as a true record.
3. **Members Declarations of Interests and Dispensations:** None.
4. **Public Forum:** County/District Councillor Jessica Fleming reported that Suffolk County Council was considering an agreement for devolution of powers and funding, including a directly elected Leader. There would be a public consultation in early summer. Suffolk Fire and Rescue had received a 'Good ' inspection rating, and the 2023/2024 budget allowed for the replacement of 20 new fire engines. Mid Suffolk District Council's draft budget included a council tax freeze for residents, despite rising costs and increased demands on services. Housing Building Services had identified issues around certifications and health and safety compliance, and this would be rectified. Locally, Mid Suffolk was likely to receive an appeal application against the refusal of the Rickinghall solar farm proposals. Finally, a senior enforcement officer from Mid Suffolk had visited the Bennett Homes site on 26 January to review compliance with the permission and relevant conditions and was not able to identify a specific breach of the permission or its conditions. However this finding was being further looked into within the context of compliance since work commenced last June.

A member of the public commented that the mess from the Bennett Homes site over the last fortnight had been shocking. However, they wished to commend the PC on the work at the Recreation Ground.

Another member of the public reported that the issues discussed at the January meeting had continued and some photos/videos had been sent to District Cllr Fleming for evidence. Cleaning was still insufficient with 60 vehicles per day causing congestion at the cleaning station. The installation of a full-sized internet fibre cabinet had begun with no notice next to Tollgate House, though following discussions with BT, it was re-sited to a more suitable location.

5. **Planning:**
  - 5.1 **Planning Applications:** None.
  - 5.2 **Notice of Intent to prune/remove tree(s) in the Conservation Area:**
    - 5.2.1 **1 The Limes.** Ref. DC/23/00477. Notification of Works to Trees in a Conservation Area - Reduce crown of 1No. tree (T1) by 30%. It was RESOLVED, with all agreed, to have no objection.
  - 5.3 **Notification of Planning Decisions by Mid Suffolk DC:** None.
  - 5.4 **Notification of other Planning Matters:** It was agreed to write to Bennett Homes highlighting the issues discussed in the public forum and to invite them to a meeting.
6. **Correspondence:**
  - 6.1 **MSDC:** The PC noted the new Street Name and Numbering Policy.
  - 6.2 **Walsham-le-Willows Parish Council:** The PC considered the correspondence concerning the Copart (vehicle acquisition, storage and remarketing) facilities with a new roundabout and roadside commercial businesses inc fast food. Walsham PC had

requested that the information be widely disseminated and it was noted that it had been put it on Facebook. Otherwise, it was agreed that Walsham PC had covered all the relevant points in its comments on the planning application.

- 6.3 **Resident:** The PC noted the complaint about the shipping container at 3 The Drift. It was agreed to write to the owner confirming that they would need planning permission as the site was within the Conservation Area.

## 7. Ongoing Items:

- 7.1 **Recreation Ground Refurbishment:** It was reported that the project was within its last month of construction, although there were likely to be some minor works remaining past practical completion. At that point the PC would enter into the 12-month maintenance contract with Urban Forestry, who had been asked to produce a maintenance plan in advance. At present, the Sub-Committee was aiming for a low-key opening on 1 April, with a formal event for contractors and funders later in the month. It was felt that a major event would cause significant parking problems and inconvenience to neighbours. Finally, it was noted volunteers from the Sub-Committee had erected a willow tunnel on site. The PC thanked the Sub-Committee.
- 7.2 **Recreation Ground Operation and Management:** Councillors were reminded that the Operations and Management Document needed feedback. This would be recirculated in advance of the next meeting.
- 7.3 **Parish Infrastructure Investment Plan:** The PC considered two applications for CIL funding. It was noted that Rickingham PC had agreed to fund the cost of 18 new armchairs for the Rickingham Day Centre at a cost of approximately £1,400. The PC also looked at an application for £37,000 from St Botolph's School Governors for new boilers as part of their £1m decarbonisation project. It was suggested that Botesdale, Redgrave and Rickingham could contribute according to their proportion of students, and it was noted that approximately 32% of the students were from Botesdale. Unfortunately, neither Redgrave nor Rickingham PCs held sufficient CIL funds to cover their proportion. It had been suggested that Botesdale PC might be willing to put forward a higher amount, with the shortfall from the other PCs to be paid when further CIL funds were received. However, it was agreed to write to the school for further information on funding levels and sources before a decision could be made.
- 7.4 **Parking on Back Hills:** Following on from discussions at the January meeting, the PC had received a reply from the Health Centre confirming that they were unable to change the layout out of the car park without losing spaces. However, they would consider cutting back planting at the entrance to improve visibility and add signage if possible. SCC Highways had also responded to suggest that double yellow lines at the entrance of The Fairstead might help. The PC still felt that they were not the answer as they would simply displace the problem, in addition to being very costly. There had been no reply yet from the school. County Cllr Fleming had suggested the PC contact the officer in charge of the MSDC Parking Strategy review.
- 7.5 **Extension of 30mph on B1113:** The PC had enquired again about the possibility of extending the 30mph zone beyond Back Hills following the installation of a new access to the development at Back Hills. The 30mph signs were currently just south of the new access. SCC Highways had given a positive response but would not agree to move it back to the parish boundary as requested. They were currently considering where it might be sited. It was noted that it would require a Traffic Regulation Order which would cost around £8,000. County Cllr Fleming had confirmed that there were no funds available in her Local Highways Budget. It was agreed to consider funding once the site was confirmed by SCC.
- 7.6 **Steps to FP15 Bridewell Lane:** A quote had been received for work to the road surface beneath and around the steps in Bridewell Lane to improve their safety. The PC RESOLVED, with all agreed, to accept the quote of £1,337.81 from M J Nunn Surfacing and to use CIL funding for the project. The near neighbours would be contacted about the work in advance.
- 7.7 **Speed Indicator Device:** It was noted that the device was up and running.
- 7.8 **Village Assets Refurbishment:** The Clerk had received a quote for the work identified in the last survey, to include repair of the village seat in front of the Chapel of Ease, replacement of the Perspex in the Osmond House notice board, cleaning two grit bins and reinstating the Blue Orchid grit bin on its slab. It was RESOLVED, with all agreed to accept the quote for £435.86 from Parish Assets Management. It was noted that the Clerk had also requested a quote for two

shared assets – the notice board opposite The Bell and the local walks map opposite The Greyhound – to be cleaned treated and stained. It was RESOLVED, with all agreed to accept the quote for £558.29 from Parish Assets Management (1/2 to be paid by Rickingham PC).

- 7.9 **Community Governance Review:** There was no update.  
7.10 **Marl Pits:** There was no update.  
7.11 **Street Light Replacement Programme:** There had been no update and the Clerk would follow up on this.  
7.12 **Sarah's Wood:** There was no update.

## 8. Other Items:

- 8.1 **Internal Auditor:** It was RESOLVED, with all agreed, to appoint Trevor Brown as internal auditor at a cost of £450.  
8.2 **Litter Pick:** The PC noted that 25 March had been agreed. The Clerk had arranged for MSDC to collect the rubbish from Snape Hill and additional black bin bags had been delivered to Cllr Sargeant. It was agreed to include the southern boundary of the Recreation Ground if possible.  
8.3 **Internal Audit Review:** The PC noted that this would take place in February and a report would be made at the March meeting.  
8.4 **Parish Council Email:** The PC noted the migration to a new parish council email address: clerk@botesdale-pc.gov.uk. This would be publicised widely.

## 9. Village Status Reports:

- 9.1 **Chairman's Report:** None.  
9.2 **Clerk's Report:** None.  
9.3 **Local Organisations:**
- Streams and Footpaths Project – One of the members had carried out some research on the streams network and determined that the stream was called Botesdale Brook. It was the main headwater which served the Little Ouse.
  - Village Hall – It was noted that the management committee was soon to lose Trustees. The AGM would be held in March.
- 9.4 **Village Assets:** None.  
9.5 **Public Rights of Way:** None.  
9.6 **Highways Issues:** None.  
9.7 **Welcome Packs:** None.

## 10. Finance:

10.1	<b>Account Balance:</b>	£ 115,647.86	
	<b>Income:</b>	£ 3,132.00	Rickingham PC Xmas/SID
		£ 370.50	MSDC Street Cleaning Grant 2 <sup>nd</sup> qtr
		£ 2,640.60	MSDC CIL Bid 2 1 <sup>st</sup> Claim - Rec Gnd

### 10.2 Accounts for Payment:

Admin Payments	£ 1,616.11	Not itemised due to GDPR
Street Sweeping etc.	£ 124.28	St Clean etc January 2023
Community Heartbeat Trust	£ 36.00	Defib Emergency Phone (1/2)
Community Heartbeat Trust	£ 81.00	Defib Annual Support Cost (1/2)
M Nunn Surfacing	£ 487.20	New SID post Diss Road
TBS Hire Ltd	£ 30.00	Hire of Barriers – Xmas tree

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

11. **Matters for the next meeting of the Council:** Coins for the Coronation.

12. **Next Meeting:** 6 March 2023

The Chairman closed the meeting at 9:00pm.