

BENTLEY PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD via ZOOM ON THURSDAY 6 MAY 2021 AT 7.30 PM

Present

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

Also in attendance: District Councillor D Busby, Tree Warden, Footpath Warden, Speedwatch Co-ordinator and 4 members of the public.

The outgoing Chairman Cllr Munday welcomed everyone to Bentley's Annual Parish Council Meeting.

1. **To Elect Chairman for Forthcoming Year** – It was proposed that Cllr Munday be elected Chairman for the forthcoming year. There were no other nominations. Cllr Munday was willing to stand and was duly elected – Declaration of Acceptance of Office was duly signed.

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

2. **To appoint Vice Chairman for the forthcoming year** – It was proposed that Cllr Feltwell be elected Vice Chairman. There were no other nominations. Cllr Feltwell was willing to stand and was duly elected. Declaration of Acceptance of Office was duly signed.

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

3. **To record apologies for absence:** Cllr M Bamford, Cllr P Cross and Cllr N Moxey

4. **To Receive Declarations of Interest relating to Agenda Items** – None received

5. **Dispensations – to consider written requests for dispensation of disclosable pecuniary interest in matters relating to Agenda items** – None received.

6. **To appoint Council Representatives** – The Tree Warden, Footpath Warden, Cllr Munday and Cllr Wheals were all willing to carry on and it was proposed they be elected en bloc.

Mr C Hawes – Tree Warden Mr T Hamstead – Footpath Warden
M Munday – Village Correspondent /Website Cllr J Wheals – Folly Farm Representative

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

7. **To approve payment of subscriptions for 2021/22 -** It was proposed that the SALC membership fee be paid

SALC £363.34 Community Action Suffolk Membership free – This has been renewed

Proposed: Cllr M Munday Seconded Cllr C Perry All in favour CU

8. **To approve minutes of the Parish Council Meeting held on 1 April 2021** – The minutes were approved as a true record and will be duly signed.

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

9. **Matters Arising from the minutes – Page 1055** – Clerk e-mailed owner of Bentley Barn re Meeting to be arranged once we have heard from English Heritage and Babergh – Rest covered by agenda items. Cllr Munday – we need to engage with English Heritage following their visit to Bentley Barn with Babergh.

Action: Contact to be made with English Heritage

Public Session

County Councillor G Jones – County Councillor Jones’ final End of Year Report had been received at the Annual Parish Meeting – which preceded this meeting.

District Councillor Dave Busby: District Councillor Busby’s End of Year Report had been received at the Annual Parish Meeting – which preceded this meeting. He told the meeting that it had been a tough year with most of the Staff and Councillors having to work from home but have still managed to distribute over £30 million in grants to four million businesses in addition to keeping all services going and he was full of admiration for them. Whilst it has been challenging it is also exciting - environmental measures have been approved to help the Councils achieve their ambition of becoming carbon neutral by 2030 – so let’s look forward rather than back.

10. Planning Applications

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

DC/21/00989	Ruseley, Hazel Shrub	Outline Planning Permission has been refused
DC/21/01223	Land Adj 4 & 5 South View Green	Planning Permission has been refused
DC/21/01323	Bentley Plants Ltd, Bergholt Road	Prior Approval has been given subject to following Conditions
DC/20/01122	Land to rear of 4-6 Grove Road	Approved Conditions
DC/21/01656	Land adjacent to Earlwood House Capel Road	Planning permission has been granted
DC/21/01315	Land off Hazel Shrub, Hazel Shrub	Refusal of Planning Permission

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

DC/21/02053 5 West Mill Green Erection of rear extension and application of rendering

RECOMMEND APPROVAL

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

DC/21/02430 Pond Farm House, Bentley Road-Capel Erection of agricultural building with associated area of hard standing

RECOMMEND APPROVAL

Proposed: Cllr M Munday Seconded: Cllr J Wheals All in favour CU

DC/21/01857 Little Dodnash Farm, Bergholt Road Erection of 1 no two storey storage building

RECOMMEND APPROVAL Councillors were concerned re its potential to be an extension of the Holiday Let Business at a later date and would ask that all development rights on that storage building be removed to prevent a future change of use application to dwellings.

Proposed: Cllr C Perry Seconded: Cllr M Munday All in favour CU

11. **Report by Exception – Tree Warden/Footpath Warden – Tree Warden** –Told the meeting that he would forward his Annual Report for inclusion on the Website re Annual Parish Meeting. He spoke of the Community Orchard based at Dodnash Fruit Farm – the first fruit tree – a Williams Pear -has been planted by Bentley Bluebells WI and other fruit trees purchased by Bentley Residents will be planted between November 2021 and March 2022. **Friends of Capel Library-** On 12 April 2021 the library re-opened again for restricted browsing. 100 Club has

operated with prizes awarded throughout the Covid 19 period. A FoCL Trustees/Committee meeting was held on 6 October 2020 to discuss future events and fund raising. A book & puzzle sale was held outside the library 13-16 April 2021 (Trustees volunteered to man the stalls) – **Bentley Long Barn** – The Parish Council is waiting to hear from Heritage England regarding a meeting to be arranged with them to discuss the future of the barn and the owner’s proposed planning application to build on land adjacent to the barn. **Footpath Warden** - Nothing to report this month – very quiet. - **Speedwatch Co-Ordinator** - Since the last Parish Council meeting there have been 11 sessions – 6 Nil returns and the other 5 resulted in 41 vehicles being reported to the Police. Nearly 95% of these were on Capel Road – the idea is to hold sessions at varied times, varied locations and on varied days so we can show Speedwatch is alive and kicking in Bentley. A discussion followed on a near miss in Capel Road that evening – traffic at the Bergholt Road junction was also mentioned - an early evening session may be considered by Speedwatch.

12. **To Decide Grants to Village Organisations for Financial Year 2021/22** – It was proposed that the following grants be paid en bloc

Bentley Outdoor Bowls	S19	£200
Friends of Capel Library	S137	£200
Bentley Bluebells WI	S137	£200

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

13. **To Decide Grants to Other Organisations for Financial Year 2021/22** – After some discussion it was proposed that the following donations be paid en bloc

Ipswich Citizens Advice	S142	£100
MAGPAS	S137	£100
SARS	S137	£100
EACH	S137	£100
Applewood Acres (Community Orchard)	S137	£100

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

Action: Inform Clubs & Organisations – letter & cheques to be sent out in June

14. **Traffic Calming – SID Purchase – Signage Bergholt Road & Road Markings – Updates –** Cllr Munday told the meeting that due to problems with delivery from France delivery of the SID will probably be early next month. The Working Party (Cllrs Munday, Spicer Schumacher & Bamford) need to meet to see where the SID will go. Cllr Schumacher was happy to take the lead on this.

15. **Playing Field Society – To Discuss i) Re-positioning Parish Goal Posts ii) Annual Fee Review – iii) Long Term Agreement – i)** Cllr Munday told the meeting that at the last Playing Field Society Meeting there was a discussion on Maritime extending their teams the current team will be Under 13 next season so will need a slightly larger pitch. Therefore, it has been agreed that Parish goal posts will be moved to the practice pitch – in a suitable position agreeable to everybody – (a discussion is needed with Tree Warden, Footpath Warden, and a parent with football experience plus Maritime to make sure the posts are re-sited in a suitable place – meeting needs to take place quickly). Feedback from parents at the last meeting was positive – as long as there are two goal posts the pitch size is not quite so important. Will try and achieve that this summer. ii) Annual Fee Review – iii) Long Term Agreement – It was proposed that Changes to the Long-Term Agreement which covers the first two years will also include an Annual Fee Review – which can be agreed at the June Playing Field Society Meeting – To formally agree revised agreement with Maritime and Annual Fee Review. Clerk to draw up new agreement.

Proposed: Cllr M Munday Seconded: Cllr C Perry All in favour CU

Action: Clerk to draw up Agreement

16. **To discuss long term home for Rainbow Garage Door -** This is currently residing in the container – following a discussion Cllr Schumacher will ask for ideas from residents via Facebook and Bentley Bugle.
17. **To discuss Remote Meetings Survey - -** Deferred until next meeting
18. **To discuss Insurance Cover for Volunteers -** Cllr Munday informed the meeting that any tasks undertaken by volunteers using power tools requires a risk assessment to be undertaken – unless they hold a Training Certificate – or we will have a problem getting insurance cover. We rely on volunteers in the village but we must be responsible if we do ask them and provide insurance cover – This needs to be discussed A Risk Assessment Table of some sort was suggested with items listed – the Clerk had been sent copies of risk assessment tables by Insurers – these will be looked at.
19. **To adopt Internal Control Statement for Year Ending 31 March 2021 -** The Clerk reported that this had been mentioned under Correspondence at the April Meeting – The Working Party had looked at it and the Clerk had tailored it to Bentley Parish Council. - Councillor Schumacher stated that he was prepared to sign it off the Internal Control Report. It was therefore proposed that the document be adopted.

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

20. **To sign Neighbourhood CIL Expenditure Report –** This report includes balance and total CIL income balance from previous year £2,180.58 plus CIL income received in reporting year £2,180.58 – Total £4,361.16. It was proposed that the document be signed – sent to Babergh and uploaded onto the website as soon as possible.

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

21. **To agree cost of painting Bentley Parish Council sign on Notice Board -** The present sign on the notice board at the Village Hall is illegible – quote received from Vivid Works £120 to re-paint the sign. Councillors had agreed sum of £200 over two years ago to have the sign carved but this hadn't happened so it was proposed that the quote to re-paint be accepted.

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

22. **Neighbourhood Plan -** No report available.

23. **Quiet Lanes – Update –** Cllr Munday informed the meeting we are waiting for SCC to let us know whether the designation will go ahead – we should hear very shortly.

24. **To receive Correspondence –** The Clerk drew Councillors' attention to the following - Babergh re Tree Hedge & Wildflower planting – free trees, Spring Litter Pick 2021 – Agenda item June Meeting ,Community Action Suffolk x 2 re Volunteers Insurance, SALC x 2 re Expiry of Remote Meetings Regulations & High Court Decision – Report received from David Bracey re Play Area – Agenda item June, BAPTC x 3 Feedback request on Planning, Enforcement Solar Farms & Bramford/Twin stead Link Maritime Testimonial re Terralift Process – Bentley Village Hall re available for booking (June meeting booked provisionally), Resident re Road side verges – Agenda item June Meeting, MAGPAS – Be our hero & take on 5K May and St Mary's Church – re Yew trees.

Action: Agenda items – Spring Litter Pick 2021 – Play Area Report - Roadside Verges
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25. **Exchange of information by Councillors and matters for consideration at future meetings – Cllr K Spicer –** Seed exchange – it was agreed to float the idea on Facebook and see if there is any interest.

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

101522	SALC	Subscription 2021/22	£363.34
101523	Play Safety Inspections	Play Area inspection	£120.00
101524	P Baldwin	Grass Cut/strim Closed Churchyard	£140.00

101525	Cllr N Moxey HMRC	Zoom Subscription -April		£14.39
		Clerk's Tax Nil		Nil
101526	Mrs J Scott	Salary - April	£520.00	
		Minus tax	<u>Nil</u>	£616.57
			£520.00	
		Plus Expenses	<u>£96.57</u>	
			£616.57	

It was proposed that these be paid en bloc.

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

27. **To confirm date of next scheduled meeting** – Thursday 3 June 2021. – 7.30 Preceded by Playing Field Society Meeting at 7pm.

As there was no further business the meeting closed at 9.20 pm.

CHAIRMAN:



DATE: 14/06/2021