

BENTLEY PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT BENTLEY VILLAGE HALL ON THURSDAY 6 JUNE 2019 AT 7.30 PM

Present

Cllr M Bamford - Chairman Cllr B Feltwell Mrs J Scott – Clerk Cllr K Spicer
Cllr P Cross Cllr J Wheals Cllr N Moxey Cllr M Munday
Cllr D Schumacher

Also in attendance District Councillor Dave Busby, Tree Warden and Footpath Warden - 2 members of the public

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

The Clerk received and countersigned completed Acceptance of Office Forms from Cllrs Feltwell and Schumacher.

1. **To record apologies for absence:** Cllr C Perry – Holiday and County Councillor Gordon Jones
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 Annual Parish Council Meeting held on Thursday 9 May 2019**
Page 964 item b *Coats* changed to Coasts and page 965 iii) *Bamberg* changed to Babergh. With these changes the minutes were approved as a true record and duly signed.

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

5. **Matters Arising from the minutes: Page 964 Public Session –** Contact details of the Village Correspondent were sent to Bentley Bugle Page **965 item 13** Donation cheques were sent out to Clubs. Rest covered by agenda items.

Public Session

District Councillor Dave Busby – Reported that the Council had held its first meeting. There is a new Cabinet and the leader is J Ward -. District Councillor Busby's role is Assets and Investment. Work continues on the Local Plan – consultation next month – 2018-2036 taking into account houses built up to 2018. Next meeting of the Police & Parish Forum - 7.30 19 June at Claydon & Barham Village Hall. There have been a lot of break in burglaries - jewellery, lawn mowers etc. District Councillor Busby was asked if there was a 5 year land supply – he informed the meeting that was the case – he was asked to inform the Council when the Church Road Development comes up – the meeting was told that he will call for a site meeting when that happens.

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. There was concern over the proposals to axe Children's Centres.

Resident: Concerned about the updated travel policy – children from Bentley attending East Bergholt High School are expected to walk three miles to school using OS footpath in all weathers. She was asked if car sharing would be a possibility. – Councillors will walk the route and invite County Councillor Jones to accompany them.

Resident: Thanked Councillors for putting Bentley Bugle on the website – reminders will be sent to Councillor Munday. Also, Speedwatch Co-ordinator had sent a message to say that the speed gun is broken and has been sent away for repair

6. Planning Applications

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

DC/19/01773 Cedars, Bergholt Road **Amendment details approved**

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

DC/19/02273 The Acorns, Link Lane Notification of Works to Trees protected by Preservation Order BT 298 – Oak (T2) & (T3) – To thin lower growth, reduce the sides by approx. 2m & provide 3m of clearance from the house & lightly thin the crown.

RECOMMEND APPROVAL

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

DC/19/02343 Rowan Acres, Capel Road Submission of details under Outline Planning Permission B/16/01051 – appearance, landscaping, layout & scale for erection of two storey dwelling.

RECOMMEND APPROVAL – With the proviso – we would encourage cladding to be a sympathetic dark colour with regard to the setting of the ANOB.

Proposed Cllr K Spicer Seconded Cllr M Munday All in favour CU

7. Report by Exception – Tree Warden/Footpath Warden/Capel Library/ Bentley Long Barn – Tree Warden – Reported on vandalism – two stakes supporting elm trees (Ulmus minor) purchased by the Parish Council and planted on the Village Playing field, have been removed – one is missing, the other was found broken into small pieces. Tree Warden to liaise with Cllr Munday – re mapping trees. **Capel Library:** Meeting held on 4 June. Katherine Liu is now Manager, and Jackie Harmen who stepped down from her managerial post, is now assistant librarian. Capel Fun Day is on 8 June when FOCL will have books for sale at 40p each/3 for £1. A cup cake day is being held in aid of Alzheimer’s on 15 June 10.30-12.30 in the library and 29 June first Beetle Drive 7-7.30 – members £3 non members £4. Nibbles provided and the bar will be open.. **Bentley Long Barn** –No further news. A discussion followed on the state of the Barn – its status needs to be reviewed – agenda item – a letter should be sent to Babergh asking for a re-assessment. **Footpath Warden:** One sign has fallen down – a number of signs have been propped up and some paths are getting overgrown. T Hamstead will walk round and inspect. Cllr Bamford thanked him for taking the job on.

Action: Bentley Barn – Agenda item

8. To discuss SALC Audit Report- Cllr Cross and Clerk met on 5 June to go through the comments on the SALC Internal Audit Report. These were listed on the attached report **Appendix 2** in the minute book. It was proposed that in future RFO will be appointed annually, cheque stubs will be initialled, appropriate legal power will be reported in the minutes – as well as the supporting statement and GDPR will be an agenda item at a future meeting re Access Request Policy.

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

Action: GDPR agenda item

9. **To Appoint Financial Working Party -** Cllr Cross indicated that he was still happy to be on the Financial Working Party and Cllr Schumacher was proposed and agreed to be the other member.

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

10. **Parish Infrastructure Investment Plan (PIIP)- CIL Claim -** Cllr Bamford reported that as mentioned previously at the Playing Field Society meeting a CIL request for two items – SID - £3K and Slide £6K- had been sent and acknowledged.

11. **Grit Bins –To discuss Mapping locations and type of bin** The Clerk reported that she had e-mailed Nelson Potter re wooden grit bins but had not yet received a reply. Councillors had been sent a mapping report of the existing heaps and of the 10 listed it was proposed that 7 located on the map be kept.

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

It was proposed that the Clerk take the appropriate action to identify and write to residents so that the grit bin permission application form can be completed for each bin.

Proposed Cllr M Munday Seconded Cllr K Spicer All in favour CU

Action: Clerk to write to residents and complete forms

12. **Traffic Calming – To discuss mapping SID pole locations** Cllrs Munday and Spicer had identified pole sites which had been mapped – Councillors had been issued with copies of the maps. Poles need to be safely sited - they need to be on the pavement. After some discussion it was proposed that the Speedwatch Co-ordinator be approached to walk round with Councillors Munday and Spicer to look at the proposed sites.

Proposed Cllr M Munday Seconded Cllr M Bamford All in favour CU

Councillor Munday was thanked for this piece of work – Councillors were impressed with the mapping software.

13. **Quiet Lanes – To discuss map of possible locations for signs -** Cllr Munday reported that the Co-ordinator for Quiet Lanes Suffolk has been told by the Cabinet Member for Highways that SCC will not be endorsing funding in Suffolk - Cost £4,700 per lane. A discussion followed on sources of funding for signs – AONB - may have funding sources that don't involve SCC. The designation of the lanes has to be agreed as part of the Neighbourhood Plan – safety on our rural roads is an important issue so we should try and push it forward and Councillor Munday was delegated to take it forward.

14. **To discuss School Transport-** Discussed in the public session – Cllr Munday referred to text in a letter from Suffolk County Council to Babergh District Council regarding the application re Land west of Church Road - Page 2 “*In addition, in light of recent guidance SCC will also require secondary school transport S106 contributions as there is no safe route available to East Bergholt High School*” - It was proposed that the Clerk e-mail County Councillor Jones pointing out this contradiction.

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

Action: Clerk to e-mail County Councillor Jones

15. **Neighbourhood Plan -Update –** Cllr Moxey reported that there were six policies, which continue to be fleshed out, that the Parish identified in terms of evidence base through the parish system and questionnaire results. The grant window opened three days after the last PC meeting and a formal application has been sent regarding the Landscaping Assessment. Cllrs Moxey, Munday and Tree Warden to walk around the village with Design Code Consultant. Still on track for September for first draft viewing. Cllr Moxey was thanked for the work done on the NHP.

16. **Slide for the Play Area – Update** – Discussed at the Playing Field Society Meeting – continue to investigate – we await results of CIL application.
17. **Babergh Alliance of Town & Parish Councils -** Two e-mails received in May - re meeting 6 June 2019.
18. **Affordable Housing – Report on progress – Update** – Nothing to report – Clerk to chase. New Councillors were informed that Bentley Parish Council made a point of delegating Hastoe with the task of finding sites and dealing with the landowners.
19. **Playing Fields Society – -** Meeting held at 7pm – In the absence of Jo Willis the Footpath Warden told the meeting that everything was on track for the Bentley Family Fun Day to be held on Sunday 8 April. It was agreed that if they needed any help, they would liaise with the Clerk informally by e-mail. There was a proposal to purchase a used container to be situated on the Playing Field for storage which will be an agenda item at the July meeting.

Action: Container for storage on Playing Field – Agenda item

20. **To receive Correspondence** – The Clerk drew Councillors’ attention to the following : E-mails from Tree Warden STWN Spring Report Forum notes, Friends of Capel Library, SARS – Letters from Bentley Outdoor Bowls & Ipswich Citizens Advice – thanks for donations – e-mail Cllr Moxey re sign Link Lane, 2 x e-mails from Resident re Derelict garages at Silver Leys – Community First Responders – following Clerk’s search for Defibrillator paid for by Bentley Parish Council First Responder Group is Bentley, Capel & Tatingstone – Dave Owen is based in Capel - The old one the parish paid for was superseded by new technology . 2 x e-mails from BAPTC re meeting 6 June – Cllr Bamford re website training for Cllr Munday £48 including VAT – Agenda item County Cllr G Jones – June Report and Town/Parish Visits to SDC – 3 Bentley Cllrs are booked on and Clerk has e-mailed to say they are more than happy to move to a July Date. E-mail from Keir Highways – Upcoming overnight roadworks starting 10 June A12 Junction 27

Action: Agenda item –Website Training – Cllr Munday
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21. **Exchange of information by Councillors and matters for consideration at future Meetings** – **Cllr Bamford:** Concerned over high level security light with CCTV, adjacent to the road – a tall peripheral fence and large storage building have been installed in the front of the property – without planning permission at Trevelac. **Cllr Moxey** -Resident concerned next door to Holly Oak – as the kerb has been dropped and another entrance made – Cllr Bamford will investigate.
22. **To Authorise Payments** - The following payments were authorised

101381	P Baldwin	Grass cut, strim, etc	£120.00	
101382	SALC	Annual Internal Audit	£174.00	
	HMRC	Clerk’s Tax		
101383	Mrs J Scott	Salary February	£488.58	
		Minus tax	<u>£0.00</u>	£569.37
			£488.58	
		Plus Expenses	<u>£ 80.79</u>	
			£569.37	

It was proposed that these be paid en bloc.

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

23. **To consider the exclusion of the public & Press in the public interest for consideration of item 24** - It was proposed that the remaining members of the public be excluded for item 25.

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

24. **To confirm date of next scheduled meeting** Parish Council Meeting Thursday 4 July 2019.

The Clerk left the meeting.

25. **To discuss Clerk's Salary – NALC Pay Scales 2019** – It was proposed that the recommended increase as suggested by NALC be applied to the Clerk's salary.

Proposed Cllr M Bamford Seconded Cllr P Cross All in favour CU

The Clerk returned to the meeting. There being no further business the meeting closed at 9.25 pm.

CHAIRMAN:

DATE: