

BENTLEY PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT BENTLEY VILLAGE HALL ON THURSDAY 6 SEPTEMBER 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 A Graffham Cllr K Spicer
Cllr J Wheals

Also in attendance County Councillor Gordon Jones, District Councillor John Hinton, Tree Warden, and Footpath Warden - 11 members of the public

Cllr Bamford welcomed everyone to the meeting. The Clerk received no notification of anyone planning to film or record.

1. To record apologies for absence: Cllr C Goodwin
2. To receive Declaration of Interest relating to Agenda items: None received
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 12 July 2018 – The minutes were approved as a true record and duly signed.

Proposed Cllr K Spicer Seconded Cllr P Cross All in favour CU

5. Matters Arising from the minutes: – **Page 920 6b** – Tree Warden inspected trees at Holly House, Highfields and was happy for the work to be done on the TPO's. No comments have been received from Babergh Planning regarding the query re non receipt of the planning application for Rowan Acres. However, the Arboricultural Officer at Babergh was contacted regarding two Oak trees that had been severely pruned on the roadside at Rowan Acres. **Page 921 item 11** Not yet received quote for hedge trimmer from Footpath Warden **item 12** – Cllrs Moxey and Spicer are now going to the September Course on Understanding Planning at Bury St Edmunds - **item 17** letter of thanks has been sent to County Councillor Jones – **item 21** – The seat has been fixed – Mr Cooper doesn't know who fixed it. - rest will be covered by agenda items.

Public Session

County Councillor Gordon Jones – had sent his written report **Appendix 1** in the minute book and on the Parish Council website before the meeting which had been forwarded to Councillors. He gave an update on the gully & drains issue he had been asked to investigate – There has been a change of contractor it is now Flowline so they are getting back on track with regard to the programme and he is awaiting an update on the Samford Division and will report back. He also gave an update on the average speed camera - the trial was extended to 27 July due to the equipment County Councillor Jones is to receive an update from the County Council on Monday. He has been appointed as a Governor to the East Suffolk & North Essex Hospital Trust and will give an update on what is happening.

District Councillor John Hinton – Read to a written report **Appendix 2** in the minute book and on the Parish Council website. He commented on Finance - £600,000 overspend on the establishment of the joint housing maintenance teams, a request to the Suffolk Leaders Group for £200,000 to help fund the development of Angel Court in Hadleigh – and the Cabinet's response to a predicted £231,000 overspend which was **noted**. Planning keeps trundling along and District Councillor Hinton is still chasing the signage on the A12. He concluded his report by telling the meeting that crimes in July– mostly burglaries – increased and he urged residents

to keep their doors locked and remarked on the final recommendations from the Boundary Commission proposals.

Cllr Hinton was asked about signage on the A12 and the subject of the state of signs in general was discussed.

Resident: asked if a sign could be put outside the village hall as several people had found difficulty in locating the hall in the dark. It was agreed this would be an agenda item at the next meeting to research the cost of a brown sign and contact the Village Hall Committee for their comments.

11 Residents: Objecting to the Planning Application for Holiday Lodges on Land to west of Oak Lodge, Bergholt Road. They were concerned that the lodges would be occupied for 11 months of the year (like The Grange) leading to increased traffic on the very poor road especially at the very dangerous T junction, damaging the large Oak trees on either side of the road - amenities, sewage and water. There was also a query regarding ownership of the access and right of way.

Action: Village Hall sign – Agenda item

6. Planning Applications

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

DC/18/02526	Garages South West of Silver Leys	Permission has been refused
DC/18/02749	Holly House, Highfields	Permission has been granted
DC/18/02843	The Case is Altered, Capel Road	Permission has been granted

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

DC/18/03377 Rowan Acres, Capel Road Construction of a ménage & the erection of stables & barn (storage of hay & straw) for equine use
RECOMMEND APPROVAL with the provision that they do not have floodlighting.

Proposed Cllr N Moxey Seconded Cllr A Graffham All in favour CU

DC/18/03449 The Cottage, Grove Road Erection of 1 No dwelling
RECOMMEND REFUSAL - on material grounds of over development of the plot.

Proposed Cllr N Moxey Seconded Cllr K Hutchings All in favour CU

DC/18/03454 2 Dodnash Cottages, Hazel Shrub Erection of part ground floor extension & first floor extension over existing
RECOMMEND APPROVAL

Proposed Cllr N Moxey Seconded Cllr J Wheals All in favour CU

DC/18/03541 Land to west of Oak Lodge, Bergholt Road Use of land for the stationing of 28 holiday lodges & 1 lodge for site warden

9 residents attended the meeting to object to this application. Cllrs **RECOMMENDED REFUSAL** for the following reasons: Ownership of the access & right of way permission for non-agricultural use needs to be clarified. Highway safety issues (already noted by Highways). Detrimental to cycle route and horse riding ie interference with recreation. Increased traffic at the dangerous Bergholt Road Junction, TPO trees along the road are already being damaged. Potential effect of light pollution & disturbance on protected species in view of proximity to protected habitats. Indicative plans show over development and over-occupancy of the site.

Proposed Cllr K Spicer Seconded Cllr K Hutchings All in favour CU

7. **Report by Exception – Tree Warden/Footpath Warden – Tree Warden** – Apologised for missing the July meeting. He reported on a Holly Tree overgrowing the garden at Finch House – he had visited the residents and agreed that it does need cutting back – Agenda item at the October meeting. He had also spoken to the owner of the two severely pruned Oaks in Capel Road and was told the branches were rotten but he could see no visible rot on the trunks that remain and suggested pollarding these oaks. Pruning is also necessary on a birch tree on the verge outside 33 Highfields. Ash dieback which was thought to be confined to our native ash has been found on three other tree and shrub species (Mock Privet, Narrow leaved Mock Privet and White Fringe tree) he urged residents to keep a look out for any signs of Ash dieback. **Capel Library:** Committee meeting was held on 7 August – a shredder has been purchased and new spinners (5 adult 2 child) have been ordered. It was also proposed that the current sofa and two chairs be replaced. Air conditioning has been installed at no cost to the library and is working well – thanks to the Community Trust. There will be marquee at Bentley Family Fun Day this coming Sunday and will be selling books at 30p each as well as puzzles and other items. Membership forms will also be available - only £1 per year which gives a reduction on monthly films shown at the library. Next film The Guernsey Literary & Potato Peel Pie Society is being shown on Thursday 18 September. 80 children are currently taking part (anticipated 40-50 will finish) in the Reading Challenge. Certificates & medals will be presented at 1.30 pm on 23 September. Part Time Librarian has completed 20 years’ service and a small celebration was held on August 17. **Bentley Long Barn** –No further news. **Footpath Warden** – Stated that there was nothing particular to report on footpaths but he had found a new petrol strimmer which he will be using soon so would not now need to purchase a battery operated one.

Action: Overgrown Holly Tree on Playing Field – Agenda item

8. **To ratify cheque payments to Dynamic Fireworks (£1058), ICO (£40), P Baldwin (£110), J Scott (£530.26), & Suffolk Preservation Society (£30)** - It was proposed that these cheques be ratified en bloc.

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

9. **To discuss cost of frame for slide for the Play Area** - The Clerk will get a quote from Action Play & Leisure for the cost of a new slide – For children up to 11 years. A quote will also be obtained from P Willis for a frame for the slide we already have. Agenda item.

Action: Clerk to obtain quotes – Agenda item

Resident: asked about the picnic tables – he thought they were going to have paving slabs under the legs to stop them from rotting. This will be discussed at the Playing Field Society Meeting on 4 October. The meeting was told that the playing field was cut this morning.

10. **Purchase of Chaplet for Remembrance Sunday** - As this is a special year it was proposed that a donation of £100 be made for the purchase of a chaplet. It was also noted that a resident had complained about the wording on the chaplet last year which broke with tradition.

Proposed Cllr M Bamford Seconded Cllr J Wheals All in favour CU

11. **Insurance Polity – To discuss quotes for renewal** - The quote from CAS had been sent round on a special circulation - Came & Company’s quote had not arrived in time for circulation of the hard copies – after some discussion it was proposed to accept the quote from CAS but inform them that we had received a cheaper quote to see if there was any chance of a reduction.

Proposed Cllr K Spicer Seconded Cllr P Cross All in favour CU

12. **To approve Quarterly Accounts -April-June 2018.** Councillors had been issued with a copy of the 3 month Receipts and Payments and the accounts had been reviewed by the Finance Working Party. The Clerk reported total receipts for the first 3 months of the year were £7,971.58 this figure includes precept £7250, VAT repayment £715.49 and interest (£6.09) received on the Parish Council Tracker Account. Total payments over the 3 months included general admin £2,227.00 which includes Clerks salary/expenses, hall hire, insurance and audit

fees etc grants under the power of S137 £886 and S19 £240 – grass cutting –closed churchyard £220 and grounds maintenance £185.80, £108.50 for calibration of the speed gun £90 bird boxes and £220 unplanned expenditure for wheelie bin stickers otherwise payments are within the budget. There were three uncleared cheques in December totalling £260. Current Account has £10,424.18 – Family Fun Day Tracker Account £2,554.02 which includes firework accounts and Parish Council Tracker account has £9661.77. To date nothing has been heard from Auditors Littlejohn regarding last year’s accounts. It was proposed that the accounts be accepted.

Proposed Cllr J Wheals Seconded Cllr P Cross All in favour CU

13. **To discuss provision of dog bin at The Case** Babergh were contacted re price for dog bin – they don’t supply any more but they get theirs from Glasdon - Fido 25 with extended post fixing kit is £129.69 plus VAT= £ 155.63 They also do a ground lock fixing for soft earth only. We have to contact Babergh and let them know the make, model and position of any bins which are emptied as part of this service must be agreed with them, before installation. A discussion took place on where a bin would be sited. Cllr Wheals stated that he had been asked if the dog bin situated at South View Green could be moved back from the path by not more than 2 feet from its existing position because of the odour. It was proposed that a bin for near the end of Case Lane would be purchased if the site can be agreed – to be discussed at the October meeting – a likely spot would be on the green at the end of Case Lane on the main road – subject to approval from Babergh – Clerk to check with Babergh. It was also suggested that the landowner be approached to site another bin at Grove Farm,

Proposed Cllr K Hutchings Seconded Cllr K Spicer All in favour CU

Action: Contact Babergh re siting of dog bin & resiting bin at South View Green
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14. **Bentley Commemoration of end of WW1 on November 11th** – Cllr Wheals told the meeting that it was intended to open the Village Hall for things relating to the First World War after the service at the War Memorial – being arranged by S Mehan and Village Hall. The forms have been completed asking for a temporary road closure but as yet there has been no response. There will be a maroon at the start and end of the service - with maybe 21 maroons - this is still under discussion.

15. **Neighbourhood Plan -Update – To agree Printing Costs for flyer & questionnaire** - Cllr Moxey reported that the plan is running about three weeks ahead of schedule with the second phase going out next October. Half of the Village has been covered and there are two invoices for the printing of leaflets and questionnaire totalling £97 which need to be paid. It was proposed that a cheque be raised. Cllr Bamford thanked Cllr Moxey

Proposed Cllr M Bamford Seconded Cllr K Hutchings All in favour CU

16. **Tree Warden Course – Landscape Training For Consultees – 16 October 2018 (£15)** - It was proposed that this be paid. The Tree Warden will report back.

Proposed Cllr N Moxey Seconded Cllr M Bamford All in favour CU

17. **To discuss Parish Infrastructure Investment (PIIP) – Utilisation of CIL monies - Update** – It was proposed that this be postponed until after consultation - need to put in costing priority - to come from the plan. Take off the October agenda and put back on the November agenda.

Proposed Cllr M Bamford Seconded Cllr J Wheals All in favour CU

18. **To discuss quote for Notice Board Refurbishment** - Quote not yet received – Clerk will chase.

Action: Chase quote for Notice Board

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

20. **Traffic Calming – Update** – It was reported that Speedwatch Co-ordinator does a lot of work on traffic calming – he receives £10 per year for electricity and it was proposed that he be approached to see if he would like more expenses.

Proposed Cllr M Bamford Seconded Cllr J Wheals All in favour CU

Action: Clerk to e-mail Speedwatch Co-Ordinator

21. **Babergh Alliance of Town & Parish Councils -** Nothing to report
22. **Affordable Housing – Report on progress – Update** – Hastoe report they are making progress.
23. **Playing Fields Society – Meeting – Update -** Bentley Family Fun Day on Sunday 9 September had been discussed just before the meeting. Everything was on track – Clerk to chase insurance.

24. **To receive Correspondence** – The Clerk drew Councillors’ attention to the following - **July:** letter reminder from ICO re Data Protection Renewal- Letter from Suffolk Preservation Society re annual subscription renewal & Landscape training for consultees – e-mail Babergh Planning reply to Clerk’s e-mail, also e-mail re Annual canvass and valid CIL Bids – Bid round 1 – e-mail LCPAS re Understanding Planning Unit 1 reschedule and letter from Babergh re the Case – Assets of Community Value reached the end of its 5 year period of listing. **August** County Councillor Gordon Jones – Monthly Report. E-mail from resident re flooding Church Road, e-mail Babergh re designation of Bentley Neighbourhood Plan, letter Boundary Commission Electoral Review of Babergh final recommendations, Suffolk County Council re Neighbourhood Planning Guidance, e-mail Babergh – re Councillor achievement awards, e-mail Suffolk Highways re Grit bins process – review, Letter from St Elizabeth Hospice re Open Gardens Programme and e-mail from Babergh re tree queries. **Late Correspondence:** Letter Babergh Gambling Act 2005 Statement of Principles (Revision) Consultation period now open until 12 October 2018 – e-mail Babergh re October Parish Liaison Meeting 11 October – E-mail Babergh re tree cutting at Teapot House.

Action: Babergh Gambling Act – Agenda item

25. **Exchange of information by Councillors and matters for consideration at future Meetings** – None
26. **To Authorise Payments** - The following payments were authorised

101318	Suffolk Preservation Society	Landscape Training Event – Tree Warden	£15.00
101319	Mr P Baldwin	4th cut grass Closed Churchyard	£110.00
101320	HMRC	Clerk’s Tax	£6.20
101321	Mrs J Scott	Salary June	£479.00
		Plus back pay	28.74
		Minus tax	£ 6.20
			£511.12
		Plus Expenses	£ 61.96
			£573.08
101322	Canon UK Ltd	N/H Plan leaflets & Questionnaires	£97.00

It was proposed that these be paid en bloc.

Proposed: Cllr J Wheals Seconded: Cllr K Hutchings All in favour CU

27. **To confirm date of next scheduled meeting -** Parish Council Meeting Thursday 4 October 2018 – Preceded by Playing Field Society Meeting 7pm.

There being no further business the meeting closed at 9.45 pm.

CHAIRMAN:

DATE: