

BENTLEY PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON AT BENTLEY VILLAGE HALL ON -THURSDAY 1 JULY 2021 AT 7.30 PM

Present

Cllr M Munday - Chairman Mrs J Scott – Clerk Cllr M Bamford Cllr N Moxey
Cllr C Perry Cllr J Wheals Cllr P Cross

Also, in attendance – County Councillor Georgia Hall, District Councillor D Busby, Tree Warden, Footpath Warden, Speedwatch Co-ordinator and 2 members of the public.

Cllr Munday welcomed everyone to the meeting especially our new County Councillor Georgia Hall who she was meeting for the first time. The Clerk received no notification of anyone planning to film or record this meeting. A risk assessment had been carried out for 9 Councillors and up to 24-28 members of the public with seating 1 metre plus apart.

1. **To record apologies for absence:** Cllr B Feltwell, Cllr K Spicer and Cllr D Schumacher
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 Extra Ordinary Meeting held on Friday 28 May 2021** - The minutes were approved as a true record and were duly signed.

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

5. **Matters arising from the Minutes** - No matter arising
6. **To approve minutes of the Parish Council Meeting held on Thursday 3 June 2021** - The minutes were approved as a true record and were duly signed.

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

7. **Matters arising from the Minutes: Page 1067 item 8** – Certificate of Exemption was sent to External Auditors on 11 June – AGAR is on the website - the Notice of public Rights was put on the Notice Board on the 13 June. Page 1068 item 9 – the necessary changes to the slide have been actioned. Donation cheques and letters were sent out. Rest covered by agenda items.

Public Session

County Councillor G Hall - had sent her June written report which had been circulated to Councillors – **APPENDIX 1** in the minute book and on the website she was happy to take any questions. She reported that it was good to see the newly installed SID and spoke about the ANPR system – there is a register with all parishes that are interested on it. SCC are trialling one device in three months - Bentley is one of the parishes on the trial but they need to complete the online form. Cllr Munday told the County Councillor– we are quite happy to fill in another form and tick the right boxes. There are 4 SID poles in place – 3 new ones with permission from residents – and one existing 30 mph sign. Cllr Moxey told the County Councillor that once again one of the antiquated (1935) Anglian Water pipes had fractured towards A12 on Capel Road which needed to be closed – the diversion route was down Bergholt Road which had just been designated a Quiet Lane and is mostly a single track road with a very dangerous junction. It would be better to divert to the A137 which would be far far safer.

District Councillor D Busby – had sent his written report which had been circulated to Councillors **APPENDIX 2** in the minute book and on the website – he reported that there had been a lot of discussion but not many decisions at the moment. The JLP has been delayed – the Stage 1 meeting at Copdock last week between people and electronics didn't work – will do Stage 1 and Stage 2 in September and will be on time next Spring. FYI Catherine Bailey Sustainability Officer was very interested in what we are doing in Bentley.

8. Planning Applications –

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

DC/21/01857	Little Dodnash Farm, Bergholt Road	Permission has been granted
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b) To give comments on any new applications in hand –

DC/21/03705	27 Silver Leys	Erection of single storey rear extension & front dormer extension to facilitate loft conversion
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RECOMMEND REFUSAL -Not in accordance with the form, scale and line of adjacent properties and would have a detrimental impact on the street scene. The materials proposed do not conform with the NHP Design Guide.

Proposed Cllr M Bamford	Seconded Cllr C Perry	All in favour	CU
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9. Report by Exception – Tree Warden/Footpath Warden/Capel Library/ Bentley Long Barn

Footpath Warden & Speedwatch - Tree Warden is to attend Suffolk Tree Warden Network visit to SWT Grove Farm, Black Bourne Valley Reserve on Wednesday 7 July at 10 am. A copy of the Tree Warden Network Briefing has been e-mailed to the Clerk. A document that outlines tree planting in Suffolk in celebration of the Queen's Platinum Jubilee in 2022 to form what is being called "The Queen's Green Canopy" – Friends of **Capel Library** –. A very successful sale of cakes in aid of Alzheimer's was held on the morning of Saturday 26 June. Date of next Trustees Meeting Tuesday 27 July. **Bentley Barn** – No further news. Cllr Bamford commented that there had been no chance to go and look round. **Footpath Warden** – Two Footpaths had been reported and cleared. - Holly Wood and Dodnash Wood. **Speedwatch** – Since the last meeting there have been five sessions, including our first on Saturday, but slightly down on the month before as Co-ordinator was away – 33 vehicles were reported. – Of those 33 30 were on Capel Road which is a big issue. Speedwatch Co-ordinator asked to be kept informed of where and when SID will be moved.

10. Playing Field Society – i) To discuss funding re Terralift Drainage Treatment –Cllr Munday

told the meeting that a quote had been received from Miles Drainage for a piping system – (estimated cost £19,567.01 plus an optional budget cost to remove materials from site of £4,130 plus VAT) which would need a carrier drain across nearby farm land with water draining at the bottom of Church Road which was not really an option. Terrain Aeration Services were approached for a quote re their Terralift aeration treatment – which comes highly recommended – This deep aeration treatment is long term – at least 12-15 years possibly even longer if you continue to using Vertidrain – Maritime are very keen on this and obtained a quote for the whole field £8K + VAT. In the NHP drainage is at the top of the PIIP with gym equipment second. – The Clerk had prepared a financial spread sheet and after some discussion it was proposed that this drainage treatment should be undertaken using £6026.03 CIL money – Maritime to contribute 10% (£8K plus VAT) with the Parish Council making up the shortfall of £1,200.

Proposed Cllr N Moxey	Seconded Cllr P Cross	All in favour	CU
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ii) Maritime Agreement – The Clerk told the meeting the new agreement (2027/28) had been drawn up - Maritime had signed electronic copy – hard copy will be signed by Maritime, Chairman and Clerk. iii) To discuss purchase of Outdoor Gym Equipment - T Hamstead has

done an incredible amount of work on this – the application for funding via Viridor was unsuccessful so we are now looking at ways of funding this. The Parish Council have pledged £3K plus £1,159.59 S106 money (which will need to be spent on specific item(s) of equipment) £2K will be taken from the Playing Field Society Firework Account and Cllr Munday has submitted a CIL Funding Enquiry for £4,608.

11. **To Discuss SALC Internal Audit Report -** Items that need to be address - **Page 8.** Reserves: Council should note guidance as issued under the Practitioners Guide 2020 which states that an authority needs to have regards to the need to put in place a General Reserve Policy with explanations as to the high level of general reserves being held and to have evidenced that it has reviewed the level and purpose of all Earmarked Reserves **Page 11** PAYE - Council should ensure that it completes its re-declaration of compliance with regards to automatic enrolment duties and that such a declaration, once completed should be reported to full Council **Page 12** - Recommendation: Council should ensure that the Asset Register figure declared on the unsigned Accounting Statements of the AGAR (currently stated as £50,920) accurately reflects the Asset Register figure stated on the Supporting Notes to the Accounting Statements of £59,339.53 (Told by BDO that the Fixed assets should **not** be the uplifted RPI figure). It was proposed the report be accepted.

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

12. **To ratify payment to Canon Printing (£60) -** This payment was for printing Neighbourhood Plan Booklets. It was proposed that this payment be ratified.

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

13. **To discuss cutting of Verges during June - Apparently** this issue of verges will happen every year. The Clerk told the meeting she had contacted Babergh Public Realm but they hadn't yet replied to her e-mail. The hedges notice has been sent to Bentley Bugle asking residents to cut hedges that encroach the pavements it will also be put on Facebook. The grass at Silver Leys was discussed also overgrown road signs. The hedges along East End Bergholt Road were reported to SCC Highways but were deemed not to warrant action at this time. Clerk to copy to County Councillor Hall –Tattingstone Junction is dangerous with overhanging vegetation.

Action: Send SCC Report re hedges to County Councillor

14. **Tudor Fundraising Event – Update** Cllr Moxey told the meeting this had come together really well - there will be an archery display, potters, mumming, puppets, falcons and Morris dancers with 7-8 Tudor type merchants. Leaflets are going to be delivered to Copdock and Bentley Schools. Help will be needed re car parking and at the moment not getting anywhere with First Aiders – we could run without them. T Hamstead said he would do a barbecue and was told there will be three food items – he did suggest a hog roast. WI are doing tea and cakes.

15. **Quiet Lanes – Update** – Quiet Lanes have been approved – installation of signage has started it is a bit disjointed at the moment. but signs are on their way. SCC approved it despite the objections. SCC will publish the legal Designation Notice in the EADT shortly. Article will be put in the Bentley Bugle re driver awareness about the signs and what they mean.

16. **To discuss Bentley Bridge Barrier – Railway protection measures -** Information is on the website and the link was put on the agenda so the revised designs could be looked at. The Parish Council got involved with the help of County Councillor Gordon Jones and have managed to get some revision of the designs which were totally inappropriate for horse riders and made it very dangerous. The one metre between the edge of the road and the barrier has been extended to 2.5 metres and it will be a shorter metal barrier with wooden covering. SCC asked if the Parish Council will approve the new designs and it was proposed to write and say we are glad they have taken notice of local residents and in particular horse riders and cyclists. Quiet Lanes – smaller repeater signs will also be installed on approaches to the bridge.

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

Action: Write to SCC Highways

17. **Traffic Calming – SID Update** – The meeting was told that Cllrs Schumacher and Bamford have installed the new SID. It is a bit low on the pole and the batteries have got to be assessed. We also need to download some software to allow us to get speeding patterns. The SID will be moved around the village and the Speedwatch Co-ordinator will be told in advance when it is to be moved. Cllr Schumacher is in charge. Cllr Munday thanked everyone for their input especially Cllrs Schumacher and Bamford.

County Councillor Hall left the meeting.

18. **Insurance Cover for Volunteers – Update -** Anyone using machinery – hedge cutter – chain saws etc should hold a certificate. The Footpath Warden was asked if he would undertake training to gain a Certificate and he was agreeable. Clerk and Footpath Warden to liaise to find necessary training course.

Action: Clerk & Footpath Warden to research courses
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19. **Neighbourhood Plan** – Cllr Moxey reported that the NHP is with Babergh for consultation – there have been no significant comments so far.

20. **To receive Correspondence** – The Clerk drew Councillors’ attention to the following e-mails - Thanks for donations from Outdoor Bowls, Citizens Advice, MAGPAS, SARS and EACH - Tattingstone Clerk & Speedwatch re speeding motorbikes along A13 - 2 e-mails from Resident re Urgent Neighbourhood Plan, East Bergholt Parish Council – Quiet Lanes, Suffolk Highways x 2 re Bentley Rail Bridge, Railway Protection Measures – Eastern Region Enquiries re A12 Southbound junction 30 to junction 27 Survey works, SALC re Queens Platinum Jubilee 2022 – Resident re NHP submission - Resident re CPR training for defibrillators – Agenda item. – Resident Playing Field Society Minutes- St Mary’s Church re Service of dedication and SCC Problem Report – Hedges Bergholt Road – Does not warrant remedial action at this time!!!

Action: Agenda item CPR Training re Defibrillators

21. **Exchange of information by Councillors and matters for consideration at future Meetings**
Cllr Munday – Told the meeting of litter being left on the Playing Field which needs a notice in the Bentley Bugle and on Facebook. **Cllr Bamford** – told the meeting the sign for the Playing Field is on its way – also the notice board needs to be cleared of the old notices and map – Clerk explained she had been unable to open middle door of the board. A discussion took place on clearing road signs of vegetation Cllr Bamford will arrange a day to informally clear signs. **Cllr Moxey** – reported a caravan outside the residential curtilage in Highfields without permission – the Clerk had contacted Babergh.

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

101540	Canon UK Ltd	NHP Bound books - Ratified	£60.00
101541	Peter Baldwin	Grass cut/strim Closed C/yard	£140.00
101542	Elancity UK	SID	£2,418.67
101543	Mrs J Scott	Clerks Salary June	£520.00
		Minus tax	<u>00.00</u>
			£520.00
		Plus Expenses	<u>£67.62</u>
			<u>£587.62</u>

It was proposed that these be paid en bloc.

Proposed Cllr N Moxey Seconded: Cllr C Petty All in favour CU

19. **To confirm date of next scheduled meeting** –. Parish Council Meeting Thursday 2 September 2021 at 7.30 pm. Preceded by Playing Field Society Meeting at 7.00 pm.

There being no further business the meeting closed at 8.57 pm.

CHAIRMAN:

A handwritten signature in black ink, appearing to be 'M. H. ...', written over a horizontal line.

DATE: 6th August 2021