

BENTLEY PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT BENTLEY VILLAGE HALL ON THURSDAY 12 JULY 2018 AT 7.30 PM

Present

Cllr M Bamford - Chairman Mrs J Scott – Clerk Cllr B Feltwell Cllr N Moxey
Cllr K Hutchings Cllr P Cross Cllr C Goodwin

Also in attendance County Councillor Gordon Jones, Footpath Warden - 3 members of the public

Cllr Bamford welcomed everyone to the meeting and apologised for the 5 minute overrun of the Playing Field Society Meeting. The Clerk received no notification of anyone planning to film or record.

1. **To record apologies for absence:** Cllr A Graffham Cllr K Spicer, District Councillor J Hinton.
2. **To receive Declaration of Interest relating to Agenda items:** In respect of the Planning application for alterations to the Case is Altered - all Councillors are shareholders (with the exception of 1) so therefore have a Pecuniary Interest and would not be able to comment on the application.
3. **Dispensations – to consider written requests for dispensation of disclosable pecuniary interest in matters relating to Agenda items** – None received
4. **To approve minutes of the Parish Council Meeting held on Thursday 7 June 2018** – The minutes were approved as a true record and duly signed.

Proposed Cllr N Moxey Seconded Cllr P Cross All in favour CU
5. **Matters Arising from the minutes: Page 916** – not heard anything from County Councillor Jones re blocked drains and soakaways – Notice re hedges encroaching the pavement has been sent to the Bentley Bugle. There has been a good uptake of 30 mph stickers from residents in Station Road and Capel Road and have now got the Play Area signs and a new 30 mph sign outside the Village Hall. – rest will be covered by agenda items.

Public Session

County Councillor Gordon Jones – Read to a written report **Appendix 1** in the minute book and on the Parish Council website. Councillors had received a copy of the report and Councillor Jones stated he was going to see Highways on Thursday and will raise the matter of the drains, soakaways and ditches then. He gave an update on School Transport – changes come into effect September 2019 – Consultation on proposed changes to the future commissioning of specialist education services for children & young people - they are launching an online system Suffolk Parent Governor in Work (parents can access their files and see whether there is a blockage) – the process is becoming a lot more transparent. A discussion followed on the increase in demand and lower funding.

District Councillor John Hinton – sent his apologies – he was unable to attend as he was at East Bergholt's Parish Council Meeting. His report had been circulated to Councillors and is **Appendix 2** in the minute book and on the Parish Council website.

Resident: Concerned about drains, soakaways and ditches. County Councillor Gordon Jones to find out the programme schedule for gullying etc.

6. Planning Applications

a) To note decisions of Planning Authority on previous applications -

B/16/00949	Ivy Cottage, Capel Road	Discharge of conditions for application B/16/00949 –
DC/18/02184	Woodview Nurseries, Hazel Shrub	Permission has been granted
B/17/00529/HSE	3 Red Cottages, Potash Lane	Non Material Amendment to application B/17/00529/HSE
DC/18/02029	Linkfield, Hazel Shrub	Reserved matters have been approved

b) To give comments on any new applications in hand –

C/18/02843	The Case is Altered, Capel Road	Erection of single storey extension -
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Councillors were unable to comment on this application due to Pecuniary Interest in the Case is Altered.

DC/18/02749	Holly House, Highfields	Application for consent to carry out works to trees protected by a TPO Notification of works to trees protected under Tree Preservation Order BT362 – Oak (T1) Reduction by 30% -
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Bentley Tree Warden has been notified of this application and we await his recommendations.

Comments were made on the application for Rowan Acres – on the website it has been approved but no Decision Notice has been received. Also, Councillors were under the impression that the application re Garages South West of Silver Leys, to which they strongly objected, was going to be refused - following District Councillor John Hinton's e-mail to Babergh asking for a site meeting - and being told that the Planning Officer was "minded to refuse" - to date no decision notice has been received. Babergh & Mid Suffolk Media release - Council demonstrates over 6 years of housing land supply- was noted.

7. **Report by Exception – Tree Warden/Footpath Warden – Tree Warden** – No report available **Capel Library**: No report available. **Bentley Long Barn** –No further news. **Footpath Warden** – Stated that there was nothing particular to report other than the fact that he has not enjoyed the best of heath so the paths are not as tidy as he would like to see them but will deal with them as best as he is able he urged parishioners to let him know if there is a problem – he was asked if he had a trainee but said that the Tree Warden helps him out from time to time.

8. **Bentley Commemoration of end of WW1 on November 11th** – A Bentley Resident had sent the Clerk a link to details about the graves of the Fallen from Bentley <http://www.krpa.co.uk/war-graves> which had been passed on to the organisers of the Commemoration of the end of WW1 which is to be held in the Village Hall. Cllr Bamford is to look at the form re temporary road closure.

Action: Cllr Bamford to look at the temporary road closure form

9. **To adopt Neighbourhood Plan -** Following a Village Meeting on 12 July the go ahead was given to proceed with a Neighbourhood Plan. An active group of people are gathering information for the Parish Council to sponsor the area of designation. It is planned to follow the Lavenham Plan which seems to be the most successful local one. A questionnaire is being drawn up with around 45 questions and the Housing Survey needs to be redone – Cllr Moxey is in contact with CAS – two copies of the questionnaire will be delivered to every house in the parish. It was proposed that the Parish Council sponsor the area of designation part of the plan which is in four stages.

A discussion followed and Cllr Moxey stated that she would like to have seed funding on the agenda of the September meeting. There were concerns over risk – but the meeting was told that the Parish Council are not underwriting it.

Proposed Cllr B Feltwell Seconded Cllr P Cross All in favour CU

10. **To discuss Parish Infrastructure Investment (PIIP) – Utilisation of CIL monies –** Councillors discussed a list of projects for a formal list of priorities to be finalised by the next meeting; to include Road safety and the provision of vehicle activated signs, a slide in the play area, increased road safety around the school, extending the footpath to the school which is 200 yards short and parish field improvements. There are some significant housing developments coming up and a list needs to be published. There is also £1,100 in S106 money available.

11. **To consider the purchase of a hedge trimmer-** The purchase of a hedge trimmer for footpath maintenance was discussed and it was proposed that the Footpath Warden look at trimmers (either motor or electric) up to a value of £200.

Proposed Cllr B Feltwell Seconded Cllr P Cross All in favour CU

12. **LCPAS – Understanding Planning Course – Bury St Edmunds – 26 July and 2 August -** The Clerk confirmed Councillor N Moxey is booked on Part 1 and Part 2 and Cllr Spicer is booked on Part 1 £40 each per session - £120 in total. It was proposed that this be paid.

Proposed Cllr C Goodwin Seconded Cllr M Bamford All in favour CU

13. **Firework Display -** It had been agreed at the June Meeting that the Fireworks will go ahead 29 October 2018 – order will be placed in August. Keep as an agenda item

14. **To adopt New Model Standing Orders and Financial Regulations** Councillors had been issued with copies of the New Model Standing Orders and Financial Regulations which had been customised by the Clerk following new legislation. It was proposed that both documents be adopted and put on the website asap.

Proposed Cllr B Feltwell Seconded Cllr P Cross All in favour CU

15. **To discuss quote for Notice Board Refurbishment -** The Clerk informed the meeting that she had contacted G Cooper regarding the notice board and also the broken bench at West Mill Green. The Clerk was authorised to pay up to £200 to refurb the bench which will be ratified at a future meeting. The Notice Board will continue to be an agenda item.

Proposed Cllr B Feltwell Seconded Cllr N Moxey All in favour CU

16. **Response to Joint Local Plan Consultation Document - Update** Nothing to report.

17. **Traffic Calming – Signage – Play Area – Update** – As stated under matters arising the signage for the Play Area is now in place. It was proposed that the Clerk to write a letter of thanks to County Councillor Jones.

Proposed Cllr B Feltwell Seconded Cllr C Goodwin All in favour CU

Action: Letter to County Councillor Jones
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18. **Babergh Alliance of Town & Parish Councils -** Nothing to report

19. **Affordable Housing – Report on progress – Update** – Hastoe will give us an update in the near future.

20. **Playing Fields Society – Meeting – Update -** J Willis informed the meeting of progress regarding Bentley Family Fun Day on Sunday 9 September – Clubs without public liability insurance will be covered on the Parish Council’s policy. – Fireworks Display 29 October was discussed Tesco Bag for Life Scheme, provision of a slide and the locked gate to the School field were also discussed.

21. **To receive Correspondence** – The Clerk drew Councillors’ attention to the following - DEFRA Tree Health Resilience Strategy May 2018 – Tree Warden gave to Clerk at the June meeting – E-mail Resident re Neighbourhood Plan – E-mail SCC Suffolk Minerals & Waste Local Plan – Submission Draft – e-mail Babergh Invitation to Celebration of Rural Housing event 4 July – Lavenham – e-mail Babergh Mid Suffolk Joint Housing Strategy Consultation Period – SCC reminder re Consultation Suffolk Minerals & Waste Local Plan – e-mail Groundwork East – Funding for your project – apply now – e-mail District Councillor Hinton re garages Silver Leys. **Late Correspondence:** e-mail resident re overhanging trees on the Playing Field, - e-mail SCC re traffic strips Grove Road reported by Clerk e-mail resident re broken seat and uncut splays at Highfields & East Mill Green – Clerk has asked G Cooper to look at the seat- to see if it can be repaired or needs to be replaced – Agenda item next meeting – uncut splays have been reported to BDC – awaiting a response – e-mail Resident – giving details re location of graves for the fallen from Bentley e-mail Babergh & Mid Suffolk Media release Council demonstrates over 6 years of housing land supply.

Action: Bench repair/replacement

22. **Exchange of information by Councillors and matters for consideration at future Meetings**
- None

23. **To Authorise Payments** - The following payments were authorised

101309	Vertas	Grounds maintenance		£222.96
101310	Bentley Village Hall	Hall Hire		£75.00
101311	Mr P Baldwin	2 nd cut grass Closed Churchyard		£110.00
101312	Mrs J Scott	Salary June	£479.00	
		Minus tax	<u>Nil</u>	£535.97
			£479.00	
		Plus Expenses	<u>£ 56.97</u>	
			<u>£535.97</u>	

It was proposed that these be paid en bloc.

Proposed: Cllr N Moxey Seconded: Cllr P Cross All in favour CU

24. **To consider the exclusion of the Public and Press in the public interest for consideration of item 26** -It was proposed that the remaining members of the public be excluded for item 26.

Proposed: Cllr N Moxey Seconded: Cllr P Cross All in favour CU

25. **To confirm date of next scheduled meeting** - Parish Council Meeting Thursday 6 September 2018 at 7.30 pm.

The Clerk left the meeting

26. **To discuss Clerk’s Salary – NALC Pay Scales 2018** - It was proposed that the recommended NALC pay scale be applied to the Clerk’s salary.

Proposed: Cllr C Goodwin Seconded: Cllr K Hutchings All in favour CU

The Clerk returned to the meeting. There being no further business the meeting closed at 8.49 pm.

CHAIRMAN:

DATE: