

# BENTLEY PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD AT BENTLEY VILLAGE HALL ON THURSDAY 4 JULY 2019 AT 7.30 PM

### Present

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

Also in attendance District Councillor Dave Busby and Footpath Warden - 2 members of the public

Cllr Bamford welcomed everyone to the meeting. The Clerk received no notification of anyone planning to film or record this meeting.

1. **To record apologies for absence:** Tree Warden and County Councillor Gordon Jones
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 Annual Parish Council Meeting held on Thursday 6 June 2019**  
The minutes were approved as a true record and duly signed.

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

5. **Matters Arising from the minutes: Page 968** – Updated Travel Policy – walking route has been reviewed – refusal decision has been overturned. - **Page 970 item 14** Clerk had e-mailed County Councillor re School Transport. **Page 971 item 21** Cllr Bamford had written to Babergh re high level security light with CCTV, tall peripheral fence and large storage building adjacent to the road at Trevlac but has had no response to date. Cllr Bamford had also investigated the dropped kerb next door to Holly Oak and reported that a gate had been put in and fenced off from the property but as there is no current planning for the field could not comment further but note it has happened. Cllr Bamford also reported that he was waiting to hear from the relevant Officer re Long Barn and would chase. Rest covered by agenda items. Cllr Moxey reported that she had been on a Media Training Course run by Suffolk Preservation Society and used the Long Barn as an example and got some helpful hints.

## Public Session

**District Councillor Dave Busby** – Reported that he attended the Police & Parish Forum meeting – there will be a lot more activity at Capel Police Station as it is being used for County Lines – it is not open to the public. There have been a lot of burglaries in the last couple of months – if you have a problem and you ring 101 there is a good chance that you won't get through but record the message so it is logged or go online. He will chase Long Barn issue. There was a long discussion on the Local Plan – every other hinterland village has a 10% distribution of additional housing whereas Bentley's figure (52) which equates to a 15% increase. The map shows only two areas outlined that haven't been built on (Oakleigh) and land west of Church Road (which is not the same shape as the proposed development) – does this mean a decision has already been made on this development before the planning meeting? Also, what about Hastoe homes? District Councillor Busby urged the Parish Council to write and make the points and also for individuals to respond – he also urged the NHP team to look at the actual policies that relate to the Local Plan.

**County Councillor Gordon Jones** – had sent his written report **Appendix 1** in the minute book and on the Parish Council website, before the meeting which had been forwarded to Councillors. The Clerk read out an e-mail from the County Councillor – the public consultation on the Northern Relief Road starts on 5 July – further details will follow later in

the week. He will be taking the following papers to Cabinet later this month – Speech, language & communication services – a new model that is fair for everyone – and Family Hub Service Model Review Policy Development Panel.

## 6. **Planning Applications**

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

<b>DC/19/02273</b> <b>B/16/01189</b> <b>Appeal Reference</b> <b>APP/D3505/W/19/312121057</b>	The Acorns, Link Lane 3 South View Green Garages South West of Silver Leys	<b>Consent has been granted</b> <b>Conditions approved</b> <b>Permission granted</b>
<b>DC/18/04888</b>	Southern Elms, Link Lane	<b>Amendment details</b>
<b>DC/19/02343</b>	<b>Non-Material amendment</b> Rowan Acres, Capel Road	<b>approved</b> <b>Reserved matters have</b>
<b>DC/19/01051</b>	Rowan Acres, Capel Road	<b>been approved</b> <b>Approved Conditions</b>
	<b>Discharge of conditions</b>	

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

<b>DC/19/02961</b>	Dodnash Fruit Farm, Hazel Shrub	Application for prior notification of agricultural development for proposed building. Town & Country Planning General Permitted Development Order 2015 Schedule 2 Part 6 – Erection of 4 No Polytunnels
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### **RECOMMEND APPROVAL**

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

**DC/19/02985**      1 Red Cottages, Potash Lane      . Erection of side conservatory

### **RECOMMEND APPROVAL**

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

7. **Report by Exception – Tree Warden/Footpath Warden/Capel Library/ Bentley Long Barn**— In the Tree Warden’s absence the Clerk read out an e-mail **Tree Warden** - Nothing to report **Capel Library**: The film Fisherman’s Friends is on 16 July in the library – doors open 7pm for 7.30 tickets in advance £4 members - £4.50 non-members - £5 on the door. Capel Fun Day had to be postponed due to bad weather and will now be held on 20 July. **Bentley Long Barn** –Nothing to report – (see matters arising above) **Footpath Warden**: The sign by Grove Farm has been reinstated (temporarily fixed). Cllr Bamford reported that a couple of the footpath signs are propped up by Earlwood – Footpath Warden will investigate **Footpath Society** - Considering their future.

8. **GDPR – To consider Subject Access Policy-** Re SALC’s comments in the Internal Audit Report – The Clerk had downloaded information from SALC’s website which had been sent to Councillors she also had a draft copy from another Clerk. It was proposed that this be circulated to Councillors so that a Subject Access Policy can be formulated and adopted by Bentley. Keep the item on the agenda.

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

9. **To discuss Draft Joint Local Plan (preferred Options) Document – implications for NHP groups -** This item had already been discussed in the Public Session with District Councillor Busby – There is a two month consultation period – Church Road goes to Planning Committee 17 July. It was therefore proposed that a response to the Local Plan be sent to Babergh pointing out that - i) the proposed allocation of housing for our village is 52 which equates to 16% whereas a typical Hinterland Village is 10% - this is therefore over development and would be

regarded as excessive. ii) There is an area included in the Village map which is an extension to the current area of the village – there is no planning application for the area - and iii) There is no obvious acknowledgement to the planning impact of the AONB with the village environs.

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

**Action:** Letter re Joint Local Plan

10. **To Review Standing Orders and Financial Regulations -** The Clerk reported that there were no legislative changes to the Standing Orders. She had removed square brackets etc in the Financial Regulations (as per SALC's comments) and it was therefore proposed that the changes be accepted. The Clerk will e-mail the altered document to Councillors.

Proposed Cllr P Cross      Seconded Cllr D Schumacher      All in favour      CU

**Action:** Send Councillors Financial Regulations

11. **Training -**

- i) To ratify cost of Councillor Briefing held at SALC – Cllrs Munday, Schumacher & Spicer (£55.20). It was proposed that this cost be ratified. Cllr Schumacher told the meeting that he had been unable to attend but the cost was buy two third place is free.

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

- ii) **Website Training – Cllr Munday -** Cllr Munday told the meeting she had already attended the website training and an invoice is awaited. It was proposed that this be paid on receipt.

Proposed Cllr B Feltwell      Seconded Cllr P Cross      All in favour      CU

- iii) **Two Day Councillor Course – Cllr Munday -** It was proposed that the Clerk book Cllr Munday on the 23 & 30 July Course – Cost £110 plus VAT.

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

12. **Parish Infrastructure Investment Plan (PIIP)- CIL Claim -** Cllr Bamford reported that there is no CIL money available as yet for SID and the slide. This item is to be taken off the agenda until January 2020.

**Action:** Remove from the Agenda until January 2020

13. **Grit Bins –Update -** The Clerk reported that a list of addresses of residents in the location of the 7 proposed grit bins and a draft letter had been sent to Councillors for approval. It was proposed that once the addresses were confirmed that the letter (enclosing a stamped addressed envelope) be sent out. Wooden grit bins were also discussed – these are to be researched. – Keep on the agenda

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

14. **Traffic Calming – SID pole locations – Update** The Speedwatch Co-ordinator had not yet been approached to walk round with Councillors Munday and Spicer to look at the proposed sites. This will be done asap.

15. **Quiet Lanes – Update -** Cllr Munday reported that she had not sent any communications to the County Council – information had been sent for a meeting next Tuesday with the Co-ordinator for Quiet Lanes Suffolk. £4,700 per lane makes it restrictively too expensive. Essex have a Protected Lanes Policy. Keep on the agenda

16. **Neighbourhood Plan -Update –** Cllr Moxey reported that letters had now been sent to all the consultants that are getting grant money, in terms of technical assistance packages. The Housing Allocation Report will be out in 3-4 weeks time, the Design Code Report in 4-6 weeks and Alison Farmer's in 6-8 weeks. Church Road Development was discussed and Ms Farmer was asked to write a response on the rather inadequate landscaping assessment done by the developer in time for 17 July Planning Meeting. It could cost £200 and Cllr Moxey asked the

PC to loan that amount. Councillors agreed that as it was commenting on behalf of the Parish Council it was proposed that the Parish Council would pay that amount.

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

17. **Slide for the Play Area – Update** – Cllr Feltwell showed Councillors picture of a wooden structure with a slide – made up of round poles. – keeping it low - matting would have to be purchased – Councillors proposed that we actively seek estimates to make a wooden slide support – Cllr Feltwell will get quotes.

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

18. **Babergh Alliance of Town & Parish Councils -** Three e-mails received in June. Take off agenda.

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

20. **Playing Fields Society – To discuss purchase of a container for storage - Tim** Hamstead to obtain quotes for a 20’ container to be situated on the playing field for storage. Fireworks to pay one third, Fun Day one third and the Parish Council one third. It was proposed that a 20’ container be purchased – cost price pending.

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

It was proposed that the PC meeting be closed and a Playing Field Society Meeting be convened

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

Playing Field Society Meeting: It was proposed that the Playing Field Society make a contribution towards the purchase of a container around £1,200 plus shipping (£200) to store equipment on the Playing Field.

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

Playing Field Society meeting closed - Parish Council Meeting reconvened.

<b>Action:</b> Quotes to be sent to Cllrs on receipt.
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21. **To receive Correspondence** – The Clerk drew Councillors’ attention to the following : : 3 e-mails BAPTC re marketing sub group and meeting 1 July – e-mails BDC re Funding enquiry forms for SID and Slide – 2 e-mails from resident re School bus changes\* I wanted to express my thanks for the support that everyone showed me on the bus campaign for the children going up to high school. My status has changed to eligible and I have applied for the bus pass. Now waiting for them to be delivered before September. E-mail BDC re Publication of Joint Local Plan & consultation with NHP groups. 2 e-mails from Community Action Suffolk re Parish Council Insurance – CAS have developed a brand new unique policy – Parish Protect - to meet the changing needs of the modern Parish Council. Further details will be sent at renewal e-mail from resident re Hedgerows along Capel Road mainly opposite The Link and secondly the hedge on 2 Grove Road, a property, empty for some two years and is now sold. Also, the 30 mile an hour sign hear The Old Stables on Grove Road is almost completely hidden by the hedge. Cllr Wheals asked that a notice be put in the Bugle re hedges.

Action: Notice re hedges in Bentley Bugle
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22. **Exchange of information by Councillors and matters for consideration at future Meetings** – Cllr Cross told Councillors to be aware that Pot smoking had been reported on the Village Playing Field. Cllr Wheals - concerned about flooding in Church Road. Cllr Munday - concerned about the withdrawal of the subsidy for the 94A bus which leaves Bentley at 7.45 – it’s the only bus to get to Ipswich by 8.15 and will affect commuters and college students. - Agenda item.

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

101384	SALC	Cllr Briefing	£55.20
101385	Bentley Village Hall	Hall Hire April/May/June	£60.00
101386	P Baldwin	Grass cut, strim, etc	£120.00
101387	HMRC	Clerk's Tax	£10.00
101383	Mrs J Scott	Salary June	£505.70
		Plus back payment	34.24
		Minus tax	<u>10.00</u>
			£529.94
		Plus Expenses	<u>£ 52.04</u>
			£581.98

It was proposed that these be paid en bloc.

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

- 24. To confirm date of next scheduled meeting**—Parish Council Meeting Thursday 5 September 2019. Preceded by a Playing Field Society Meeting.

There being no further business the meeting closed at 9.21 pm.

CHAIRMAN:

DATE:

DRAFT