

BENTLEY PARISH COUNCIL

MINUTES OF THE REMOTE PARISH COUNCIL MEETING HELD ON ZOOM - THURSDAY 5 NOVEMBER 2020 AT 7.45 PM

Present

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

Also in attendance, County Councillor Gordon Jones, District Councillor D Busby, Footpath Warden and Speedwatch Co-ordinator.

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

Cllr Feltwell welcomed everyone to the meeting -the Chairman’s resignation had been noted and he thanked Cllr Bamford for his work as Chairman and was pleased he was staying on the Council. The first item on the agenda therefore was to elect a new Chairman.

1. **To elect Chairman** – It was proposed that Cllr Munday be elected Chairman. There were no other nominations. Cllr Munday was willing to stand and was duly elected – Declaration of Acceptance of Office Forms were duly signed.

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

2. **To record apologies for absence:** Tree Warden
3. **To receive Declaration of Interest relating to Agenda items:** None received
4. **Dispensations – to consider written requests for dispensation of disclosable pecuniary interest in matters relating to Agenda items** – None received
5. **To approve minutes of the Remote Parish Council Meeting held on Thursday 1 October 2020** - The minutes were approved as a true record and will be duly signed.

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

6. **Matters Arising from the minutes: Page 1030 item 9** – Reply sent to Babergh and e-mail forwarded to S Bond -**Page 1031 item 14** – changes “and post” were made to the Social Media Policy & sent to Councillors. **Post Box Hazel Shrub:** Post Box Local Operations team need to add a barcode inside the box to get it back on schedule - normal timescale a few days from when the box goes in the ground. **Remembrance Service** – Road closure is in place for Sunday 8 November – Risk assessment was sent to Network Assurance and notices displayed on Notice Boards - Cllr Wheals to lay chaplet Rest covered by agenda items

Public Session

County Councillor G Jones – Congratulated – Madam Chairman -the outgoing Chairman will be a tough act to follow – he had sent his written report for October which had been circulated to Councillors – **APPENDIX 1** in the minute book and on the website. He reported on finances – next Delta return to ANCLG goes in tomorrow -Planning for the Future White paper – County Council responded to the Ministry on the 29 October – it was a fairly detailed response – this is the first stage of a fairly lengthy process. He went on to talk about Quiet Lanes – it is unlikely he will be able to attend the Extra Ordinary Meeting on 12 November as he has two PC meetings. Working to get speed limits changed to 20 mph in villages – working in East Bergholt on signage and a zone. He was asked if he could help with the lack of road markings at the dangerous Bergholt Road junction – the Clerk had been told that these would be done when the road is re-surfaced but Bentley was not on any immediate list. County Councillor Jones asked for the correspondence and will investigate.

Action: Send e-mail re road marking to County Councillor Jones

District Councillor D Busby – had sent November Councillors Briefing notes for Town & Parish Council which had been circulated to Councillors – **APPENDIX 2** in the minute book and on the website, also several Covid Reports – the second lockdown is not quite as straight forward as the last one – there are grants available - go onto the Babergh District Council website. Winners of the Innovation Awards were announced at a virtual ceremony also virtual advice for businesses across Babergh & Mid Suffolk talking about Brexit. He talked about the Planning White Paper – now given a response and tried to be constructive and positive – there is an issue with Leisure Centres –they will cost a lot of money - the Local Plan is out for its second round of consultation. Cllr Moxey said they had not taken note of the Landscape Appraisal and the AONB was not mentioned at all, she was told to put in representation to the Inspector.

Cllr Munday introduced the new Speedwatch Co-ordinator to the meeting who explained that he was in the process of taking over the role which has taken longer due to deficient equipment and the second lockdown so at the moment cannot be out on the streets. The existing volunteers are happy to continue. Bentley have now been issued with a speed camera, four batteries and signs from the Police so no longer have to share with Stutton so will be in a much better position when they can start again.

7. Planning Applications –

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

DC/18/04196	Woodview Nurseries , Hazel Shrub	Details of conditions have been determined
DC/20/03950	Bentley Service Station, Services Area A12 outbound, London Road	Permission has been granted

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

DC/20/04373	The Spinney, Capel Road	Erection of single storey rear extension (following demolition of conservatory). Erection of first floor side extension with part two storey element, alterations to bay window & extension to form entrance lobby.
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RECOMMEND APPROVAL

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

DC/19/04739	Holly Oak, Hazel Shrub	Reserved Matters Application relating to DC/19/05429 & subsequent appeal APP/D3505/W/3249004 Layout, Scale, Access, Landscaping & design for Erection of 2 No detached dwellings
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RECOMMEND APPROVAL

Councillors were concerned about the environmental impact of the reed beds and potential nuisance to neighbours.

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

DC/20/04683	Pond Farm House, Bentley Road	Erection of agricultural building & associated area of hard standing
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RECOMMEND APPROVAL – As long as it is strictly for agricultural use.

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

DC/20/04852 23 Highfields

Householder Application – Erection of two storey rear extension to existing end terraced private dwelling.

RECOMMEND APPROVAL

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

8. **Report by Exception – Tree Warden/Footpath Warden/Capel Library/ Bentley Long Barn Tree Warden** – In the absence of the Tree Warden the Clerk read out his report – he has ordered 150 mixed broadleaf trees plus 5 Wild Service trees to plant throughout the parish. These are being obtained from the Woodland Trust via the Suffolk Tree Warden Network Chairman (tree tubes and stakes are provided). He would like to store the tubes and stakes in the container on the Playing Field if space is available. **Friends of Capel Library** – At the Committee Meeting held on 6 October Caroline Alder was co-opted as a Trustee. An election was held - Chair – Caroline Alder – Treasurer Bob Perkin and Secretary Jackie Harman. Kathrine Lui (Head Librarian) gave an update on Covid regulations and reported that fines and charges have been reintroduced. Future events were discussed – AGM usually held in January was postponed until later in 2021. A new Capel Library Membership Application/Renewal Form has been produced as is now available (Membership £2 per year). Please become a member even if you do not use the library; the income is important in supporting events, films and replacing worn out or damaged equipment. **Bentley Barn** – No further news. Cllr Bamford reported that bricks were being taken away – need British Heritage to consider a further inspection – this is second on the list of Suffolk’s threatened buildings. **Footpath Warden** – Two reports of trees across paths – will try and look this weekend.
9. **Provision of dog bin at Potash Lane** – Landowner is happy for bin to be sited at the end of the footpath (1-2 m back from edge of footpath) which takes it further away from 3 Red Cottages. Residents are still not happy with it being that close – Clerk has contacted landowner to see if it can be sited 10m west of the footpath back from the verge.
10. **Trees & Hedgerows** – As previously stated under Matters Arising – Resident was sent a copy of the original e-mail and a response sent to Babergh saying that Bentley Parish Council are definitely in favour of this project. Hedges along Bergholt Road were also discussed following an e-mail from a resident.
11. **To approve Six Month Accounts – April- September 2020** This item was deferred as Finance Working Party had not been able to meet.
12. **Walnut Tree (Playing Field) & Tree Grove Road** – Three quotes have been received for the proposed tree work –Mortimer Contracts £180.00 Plus VAT = £36 – Total £216.00 - MD Tree Services £650.00. Tendring Tree Surgery - Tree Grove Road £1,080.00 plus VAT £1,296 Walnut Tree £380 plus VAT £76 = £456 Total £1,752. The Tree Warden had met with all three contractors so Councillors felt he should have some input. It was therefore proposed that if he was happy to go ahead with the lower quote the Clerk be authorised to expedite and the decision be ratified at the December meeting.

Proposed Cllr B Feltwell Seconded Cllr J Wheals All in favour CU

13. **Traffic Calming – SID Poles – Update** – All four locations had now been agreed by SCC – The Parish Council will have to pay for two poles at £190 each. County Councillor Jones said the poles/sites considered should be appropriate for ANPR cameras as trials are likely this year. A discussion followed on the type of SID – PC will liaise with Speedwatch Co-ordinator and Team. As a starting point the Clerk will send the e-mail received from Brantham with details of their SID – she will also contact Capel Clerk to find out the details of their SID. Cllr Schumacher will work with Speedwatch Co-ordinator to look at different devices and make a presentation to Councillors.

Action – Clerk to send Cllrs & Speedwatch Co-ordinator – e-mail re SID & contact Capel Clerk

14. **To discuss Road Markings, Capel Road/Bergholt Road Junction -** Discussed in the Public Session - County Councillor Jones to take up with Highways.
15. **To ratify cheque paid in September– - Cllr Moxey £14.95 Zoom & Royal British Legion £100** - It was proposed that these payments be ratified.
- Proposed Cllr M Bamford Seconded Cllr J Wheals All in favour CU
16. **Speedwatch – Purchase of new Speed Gun – Update** As previously stated we now have our own camera, 4 batteries and signs supplied by the Police, so are no longer sharing with Stutton. This is kit which has been in use in Norfolk and has now been replaced by a new type of camera and hopefully will be more reliable It looks as though all equipment will in future be provided by the Suffolk Police and not Parish Council’s. Speedwatch Co-ordinator will let the Parish Council know how the equipment is working once lockdown is over.
17. **Quiet Lanes –Update** Cllr Munday reported that an Extra Ordinary Meeting is to take place next Thursday and she will give a presentation so that every one knows what Quiet Lanes are – it looks as though quite a few people want to attend and it is an open discussion controlled by the Chair. After some discussion it was proposed that Cllr Bamford chair the meeting leaving Cllr Munday free to answer questions and Cllr Moxey will control timings. The decision whether to proceed will be made at the next Parish Council Meeting – 3 December. If we do wish to proceed, we then get SCC involved in the process and they will issue press notification and official indication of response then after 21 days they will make the decision – it is up to them to deal with the objections not us. SCC have already agreed these lanes are suitable for designation.
- Proposed Cllr D Schumacher Seconded Cllr J Wheals All in favour CU
18. **Neighbourhood Plan –** Cllr Moxey reported that the Regulation 14 consultation finishes on Monday 16 November and so far have only received a small number of comments – many of the comments have been very supportive. Three drop-in meetings were held – total of 12 responses. We have been told by Babergh that we need a strategic environmental assessment because of the AONB. The Joint Local Plan has taken no notice of the Neighbourhood Plan and there are huge flaws in the White Paper Assessment. She urged parishioners to comment on the Neighbourhood Plan.
19. **Affordable Housing -** Clerk contacted Hastoe who haven’t been in contact with the landowner – Cllr Moxey will contact them.
20. **Playing Field Society – To Consider quotes for Basketball Hoop -** Apart from the one quote sent to Councillors the Clerk has not yet sourced any more quotes – this will be done for the next meeting. Moles problem has not yet been sorted Saxon Pest Control are waiting for the arrival of more mole traps - A4 signs will be put at both entrances of the field warning of mole traps. Fireworks – due to lockdown the firework display will not go ahead –(Insurers have been informed) it was suggested that they be set off at 6pm on New Year’s Eve – to be confirmed.
21. **To receive Correspondence** – The Clerk drew Councillors’ attention to the following E-mails – Babergh re Precept Forms- Chairman’s resignation – 16 e-mails from residents & East Bergholt PC re Quiet Lanes, Grant applications from Capel Library & Bentley Outdoor Bowls (Tuesday Club and Indoor Bowls not applying this year) e-mails from residents re Playing Field and Hedges 2 e-mails from BAPTC – e-mails from Maritime re Verti-draining of the Playing Field and .Boundary Commission re Suffolk Stakeholder Reminder – Our suggestion - we have more in common with a rural area than the suburban fringe has been acted upon – we are now in agreement – well done Cllr Bamford.

22. **Exchange of information by Councillors and matters for consideration at future Meetings**
 - **Cllr Munday** – Felt that she would now be unable to fit in Village Correspondent duties – The Clerk agreed to send report to Bentley Bugle. Cllr Munday to book Chairman Training with SALC – cost will be ratified at the next meeting.

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

101485	Cllr N Moxey	Zoom Subscription October Ratified	£14.39
101486	Royal British Legion	Donation – Chaplet - Ratified	£100.00
101487	SALC	Training Cllr Moxey Planning Webinar	£30.00
101488	Vertas	Grounds Maintenance	£179.03
101489	Peter Baldwin	Grass cut Closed Churchyard	£130.00
101490	Cllr M Bamford	Resident -	£34.00
101491	Cllr N Moxey	Zoom Subscription - November	£14.39
014192	HMRC	Clerk's Tax	£26.80
101493	Mrs J Scott	Salary October	£520.00
		Plus back payment	£85.80
			£716.10
	NB: Expenses include	Minus tax	<u>£26.80</u>
	BACS payment to CAS		£579.00
	(£60) for Website	Plus Expenses	<u>£137.10</u>
	Hosting		£716.10

It was proposed that these be paid en bloc.

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

24. **To confirm date of next scheduled meeting** – Extra Ordinary Meeting Thursday 12 November 2020 7.00 pm .- Parish Council Meeting Thursday 3 December 2020 @ 7.30 pm–

There being no further business the meeting closed at 9.40 pm.

CHAIRMAN:

DATE: