

BENTLEY PARISH COUNCIL

MINUTES OF THE REMOTE PARISH COUNCIL MEETING HELD ON ZOOM - THURSDAY 3 DECEMBER 2020 AT 7.30 PM

Present

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

Also, in attendance - District Councillor D Busby, Tree Warden, Footpath Warden, Jon Haines - Maritime FC & three members of the public

The agenda stated that the meeting is open to the press and public via Zoom by prior request to the Clerk – the Clerk received three notifications.

Cllr Munday welcomed everyone to the meeting – her first Parish Council meeting as Chairman - she explained to residents how the meeting would work - they could raise items in the public session or speak re an agenda item – she assumed they wanted to talk about item 24 which is low down on the agenda – J Haines of Maritime FC is joining the meeting after his training session – so when he arrives that item can be moved up the agenda. She asked that any comments be kept to 3 minutes and go through the Chair.

1. **To record apologies for absence:** Cllr P Cross – Unwell & County Councillor Gordon Jones
2. **To receive Declaration of Interest relating to Agenda items:** - Cllr Munday declared a non pecuniary interest in item 21 Quiet Lanes.
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 Remote Parish Council Meeting held on Thursday 5 November 2020 -** The minutes were approved as a true record and will be duly signed.
Proposed Cllr N Moxey Seconded Cllr M Bamford All in favour CU
5. **Matters arising from the Minutes: Page 1033 item 6** – Post box at Hazel Shrub is now up and running. - **Page 1035 item 10** - Thanked for registering interest in the tree and hedgerow planting scheme. Starting to make progress on the tree and hedgerow planting aspirations & we will be contacted early next year to start identifying precise areas for planting schemes. Tree planting will take place late September and into November 2021. Rest covered by agenda items
6. **To approve minutes of the Remote Extra Ordinary Meeting held on Thursday 12 November 2020 –** The minutes were approved as a true record and will be duly signed.
Proposed Cllr M Bamford Seconded Cllr K Spicer All in favour CU
7. **Matters arising from the Minutes –** There were no matters arising – Covered by agenda item.

Public Session

District Councillor D Busby – Reported that he had sent Covid 19 weekly update and December Councillors Briefing notes for Town & Parish Council which had been circulated to Councillors – **APPENDIX 1** in the minute book and on the website, – He reported some good news – the Government have given the Council the £1 million shortfall so the budget has balanced and the immediate future is looking reasonable. People who have paid business rates can claim for grants – there are more details on the website.

County Councillor G Jones – had sent his written report for December which had been circulated to Councillors – **APPENDIX 1** in the minute book and on the website.

8. Planning Applications –

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

DC/20/04373	The Spinney, Capel Road	Permission has been granted
DC/20/04586	Bentley Hall, Bentley Hall Road	Listed building consent has been granted
DC/20/04852	23 Highfields	Permission has been granted

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

DC/20/04409	Little Dodnash Farm, Bergholt Road	Demolition & rebuild of agricultural barn to form 2 no holiday lets, erection of two storey storage building & associated works
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RECOMMEND APPROVAL

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

9. Report by Exception – Tree Warden/Footpath Warden/Capel Library/ Bentley Long Barn

Tree Warden – On November 19 the Tree Warden participated in a Zoom Webinar organised and run by the Tree Council which showed how Tree Wardens could support the Tree Council's "Orchards for Schools" project. More recently in November the 150 trees (30 x 5 species), stakes and tubes (ordered from the Woodland Trust via the Suffolk Tree Warden Network) were delivered to the Village Playing Field. Ian and I stored the stakes and tubes in the Village container. The trees will be 'heeled in' on land at Grove Farm (permission kindly given by the landowner) until planting them throughout the Village between December 2020 and the end of March 2021. **Friends of Capel Library** – The library is open to borrow books. There is a Select & Collect service during the period of COVID-19 19 restrictions: either telephone or use the online facility to select books then wait for confirmation that you can collect. Please check opening time before you leave home. Christmas cards are on sale at the library at £3.99 for 10. FoCL have been helping staff out where they can. For up-to-date information visit www.suffolklibraries or e-mail /telephone Capel Library. **Bentley Barn** – No further news. District Cllr Busby reported that he had spoken with the Enforcement Officer about the bricks being taken and they had spoken to the owner – the bricks were not actually from the Barn. Tree Warden reported that the plastic cover has come away and rain is getting in - he is going to speak to John Norman Acting Chairman for the Ipswich Society and Ipswich Icons correspondent for the EADT to discuss a possible way forward. **Footpath Warden** – The trees mentioned in the last report have been cleared Missing finger posts have been reported to Highways. Cllr Spicer reported that the path (house past the Church) has been fenced off, the finger post has been removed and whilst on a walk she felt very threatened by a man and his dog following them - they could not follow the footpath properly and there is now an electric fence there. Footpath Warden to investigate.

10. Provision of dog bin at Potash Lane – Following receipt of an email from the Landowner both he and residents were sent a map showing a dog bin sited 3 metres away from Red Cottages. However, the Landowner felt it would obstruct farm vehicles so the Clerk has contacted him and a site meeting will be arranged with Chairman, landowner and residents to try and find an agreeable position.

11. To approve Audited Accounts 2019/20 - Councillors had been issued with a copy of the Accounts for Year End 2019/20 – these have now been signed off by the External Auditor (PKF Littlejohn) – Notices have been duly posted on Notice Boards and Website. It was therefore proposed that they be accepted.

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

12. **To approve Six Month Accounts – April- September 2020/21** - Councillors had been issued with a copy of the 6 month Receipts and Payments 2020/21 and the accounts had been reviewed by the Finance Working Party – Cllr Cross and Cllr Schumacher. The Clerk reported total receipts for 6 months of the year £17,184.63 this figure includes precept £7,250, VAT repayment £2363.31, interest £3.75 and £5,387.00 from Groundworks re Neighbourhood Plan. Total payments over the 6 months included general admin £4,347.07 which includes Clerks salary/expenses, hall hire, grants under the power of S137 £800, S142 (citizens Advice) £250 – grass cutting/leaf clearance –closed churchyard £650.00 and grounds maintenance £298.38 - unplanned expenditure for Trees in closed churchyards £400.00 & Zoom payments 28.78 otherwise payments are within the budget. There were two uncleared cheques £40 ICO renewal & CAS Insurance £404.95. Current Account total £25,148.88 – Family Fun Day Tracker Account £4,277.68 which includes firework accounts and Parish Council Tracker Account £9,698.05. It was proposed that the accounts be accepted.

Proposed Cllr D Schumacher Seconded Cllr C Perry All in favour CU

13. **To consider Grant Applications for insertion into the Budget – Friends of Capel Library, Bentley Outdoor Bowls & Bentley WI** - After some discussion it was proposed that the three Village Societies be awarded a grant of £200 each and that grants to outside organisations be considered at a later date -Agenda item.

Proposed Cllr D Schumacher Seconded Cllr N Moxey All in favour CU

Action: Clerk to advise Clubs

14. **To review & agree Draft Budget** - Cllrs had been issued with a copy of the proposed Budget – & 8 month accounts - the Finance Working Party had gone through the budget with the Clerk via a Zoom meeting and were happy with the projected figures – The Clerk explained that amounts reserved for purchase of SID device £3,175, SID poles £390, Pole and two signs (Entry & exit) re Quiet Lanes and basketball hoop amount to £5,089.00 - also included is a £5K contingency for Church path, allotments, additional training etc and £1,500 to pay for NHP Referendum in May - Fees for internal and external audits have also been included. Administration costs amount to £9,779.00 - Bank Statement Balances for 8 months –Current Account £18,235.92 (includes £1,138.50 NHP money) - Parish Council Tracker Account £9,698.05 and Family Fun Day Tracker Account £4,277.68 - Uncleared cheques amounted to £1,374.32 Total £30,837.33. Cllr Schumacher told the meeting he was happy with the uplifts and extra increases – in terms of the financial position which is healthy - some projects are needed.

A discussion then took place about a Working Party being formed with a parent or two to get young people involved (11-16) and let them decide what they actually want on the playing field. Three of the residents present were happy to help – to question – get ideas and costs so they can be bought to the Parish Council – the next meeting of Bentley Playing Field Society is February 2021.

Councillors were happy with the Budget and it was proposed that it be accepted.

Proposed Cllr C Perry Seconded Cllr K Spicer All in favour CU

Jon Haines – Maritime FC joined the meeting - item 24 was therefore moved up the agenda The Chair introduced Jon to the meeting and asked him to give an over view of the last 5-6 months.

24. **Playing Field Society**

- i) **An Update from Maritime FC on activities & pitch condition** – Jon told the meeting that Maritime didn't want to just use the field and then disappear they wanted to be part of the Community, bring something to the Community and enhance the field. They have opened up links with the Primary School which had been strengthened by supplying footballs and new goals so there is a real feel good factor. Just over £2½K has been spent on the field – practice goals, seeding, scarifying, verti-draining and repairs to the goal mouths etc There is an under 9 team which involves local children – three of which are involved in under elevens and under nines –

to have an FA Chartered Club in Bentley is an achievement and they are pleased to be there. He went on to talk about the pitch.

- ii) To discuss use of the Football Pitch – Cllr Munday told the meeting that in the past the pitch was getting waterlogged to the point of it being unusable and the Parish Council wanted to do something about it so when Maritime FC offered to spend money and sort out the drainage – it was a case of them helping us and us helping them. A lot of the problems have been down to mis-communication. Cllr Perry was pleased to hear that school children have got involved – she had been approached by residents who were upset that they had not been consulted – Resident – repair work was carried out to existing goals so were unable to be used – they were told the nets would be left but they were removed after matches - he appreciated that practice goals were erected but they keep being moved around. He was told that this was because the ground was being churned up so much that it was unplayable it therefore made sense to move them. To sum up - the main issue is the condition of the ground which affects the availability of goals – could we as a village have a little bit of patience with the work Maritime are trying to do. Jon Haines was happy to be contacted and happy to move the goals around. Resident felt that as long as Jon was happy to do that there shouldn't be an issue.
- iii) To discuss the proposed fencing at the back of the container - Diagram of the proposed area at the back of the container was brought up on the screen. Height of the fence would be 5 to 6 feet – for goal posts etc to be stored – Tim Hamstead has anti climb paint and signs in the container which can be used along the top of the fence. Cllr Spicer thought another container would be better – more solid than a fence - It was proposed that a fence be erected for now.

Proposed Cllr B Feltwell Seconded Cllr D Schumacher All in favour CU

- iv) New Year's Eve Firework display – Footpath Warden reported that this may not go ahead – he needs to discuss with owners of the livestock in the next field to see if they are going to be there on New Year's Eve. If not then it will be New Year's Eve 6pm and the Playing Field will need to be closed between 4 and 8 pm. If the Fireworks go ahead, the field will be closed to the public from 4 until 8pm.

16. **Joint Local Plan -** Cllr Moxey told the meeting the JLP is in the last stage of the consultation which runs until Christmas- it will then be submitted to the Inspector before becoming law. The Statutory Policies are OK; Local policies are absolutely appalling in terms of Bentley's built up area and extensions – extended the Church Road area making the area more sensitive and added second built up area by the railway crossing – on the plan half of them have had blue crayon drawn through the middle of their gardens. There are limited means of complaining about it this time round – our Neighbourhood Plan Consultant (Places4People) is working on a number of other villages' Neighbourhood Plans and is offering to deal with the inspector on our behalf at a cost of £400. It was proposed that Places4People deal with the Inspector on behalf of the Parish Council.

Proposed Cllr M Bamford Seconded Cllr D Schumacher All in favour CU

17. **Walnut Tree (Playing Field) & Tree Grove Road** – The Tree Warden commented on the three quotes received for the proposed tree work (Mortimer Contracts £180.00 Plus VAT - MD Tree Services £650.00. Tendring Tree Surgery - Tree Grove Road £1,080.00 plus VAT, Walnut Tree £380 plus VAT). He was disappointed with the lower quote and felt that the upper quote was too expensive – It was therefore proposed that MD Tree Services be asked to undertake the work at a cost of £650.

Proposed Cllr K Spicer Seconded Cllr J Wheals All in favour CU

Action: Clerk to contact MD Tree Services
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18. **Traffic Calming – SID Poles – Update** – The location at Springfield has had to be changed due to an objection. A new site on the corner of Highfields has been approved by Highways so the four locations have now been agreed and as soon as they have been erected a SID can be purchased. Cllr Schumacher and Speedwatch Co-ordinator will present a review of all the available options at the next meeting in January.

19. **To discuss Road Markings, Capel Road/Bergholt Road Junction -** Cllr Munday had e-mailed County Councillor Jones following the November Remote Meeting and he agreed with our concerns and has asked that Highways renew the road marking and to give us some advice re traffic calming at that junction.
20. **Speedwatch – Purchase of new Speed Gun – Update** Speedwatch Co-ordinator e-mail – the speed gun that has been trialled in Norfolk is the Bushnell Model 101911. The board meeting has been postponed three times but should go ahead in February. If funding is approved, they hope equipment should be ready to distribute by April. Speedwatch are hoping to start using the second hand equipment as early as next week. Co-ordinator has spoken with the Police and been issued with free lightweight high viz jackets.
21. **Quiet Lanes –Update** the Clerk reported that Councillors had been sent a summary spreadsheet of all the e-mailed comments to the Parish Council about the Quiet Lane proposals-they have also received all the responses for and against – 29 in favour 5 against. At the Remote Public Meeting held on 12 November two residents spoke against and five spoke for the proposals. Cllr Munday told the meeting that if we want to proceed with the proposal, SCC will issue a Proposal of Designation Notice – there will then be a further 21 days for any objections – SCC will make the final decision. Because Bentley PC wanted to give residents and Councillors time to consider the proposals they will be behind the other two trial villages, Snape and Glemsford who have already had the ‘Proposal to designate’ notices published. A total of 139 parishes across Suffolk have expressed an interest in designating Quiet Lanes. A discussion followed and as 29 residents/users of the lanes were in favour with just five against it was proposed that we proceed with Quiet Lanes proposal to the next stage.

Proposed Cllr K Spicer Seconded Cllr N Moxey 7 in favour 1 abstention

Cllr Munday will pass on decision to Quiet Lanes Suffolk.

22. **Neighbourhood Plan –** Cllr Moxey reported that the Regulation 14 consultation has finished – mostly greatly positive – objections from Code & Hopkins Homes who had a supplementary proposal to put a number of houses on the corner of Bergholt Road junction. Everyone will get a response – probably nothing needs to be changed as a result of the comments. Babergh have said we need to have a Strategic Environmental Assessment because of the AONB. A Scoping Report would have a statutory consultation period of five weeks; then the SEA Report proper will be drawn up. If there are no changes required to the NHP we will go to the next stage, submission to an Inspection. If all is okay it will go to referendum that has to be paid for by the Parish Council (£1,500) and because of Covid, can’t happen before May.
23. **Affordable Housing -** Cllr Moxey informed the meeting that she had tried to contact Hastoe - not heard back – she will try again.
25. **To receive Correspondence** – The Clerk drew Councillors’ attention to the following E-mails – 22 e-mails from residents re Quiet Lanes – Babergh Dis Council x 3 revised CIL charging rates, Consultation Joint Local Plan virtual meeting & Precept Forms – delayed due to additional work on tax bases - e-mails from Magpas Air Ambulance and WI grant requests - e-mail from landowner re dog bin and SID pole – 4 e-mails from Maritime FC re fence request, antisocial behaviour, use of main pitch, damage and capping. E-mail from Resident re practice goal.
26. **Exchange of information by Councillors and matters for consideration at future Meetings**
- None
27. **To Authorise Payments** - The following payments were authorised

101494	PKF Littlejohn	External Audit Fee 2019/20	£240.00
101495	Babergh District Council	Litter & Dog bin emptying	£325.07
101496	SLCC	Membership fees	£130.00
101497	Peter Baldwin	Grass/leaf clear Closed C/yard	£290.00
101498	Cllr N Moxey	Zoom Subscription - December	£14.39
014199	HMRC	Clerk’s Tax	£9.60

101500 Mrs J Scott	Salary November	£520.00	
	Minus tax	<u>£9.60</u>	£553.55
		£510.40	
	Plus Expenses	<u>£43.15</u>	
		£553.55	

It was proposed that these be paid en bloc.

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

- 28. To confirm date of next scheduled meeting –. - Parish Council Meeting Thursday 7 January 2021 @ 7.30 pm.**

There being no further business the meeting closed at 9.43 pm.

CHAIRMAN:

DATE: