

BENTLEY PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT BENTLEY VILLAGE HALL ON THURSDAY 7 MARCH 2019 AT 7.30 PM

Present

Cllr B Feltwell- Chairman Mrs J Scott – Clerk Cllr K Hutchings. Cllr K Spicer
Cllr P Cross Cllr N Moxey Cllr J Wheals

Also in attendance County Councillor Gordon Jones, District Councillor John Hinton, Tree Warden - 6 members of the public

Cllr Feltwell signed the Declaration of Acceptance of Office and welcomed everyone to the meeting. The Clerk received no notification of anyone planning to film or record this meeting.

- To record apologies for absence:** Cllr M Bamford
- To receive Declaration of Interest relating to Agenda items:** None received
- Dispensations – to consider written requests for dispensation of disclosable pecuniary interest in matters relating to Agenda items –** None received
- To approve minutes of the Parish Council Meeting held on Thursday 7 February 2019 –**
The minutes were approved as a true record and duly signed.

Proposed Cllr N Moxey Seconded Cllr K Spicer All in favour CU
- Matters Arising from the minutes:** **Page 947 Item 9** SALC have been contacted and the accounts are booked in for an internal audit week commencing 29 April **Page 948 item 12** SCC Highways have been invited to attend a site meeting **Page 949 item 22** – A letter has been sent to Babergh Housing and residents informed of the date of the next Police and Parish Forum Meeting (Wednesday 27 February 2019) a reply has been received from Babergh. Clubs have been sent an invitation to the Annual Parish Meeting Thursday 18 April 2019. Rest covered by agenda items.
- To approve Minutes of the Extra Ordinary Parish Council Meeting held on Monday 18 February 2019 –** **Page 951 item 3** Archaeology report – drainage was changed to read - rest pitting – with this change the minutes were approved as a true record and duly signed.

Proposed Cllr N Moxey Seconded Cllr K Spicer All in favour CU
- Matters Arising from the minutes -** No matters arising.

Public Session

District Councillor John Hinton – read to a written report **Appendix 1** in the minute book and on the Parish Council website. Cllr Hinton reported that at the Police and Parish Forum meeting a Bentley resident had raised concerns and the Police are having another look at it. He spoke about the Local Elections, Planning, some progress at the Four Sisters (a splitter sign replaced), The new Electoral Registers - residents should ensure that they are registered to vote, Babergh Cabinet – approved the CIL grant money for seating at East Bergholt High School, increased council tax bills. He ended his report saying that he had spent 16 years representing the area and is hoping to serve East Bergholt but will no longer be representing Bentley. Cllr Feltwell thanked him for all his work on behalf of Bentley residents and wished him well.

County Councillor Gordon Jones – had sent his written report **Appendix 2** in the minute book and on the Parish Council website before the meeting which had been forwarded to Councillors. He read out the main points in his report – he talked about the Scottish Power Renewables project, boundary changes – SCC have got to go through the same process, Ofsted

report, special education needs situation – 33% increase in the last two years which has been challenging but it will increase.

Tree Warden: Stated he would like time to read the 34 page Ecology Report associated with the planning application for Holly Oak and also to arrange a site visit.

District Councillor Hinton – Told the meeting that the Local Plan is not coming up for consideration until after the elections. 43 Councillors have been given an invitation to a meeting on 24 June – it will only be 32 following the election. It will be 12 weeks out to consultation.

8. Planning Applications

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

DC/18/00576	11 The Link – Larger household extension - following notification of the proposal to neighbours, no letters of objection have been submitted & accordingly no objection is raised	Prior approval to the development is not required
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b) To give comments on any new applications in hand –

DC/19/01097	Holly Oak, Hazel Shrub	Outline Planning application (all matters Reserved) – Erection of 3 no dwellings.
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Following the Tree Warden’s comments above it was proposed that Babergh be asked to grant an extension on this application until 4 April.

Proposed Cllr N Moxey	Seconded Cllr K Spicer	All in favour	CU
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Resident: The application makes a strong statement about the 5 year land supply and that they are incorrect – what is the current position and when will it actually be updated. District Councillor Hinton said that it is updated every 6 months – last updated in November and will be updated again in May.

9. Report by Exception – Tree Warden/Footpath Warden/Capel Library/ Bentley Long Barn – Tree Warden – Reported that tree planting, with the help of Ray Bloomfield, commenced of the free trees provided by the Woodland Trust via the Suffolk Tree Warden Network. To date 85 trees (a mixture of Hornbeam, small leaved Lime, Field Maple, Wild Service, Wild Cherry and Crab Apple have been planted on a small field at Dodnash Fruit Farm. Planting will continue during March – gapping up hedgerows and on land elsewhere in the village. Ray Bloomfield had also cut the rough grass round the Village Playing Field which took half a day. Clerk was asked to write a letter of thanks. **Capel Library** – Next film 19 March “Hurricane”, a powerful gripping WW11 Story of Polish fliers . Next committee meeting 2 April at 7pm. **Bentley Barn** - No further news. **Footpath Society** – First walk via Bentley Park 10 am 13 April meet at the Village Hall - in aid of Riding for the Disabled.

Action: Letter of thanks to Ray Bloomfield

10. To approve Accounts – April-December 2018 - Councillors had been issued with a copy of the 9 month Receipts and Payments and the accounts had been reviewed by Cllr Cross. The Clerk reported total receipts for 9 months of the year were £18,414.16 this figure includes precept £14,500, VAT repayment £715.49 , interest (£18.34), Family Fun Day deposit £714.00 and Firework deposit £2,466.33. Total payments over the 9 months included general admin £6,221.42 which includes Clerks salary/expenses, hall hire, insurance and audit fees etc grants under the power of S137 £1061 and S19 £240 – grass cutting/leaf clearance –closed churchyard £1030.00 and grounds maintenance £521.86, £108.50 for calibration of the speed gun £90 bird boxes and £220 unplanned expenditure for wheelie bin stickers and n/hood plan leaflets - otherwise payments are within the budget. There were two uncleared cheques for £45.00. Current Account total £11,902.29 – Family Fun Day Tracker Account £3,964.96 which includes firework accounts and Parish Council Tracker account £9671.41. Cllr Cross has

managed to transfer £582 from the PC account to the Family Fun Day Tracker account – funds that were paid into the PC account for Fun Day and Fireworks. Cllr Cross remarked that we are in a very healthy position and it was proposed that the accounts be accepted.

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

11. **Play Area – Annual Playground Inspection -** The Clerk contacted David Bracey Play Safety Inspections re the annual inspection. The price will be the same as last year £100 plus £20 VAT (£120) and will be undertaken sometime this month.

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

12. **To appoint a Footpath Warden -** Following A Cribb’s resignation at the last meeting it was proposed that an advert be put in the Bentley Bugle. Mr Cribb was asked about his job description – walking the footpaths, keeping them and the signs in a reasonable condition and report to the Parish Council once a month.

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

Action: Advertise position of Footpath Warden in Bentley Bugle

13. **Parish Infrastructure Investment Plan (PIIP)- Update -** A number of items have been identified that we may want to use CIL funding on but as yet we have not put in a bid. An e-mail was received from Babergh on 12 February - First advance notice of new CIL Bid round (no 3) opening 1st May and closing 31st May 2019 - Community Infrastructure Levy – the procedure needs to be clarified via links in the e-mail. Leave on the agenda.

Action: Re-send e-mail from Babergh

14. **To the provision/Location of Grit Bins –** Location of grit heaps needs to be established – this could be an application for CIL Money. Proposals to be discussed at the next meeting. Leave on the agenda.

15. **To discuss felling trees in Closed Churchyard -** Tree Warden confirmed that he had been to inspect the four trees (3 Holm Oaks and one other Oak) they are not boundary trees and they did need to be cut down. The Churchwarden said that three quotes had been received MD Trees £1,825, Jo Tremaine £1,100 and Four Seasons £1,800 – the quotes had not been sent to the Council. It was proposed that the Clerk would place the order with Jo Tremaine following sight of the three quotes.

Proposed Cllr B Feltwell Seconded Cllr K Hutchings All in favour CU

Action: Clerk to see quotes and place order with Jo Tremaine

16. **Spring Litter Pick 2019 –** WI usually undertake the annual litter pick – Cllr Wheals confirmed that the litter pickers, high viz vests etc are stored in his garage. Clerk will contact WI.

Action: Clerk to contact WI

17. **Signage Traffic Calming – To consider SID location/purchase Update–** Speedwatch Co-ordinator felt that the best two locations would be at the entrance to Bentley from Capel by the welcome to Bentley sign and one the other end of the Village – Station Road just before Springfield. B Mawkes will supply photographs of the two likely locations and will also try pricing a new SID. He also asked Councillors to consider someone else for the job of Speedwatch Co-ordinator as he had done the job for a number of years. It was proposed that an advert be put in the Bugle to find a replacement.

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

Action: Advert in Bentley Bugle for a Speedwatch Co-ordinator

18. **Neighbourhood Plan -Update –** Cllr Moxey's reported that they are working on the policies at the moment once they are decided upon they will be checked against the existing Local Plan and the National Planning Policy Framework (NPPF) for material definitions of what we want to achieve. An open meeting is planned for the end of April and the Clerk was asked to book the hall for either a Wednesday or Friday evening at the end of April. M Munday reported on the Digital Mapping Course she attended on Cllr Moxey's behalf led by Pear Technology who have been involved in digital mapping since 1995 - works with software installed on the PC and is able to run on Windows. Software PT Mapper £575 plus VAT – technical support £110 pa in addition there are training costs. The other version is Parish Online – you have a User Id and password which allows you to access their software and maps. MM has started a 30 day trial on this. Every property in Bentley is mapped – data can be attached to maps – signs, trees, grit bins, litter bins etc can be identified - The annual cost is £75 plus VAT = £90 (which will need to be included in next year's budget.) After some discussion it was agreed to purchase Parish Online

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

Action: Clerk to book hall for end of April – contact Parish Online

19. **Signage– Grove Road, - Update – Sign Cleaning – Update** -The Clerk had contacted Suffolk Highways and invited them to a site meeting regarding lorries getting stuck in Grove Road they have not yet replied – Clerk will chase,.

Sign Cleaning went ahead and damaged signs have been reported to the authorities.

Action: Clerk to chase Suffolk Highways

20. **Frame for slide for the Play Area- To discuss quotes -** Cllr Feltwell reported that he had five quotes ranging from £2K to £6K. Cllr Feltwell and Cllr Spicer are to go through the quotes and report at the next meeting.

21. **Babergh Alliance of Town & Parish Councils -** ~Five e-mails received in February - the links in the e-mails do not work.

22. **Affordable Housing – Report on progress – Update –** Nothing to report

23. **Playing Fields Society – Update -** Date of next meeting 4 April.

24. **To receive Correspondence** – The Clerk drew Councillors' attention to the following E-mails E-mail from Resident re parking on the Green at Highfields, 5 e-mails from BAPTC, Natural England Proposed Suffolk Coast & Heaths AONB Boundary variation Notice Period, Resident re drugs, Babergh & Mid Suffolk re BDC Town & Parish Liaison meetings, SALC E Newsletter – The Local Councillor, St Mary's Church re List B application to fell 4 trees due to their dangerous condition, Parish Online 30 day trail for Bentley, Resident re Digital mapping with Pear Technology report & Maps, St Mary's Church Quote (3rd!) Church estimate for hard standing path and SALC documents for SALC Internal Audit Service.

25. **Exchange of information by Councillors and matters for consideration at future Meetings** – Cllr Cross – Payment of £100 was made towards petrol expenses last year for cutting grass on the Play Area – this will be an agenda item at the April meeting.

Resident: Reported fly tipping in Church Road – C Hawes will inform the Clerk of exact whereabouts. Residents reported that they had been unable to hear at the back of the Hall at the recent Extra Ordinary Meeting. There is a public address system which will be used in future for large meetings.

26. To Authorise Payments - The following payments were authorised

101357	HMRC	Clerk's Tax		£ 0.40p
101358	Mrs J Scott	Salary February	£488.58	
		Minus tax	<u>£0.40</u>	£540.62
			£488.18	
		Plus Expenses	<u>£ 52.44</u>	
			£540.62	

It was proposed that these be paid en bloc.

Proposed: Cllr N Moxey Seconded: Cllr K Spicer All in favour CU

27. To confirm date of next scheduled meeting - Parish Council Meeting 7.30 Thursday 4 April 2019 preceded by a Playing Field Society Meeting at 7.00.

There being no further business the meeting closed at 9.14 pm.

CHAIRMAN:

DATE:

DRAFT