

# BOTESDALE PARISH COUNCIL

Minutes of the meeting held Monday 8 January 2018  
Botesdale Village Hall

**Present:** Cllr John Abraham Cllr Des Bavington-Lowe  
Cllr Ernie Baxter Cllr Caroline Stratford  
Cllr William Sargeant (Chairman)

Parish Clerk – Leeann Jackson-Eve  
County Councillor Jessica Fleming  
District Councillor Derek Osborne  
18 Members of the Public

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

1. **Apologies for absence:** Cllr Bishop.
2. **Casual Vacancies:** The meeting noted with sadness the death of Cllr Ken Liddle shortly after Christmas. A councillor for less than two years, Ken brought great enthusiasm to the role of Tree Warden and would be missed.
3. **To confirm the Minutes of the Meeting held 4 December 2017.** The minutes, circulated prior to the meeting, were agreed and signed.
4. **Members Declarations of Interests and Dispensations:** None.
5. **Public Forum:** The PC welcomed Susie Philips representing Llanover Estates, which had held significant land holdings in Botesdale and Redgrave since the mid-60s. Ms Philips explained that the branch of the company with local holdings was headed by Ben Herbert, who lived in south Wales but had local ties having served an apprenticeship at a farm in Redgrave. The local disquiet over the application for 69 houses at "Land south of Diss Road" had been brought to her attention and she apologised for the way it had been handled so far, without prior consultation with the community. She explained that the application had progressed too far to withdraw but as an outline application, there would be a lot of flexibility with the details of layout, type and size of housing as well as landscaping, etc. Members of the public pointed out that this did not apply to the access which would be confirmed in the current application and Ms Philips agreed to consider this further, particularly with the owners of Tollgate House. She said that she was committed to finding out what the village needed and wanted for this application and in the long term.

Dr Tim Cooke spoke about the need for extension of the Health Centre and additional parking. He noted that there would be a new footpath from the rear overflow car park to the Centre and more people would be encouraged to park there.

6. **Planning:**
  - 6.1 **Planning Applications:**
    - 6.1.1 **Botesdale Health Centre, Back Hills.** Ref. DC/17/05623. Planning Application - Erection of a 2-storey extension comprising of 3 x new clinic rooms, 1 x consulting room, new resuscitation unit, new community hospice and new external courtyard space between existing and proposed buildings. The PC agreed that the expansion was needed to keep up with local need. However, it was noted that residents were concerned about the effect on parking. It agreed that the strain on parking could be eased by publicising the existence of the overflow parking at the back of the Centre, accessed from The Drift, with better signage and by making a rear entrance to the Centre. It was therefore, RESOLVED, with all agreed, to support the application.
    - 6.1.2 **Greyhound Inn, The Street.** Ref. DC/17/05958. Planning Application. Erection of outbuilding. It was noted that the application was for retention of an outbuilding which had not been built in accordance with approved plans in respect of the roof materials used and the absence of a brick plinth. The PC agreed that retention of the corrugated metal sheet roof had not been justified within the application and

the original material – red reclaimed clay pantiles – would be more in keeping with local architecture. It was therefore, RESOLVED, with all agreed, to object to the application.

- 6.1.3 **The Newsagent, Bell Hill Cottage, The Street.** Ref. DC/17/04484. Listed Building Application - Insertion of internal extraction equipment with external flue, internal sound proofing and fire-proofing partitions and new internal door. (New information.) The application had been submitted to the District Council Planning Committee on 3 January with a recommendation from the Planning Officer to approve. However, the owners of Bell Hill House had presented the District Council with legal advice that the report was technically flawed and that a challenge by judicial review was possible. The Planning Committee consideration was postponed until the end of the month, and a site visit was planned. In the meantime, there was an additional heritage statement for the Listed Building consent application and as this was specialist advice, it was agreed not to add to previous comments.

- 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:**

- 6.3.1 **Land at Common Road.** Ref. DC/17/03002. Erection of 2 agricultural buildings, machinery storage building and residential dwelling in association with cattle breeding business. Planning Permission GRANTED.

- 6.4 **Neighbourhood Plan Update:** The Chairman reported that consultants' reports were still arriving and there were two meetings of the Steering Group on 10 and 30 January. The NP Forum meeting planned for 10 January had been postponed and would now be held at 7.30pm on Wednesday, 21 February at the Botesdale Village Hall. It was RESOLVED, with all in favour, to sign a Memorandum of Understanding with the District Council, which set out the respective roles and responsibilities of the District and Parish Councils.

## 7. Progress Reports:

- 7.1 **Chairman:** The Chairman reported that

- He had attended a meeting organised by MSDC on their new Community Housing Fund. This focussed on a process whereby local councils established a land trust to manage the development of community-owned land.
- He had arranged for Santa to visit the Market Place. This was less well-attended than usual, possibly due to the later time to avoid a clash with another event. However, £40 had been raised for the Friend of the Botesdale Health Centre and he thanked everyone who had contributed to the organisation.
- A working group had been meeting to identify a cost-effective way to provide adequate pension provision for the Clerk. Details of a private scheme would be compared with the terms of the Local Government Pension Scheme, which was widely used for government posts in Suffolk, but required higher rates of employer contributions.
- The Christmas tree, which had been of a very high standard, had been removed. The PC thanked Chris Burnard for his leadership in decorating the tree and dismantling it.

- 7.2 **Clerk:** None.

## 8. Correspondence:

- 8.1 **MSDC:** The 2018 precept and tax base arrangements were noted.

- 8.2 **Smaller Authorities Audit Appointments Ltd:** It was noted that PKF Littlejohn LLP had been appointed for external audit for parish councils. Fees would be £0 for councils with income/expenditure up to £25,000 and £200 for the next band.

## 9. General Items:

- 9.1 **Annual Parish Meeting:** It was agreed to hold the APM at 7.00pm prior to the PC meeting on 9 April, with a report deadline of 23 March.

**10. Finance**

|      |                              |  |
|------|------------------------------|--|
| 10.1 | <b>Account Balance:</b>      | £30,846.97                                     |
|      | <b>Income:</b>               | £ 0.00   |
| 10.2 | <b>Accounts for Payment:</b> |  |
|      | L Jackson-Eve                | £ 565.78 Sal/Exps Dec 17                       |
|      | T Gaddis                     | £ 143.32 St Clean Jan 18                       |
|      | HMRC                         | £ 73.80 PAYE for LJE – 3 <sup>rd</sup> quarter |
|      | SALC                         | £ 14.00 Contracts/Procurement Training         |
|      | LCPAS                        | £ 13.33 Data Protection Training               |
|      | Elveden                      | £ 672.00 Christmas Tree                        |
|      | C Burnard                    | £ 132.00 Hire of Hydraulic Platform            |
|      | TBS Ltd                      | £ 86.40 Barrier Hire – Nov/Dec 2017            |
|      | MSDC                         | £ 57.04 Play Inspection Fees 2017              |

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

- 10.3 **Budget:** Budget for 2018/19: It was RESOLVED, with all agreed, to set a BUDGET of £30,000 for the year 2018/19 and to retain funds of £25,200 earmarked for general reserves and village improvements, making a total fund of £55,200. The PC RESOLVED, with all agreed to sign the form requesting a precept of £28,700 from Mid Suffolk District Council. This was an overall 4.4% rise on the amount received in 2017/18, adding an average £3.62 per annum per household depending on the band.

**11. Councillors Reports:**

- SALC/Parish Liaison: The Chairman reported that a new CEO of SALC would be starting in January.
- Tree Warden: It was agreed to not appoint a new tree warden and to deal with queries directly.
- Village Hall: The committee was seeking quotes for internal redecoration next year and for replacement of two front windows.

12. **Highways Issues:** The Clerk reported that the legal order for the double-yellow lines would be formally advertised in January and the process would take about three weeks.

13. **Welcome Pack:** None.

14. **Matters to be brought to the attention of the Council:** The Clerk would follow up again on the replacement light in Bridewell Lane as there had been no reply over the holidays.

15. **Next Meeting:** 5 February 2018

The Chairman closed the meeting at 9.22 pm.