

# BOTESDALE PARISH COUNCIL

Minutes of the meeting held Monday 6 February 2017  
Botesdale Village Hall

**Present:** Cllr John Abraham  
Cllr Ernie Baxter  
Cllr William Sargeant (Chairman)  
Cllr Desmond Bavington-Lowe  
Cllr Ken Liddle  
Cllr Caroline Stratford  
District Councillor Derek Osborne  
County Councillor Jessica Fleming  
Parish Clerk – Leeann Jackson-Eve

7.30pm The Chairman welcomed those present and opened the meeting.

1. **Apologies for absence:** Cllr Mike Bishop
2. **Casual Vacancies:** None.
3. **To confirm the Minutes of the Meeting held 9 January 2017.** The minutes of the Meeting, circulated prior to the meeting, were agreed and signed.
4. **Members Declarations of Interests and Dispensations:** None.
5. **Public Forum:** 7.33pm *RESOLVED*, with all agreed, to adjourn the meeting for the public forum. Cllr Fleming reported that there was to be a 1.9% increase in the police and crime precept and SCC would have a general increase of 3%, with a further 3% to be used solely for adult social care within the county. The full SCC budget debate would begin on 6 February. Some consultation on post-16 travel arrangements was underway. Cllr Osborne reported that the Stowmarket CAB received 322 enquiries from this ward last year and that there would be an increase in the cost of emptying dog and litter bins. MSDC and Babergh DC would be moving later in the year to share Endeavour House, Ipswich with the County Council. A drop-in centre would be established in Stowmarket following the move. The Chairman reconvened the meeting at 7.46pm.
6. **Planning:**
  - 6.1 **Planning Applications:**
    - 6.1.1 **Grove Flock Farm, Mill Road, Botesdale.** Ref. 0241/17. Application for Prior Approval for a proposed change of use of Agricultural Building to a dwelling house (Class C3) and for associated operational development. It was *RESOLVED*, with all in favour, to have no objection.
    - 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.
7. **Progress Reports:**
  - 7.1 **Chairman:** The Chairman had assisted with the preparation for the initial open meeting for the Neighbourhood Plan on 18 January, attended by Bill Newman from MSDC and about 80 residents who agreed that a Neighbourhood Plan was necessary to identify the characteristics of future development within Botesdale and Rickinghall. A further meeting was held on 30 January attended by 32 people to establish a forum to prepare a Neighbourhood Plan. Seven nominations were made to form a Steering Group, who would meet soon to establish the details of overseeing the development of the Plan, including grant application and financial management. The Steering Group had representation from both Parish Councils. The meeting agreed that the plan should cover the whole area of the three parishes, Botesdale, Rickinghall Inferior and Rickinghall Superior.
  - 7.2 **Clerk:** The Clerk reported that some research into the Town and Country Planning Act 1990, Schedule 9, particularly 61E(6) definition of qualifying body, 61F(4) authorisation to act in relation to neighbourhood areas and 61F(2) consent from second parish had confirmed that the qualifying body was the parish council if the proposed neighbourhood area contained all or part of an administrative area of the parish council. If there was more than one administrative area, one parish council should take the lead with the other's consent. Paul Bryant from Community

Planning at MSDC had confirmed this and that the parish councils would need to make a formal commitment to joint working. One parish council would need to consent formally to the other taking the lead and councillors informally agreed that Botesdale PC should give consent as the smaller parish. The lead PC would then most likely take an administrative and supportive role in the proceedings, leaving the Steering Group and Forum to undertake the work on the Plan. It was agreed to take these formal decisions at the March meeting.

## 8. Correspondence:

- 8.1 **MSDC:** The Town and Parish Council Newsletter was noted.
- 8.2 **MSDC:** The District Council's change of governance to the Leader and Cabinet system was noted. This would bring it into line with the County Council.
- 8.3 **BSEVC:** The BSEVC was a minibus service that could be used by community groups, charities, community interest companies or education establishments and might be suitable for larger groups as it was a 15-seater. The Clerk reported that Gordon Lawrence, the local Community Bus service co-ordinator, had concerns that local residents might see this as an alternative to the Community Bus. However, it was noted that the BSEVC service was not available to private users and would not be in direct competition.
- 8.4 **Botesdale Methodist Church:** The request for grant towards hall furnishings was received and it was agreed to defer the request to consider with other grants in May.
- 8.5 **Gislingham Silver Band:** The thanks for January's donation was noted.
- 8.6 **Friends of Botesdale Health Centre:** The thanks for the Christmas Eve collection was noted.

## 9. General Items:

- 9.1 **Play Area:** Councillors had met on 30 January to discuss new play equipment and a quote of £1,325.90 had been received for the chosen pieces of equipment from HAGS SMP. It was RESOLVED, with all in favour, to accept the quote for three springies suitable for toddlers. It was agreed to ask the contractor who would be carrying out the refurbishment of the play area to install the springies at the same time. The Parish Council noted that it had not been possible to obtain further quotes for the work at the play area due to lack of response and RESOLVED, with all in favour, to accept the quote of £4,553.00 from Urban Forestry for refurbishment of the play equipment and other items in the play area, as well as new safety grass matting surfacing. It was felt that the quote was reasonable for the amount of work to be undertaken.
- 9.2 **Vehicle Activated Sign:** Positive feedback had been received back from Hoxne, Brome & Oakley and Thorndon regarding their VAS. Following the resolution last month to progress with the purchase of the system pending good feedback, it was agreed to go ahead and purchase the system. The associated software would also be purchased for £85. The total of the purchase would be about £2,650 subject to the exchange rate (system purchased from Germany). Cllr Fleming had agreed to make a contribution from her Locality Budget and the posts would be installed by the County Council.
- 9.3 **Annual Parish Meeting:** There was no suitable date for a separate APM this year so it was agreed to hold it at 6.30pm prior to the regular PC meeting on 3 April. The deadline for reports was 27 March.
- 9.4 **Annual Newsletter:** It was agreed to feature the work to the play area in the newsletter. The deadline for reports was 15 April.
- 9.5 **Internal Audit Review:** Cllr Sargeant would carry out the annual review.

## 10. Finance:

10.1 **Account Balance:** £30,867.79  
**Income:** £ 360.00 RickPC Xmas contribution

### 10.2 Accounts for Payment:

L Jackson-Eve	£ 503.06	Sal/Exps Jan 17
T Gaddis	£ 122.55	Street Cln/Play Area Feb 17
TBS Limited	£ 38.40	Barriers for Xmas Tree Jan 17

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

11. **Councillors Reports:**

- **War Memorial:** It was agreed that the wreaths were still in good shape and to leave them a little longer.
- **Website:** The Clerk would add a page for the Neighbourhood Plan.

12. **Highways Issues:** There had been some flooding in Bridewell Lane and Cllr Abraham would take pictures to report to SCC. The holes running down the centre of The Street and Bury Road were now a major problem for cyclists and would be reported again despite not meeting the minimum size for repair. The Clerk would find out when the next street light cleaning was due to take place.

13. **Welcome Pack:** Two to Cllr Sargeant.

14. **Matters to be brought to the attention of the Council:** It was agreed to have a standing item for the Neighbourhood Plan under Planning.

15. **Next Meeting:** 6 March 2017

The Chairman closed the meeting at 9.20pm.