

BOTESDALE PARISH COUNCIL

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

Present: Cllr Des Bavington-Lowe
Cllr Andrew Edwards (Chair)
Cllr Richard Lock
Cllr Elizabeth Stanford

Cllr Simon Dickinson
Cllr Sally Jarvis
Cllr William Sargeant
Cllr Jack Stracey

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

1. **Apologies for absence:** Cllr Greg Russell
2. **To confirm the Minutes of the Meeting held 2 October 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:** A member of the public spoke about flooding concerns related to Fen Lane. It was agreed to write to the landowner about some blockages at the stream which were exacerbating the problem. County Cllr Fleming reported that staff from local authorities and other organisations, co-ordinated by the Joint Emergency Planning Unit, had been working on responses to flooding across the county. There was further information on the SCC website and flooding problem areas and blocked drains should be reported on the Suffolk Highways reporting tool with a photograph if possible. Suffolk County Council was designated as Lead Local Flood Authority and had a duty to collect information and undertake investigations into "significant" flood events.
Cllr Fleming also reported that £3.6million was available over the next two years for enhancements to the current bus transport network. Some of this would go to bus companies to support existing services, and some into design work on Bus Priority schemes.
She reported that this was a good time to report missing or damaged road signs as they were being reviewed.
Finally, she reported that a 13-week two-part consultation on Suffolk Libraries was open until Friday 26 January 2024. A competitive Tender Process would follow with a new contract awarded in November 2024. A key focus in was the council's Library Outreach services and the future of the three mobile library vehicles which were old and would need replacing. These served at least 500 stops across rural Suffolk each month and consideration would be given to whether or how to replace them.
5. **Planning:**
 - 5.1 **Planning Applications:** None.
 - 5.2 **Notice of Intent to prune/remove tree(s) in the Conservation Area:** None.
 - 5.3 **Notification of Planning Decisions by Mid Suffolk DC:** None.
 - 5.3.1 **Grove View Workshop, The Common.** Ref. DC/23/02856. Planning Application - Conversion of steel portal framed agricultural barn to 1no dwelling. Planning Permission GRANTED.
 - 5.3.2 **St Botolphs Chapel of Ease.** Ref. DC/23/04241. Application for works to a tree in a Conservation Area - Reduce 1 No. Cherry (T1) by 1/3. NO OBJECTION.
 - 5.3.3 **Brockwell House, The Street.** Ref. DC/23/04334. Application for works to trees within a Conservation Area - Top 1 No. Walnut (T1) by 1/3rd. NO OBJECTION.
 - 5.4 **Notification of other Planning Matters:** None.
6. **Correspondence:**
 - 6.1 **MSDC:** The PC noted the review of polling districts and places with timetable, formal consultation deadline 30 November.
 - 6.2 **MSDC:** The PC noted the information for the Town and Parish Councils' precept requirements for the financial year ending 31st March 2025.
 - 6.3 **Resident:** The PC received a complaint about dog mess, littering and speeding on the B1113 near the new Abbots Way development. It was RESOLVED, with all

agreed to install a new dog bin at the corner of Back Hills and the B1113. Both litter and dog fouling were the responsibility of Mid Suffolk District Council and the resident would be advised to report them either by phone or online. It was noted that the litter on the layby was in Redgrave and they would be informed. Finally, it was hoped that the speeding on the B1113 will be alleviated by ongoing efforts to move the 30mph zone further out of the village.

7. Ongoing Items:

- 7.1 **Recreation Ground:** The Sub Committee had begun discussions with Urban Forestry regarding the Operations and Maintenance activities from 1 March 2024. The first task was to determine the required scope of work using the 2023-24 activities as a baseline. Work to extend the Swing to include two flat seats as originally specified was to be undertaken by UF at no additional cost and would commence in November. A hard standing for the bins would be installed at the same time. UF had completed the installation of the conversation bench including the planting of the tree as kindly donated by UF. The Sub Committee was investigating with James Blake Associates and UF the options for and viability of addressing the bare grass in front of the goal.
- 7.2 **TRO for Back Hills, Chapel Lane and Mill Road North:** Confirmation of County Cllr Jessica Fleming's support was still pending.
- 7.3 **TRO for extension of 30mph on B1113:** Confirmation of County Cllr Jessica Fleming's support was still pending.
- 7.4 **Village Appraisal:** Cllr Edwards had received the original question set and was in the process of going through them to see if they were still relevant and whether the PC should, for example, include questions regarding environmental issues, sustainability and renewable energy.
- 7.5 **Parish Infrastructure Investment Plan:** Rickingham PC had agreed that it would be useful to revive the PIIP Steering Group to review the PIIP and this would be done in the new year. It was suggested that it could join with the Neighbourhood Plan Steering Group to look at the Joint Local Plan.
- 7.6 **Marl Pits:** The sign would be erected next week.
- 7.7 **Sarah's Wood:** The Clerk had received a call about a dead tree in the Wood which an Abbot's Way resident was arranging to have removed.

8. Other Items:

- 8.1 **Flooding Prevention:** The PC considered what it could do to prevent future flooding and/or provide support to victims of flooding. It was agreed that the PC was limited in what the practical help it could provide compared to Suffolk County Council and Mid Suffolk District Council. However, it could disseminate vital emergency information via the parish magazine, website and Facebook in order to help residents find the support they needed. It was also agreed that residents would be reminded in March about their riparian responsibilities for clearing waterways. This could be done annually along with a reminder in September to prepare for flooding where necessary. Finally, it was agreed to write to Llanover to remind them to clear the ditch next to Bridewell Lane again.
- 8.2 **Meeting Dates 2024:** These were agreed as follows – 8 Jan; 5 Feb; 4 Mar; 8 Apr; 13 May; 3 Jun; 1 Jul; 5 Aug (Planning only); 2 Sep; 7 Oct; 4 Nov; 2 Dec
- 8.3 **Christmas 2023:** It was noted that Cllr Bavington-Lowe would provide barriers for the Lights On event on 2 December and all of the arrangements for the event were in hand. Councillors had the great pleasure of voting on the Christmas themed drawings from children at St Botolph's Primary School. All winning drawings will be displayed around the Christmas tree in the Market Place. Reception: November Shepherd (1st) and Teddy Priestley (2nd); Year 1: Effy Brown (1st) and Annie Burgin (2nd); Year 2: William Beaton (1st), Imogen Clarke (2nd) and Isla Turner (2nd); Year 3: Robyn King (1st) and Annabelle Clarke (2nd); Year 4: Penny-Rose Fox (1st) and Jasmine Scales (2nd); Year 5: Derry Hughes (1st) and Joni Burgin (2nd); Year 6: Bertie Bavington-Lowe (1st). Councillors were pleased with the number of entrants and the particularly high standard this year.

9. Village Status Reports:

- 9.1 **Chair's Report:** The Chair reported that he had again attended 'Councillor's Corner' at the Rickingham Farmer's Market alongside County Cllr Jessica Fleming, District Cllr Gilly Morgan and Rickingham Chair Geoff Short. It was noted that some progress had been made with formalising the Community Transport scheme so that

a contribution could be made to a new bus. Bennett Homes had indicated that they would provide a strip of land at no cost if the PC funded the design, approval and construction of a layby in Chapel Lane. It was noted that SCC would need a site plan to determine whether this was possible and this would be obtained from Bennett Homes.

9.2 **Clerk's Report:** SCC Highways would visit Cherry Tree House, Cherry Tree Lane to determine whether signage could prevent vehicles from damaging the property.

9.3 **Local Organisations:**

- Streams and Footpaths – The design of the information board for the site at Fen Lane had been completed and the Clerk was waiting for confirmation from the Little Ouse Headwaters Project of their funding offer.
- Village Hall – A meeting was upcoming on 20 November.
- Suffolk Green Cluster – Cllr Lock had circulated notes from the last meeting and they were noted. The next meeting was on 14 December.

9.4 **Village Assets:** None.

9.5 **Public Rights of Way:** It was RESOLVED, with all agreed to provide a new dog bin at Spring Meadow as the old one had a metal insert which was rusting and sharp.

9.6 **Highways Issues:**

- The streetlight on Bridewell Lane opposite Chapel Lane would be cleared of ivy by SCC.
- The road surface of Back Hills was now very poor, particularly in the passing places which were essential on the single-track road. The floods often hid the damaged road surface below. This related to earlier concerns about the siting of the Burgess home works, particularly the garage nearest to Rose Lane, narrowing the carriageway, though this had not been confirmed. Councillors discussed a "one way" solution – making Back Hills no entry from Hall Road – which had been considered more than once previously. It was felt by some that as there was no obvious solution to the road surface and drainage problems, the one-way option would at least make the available carriageway more usable. It was noted that SCC had previously knocked back enquiries about a one-way system due to it causing problems with buses used by the school. However, it was agreed to discuss this further at the next meeting.

9.7 **Welcome Packs:** 1 to Cllr Edwards and 2 to Cllr Sargeant for next meeting.

10. **Finance (as of 31/10/23):**

10.1	Account Balance:	£ 180,219.09	
	Bank Balance:	£ 180,219.09	
	Income:	£ 250.00	Pride in Your Place Grant
		£ 40,172.84	MSDC CIL Payment April 23
		£ 6,757.72	Lottery Grant 4th Claim – Rec Gnd
		£ 50.00	Red PC War Memorial Insurance

10.2 **Accounts for Payment:**

Admin Payments	£ 1,426.14	Not itemised due to GDPR
Street Sweeping etc.	£ 205.14	St Clean etc November 23
Birketts LLP	£ 1,561.20	Land Registration – Rec Ground
Community Action Suffolk	£ 60.00	Website Hosting 2023-24
SALC	£ 84.00	Training – G Russell
Gislingham Silver Band	£ 50.00	Remembrance Day service
Urban Forestry	£ 12,289.39	Rec Ground Works/Maintenance

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

Payments by Direct Debit:

HMRC	£ 206.71	PAYE for 2 nd qtr 2023-24
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10.3 **Budget Report:** The draft budget would be considered further at the next meeting.

11. **Matters to be brought to attention of the Council:** It was noted that there were no Remembrance events on Saturday, 11 November as they would take place on Remembrance Sunday. A councillor had noted that there was concern across the country about Gaza protests aligned to Remembrance Day events.

12. **Next Meeting:** 4 December 2023

The Chairman closed the meeting at 8:42pm.