

BENTLEY PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT BENTLEY VILLAGE HALL ON THURSDAY 7 FEBRUARY 2019 AT 7.30 PM

Present

Cllr M Bamford - Chairman Mrs J Scott – Clerk Cllr B Feltwell Cllr K Spicer
Cllr P Cross Cllr N Moxey Cllr J Wheals

Also in attendance County Councillor Gordon Jones, District Councillor John Hinton, Tree Warden and Footpath Warden - 7 members of the public

Cllr Bamford welcomed everyone to the meeting and informed the public that Planning Application DC/19/00291 would be the subject of an Extra Ordinary Meeting to be held on 18 February and anyone wishing to record the meeting should notify the Clerk. The Clerk received no notification of anyone planning to film or record this meeting.

1. **To record apologies for absence:** Cllr A Graffham and Cllr K Hutchings.
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 Parish Council Meeting held on Thursday 3 January 2019 –**
The minutes were approved as a true record and duly signed.

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

5. **Matters Arising from the minutes: Page 944 item 8** – Signed Precept Form has been sent to Babergh **item 9** Suffolk Highways have been contacted regarding signage at Grove Road - **Item 10** CAB, SARS and Headway have been informed of their grants. – **Item 11** – Notice was sent to Bugle re cleaning signs - **Page 945 item 14** a letter was sent to Village Hall Management Committee – they were also informed about the person who backed into the fence at The Case – looking for the hall. Rest covered by agenda items

Public Session

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. He reported on Council Budget - Council Tax up 2.99% - an additional 1% for adult care – still got to make savings of about £10 million – children’s services nationally are under pressure with a £1million overspend due to increased responsibilities and Suffolk Highways celebrating road repair success following a £300K investment in Nu-phalt Thermal Patching Technology.

District Councillor John Hinton – read to a written report **Appendix 2** in the minute book and on the Parish Council website. He reported that the Draft Local Plan will be out after the Local Elections in May, the Customer Access Strategy, disappointing news on the East Bergholt JR, replacement sign at the Four Sisters Southbound, Parking Strategy, Planning and the final version of the Budget which is now up for consideration. He was concerned about the overall level of debt and would prefer a more cautious approach until the wider world is in a more predictable state. He ended his report by telling the meeting that Winter is not yet over so to take care and keep an eye on neighbours.

Tree Warden: Was not at the January meeting when the decision was taken not to have a Village Hall sign – he was told it was a considered decision following Councillor Graffham’s detailed report. Cllr Graffham will be asked to send him a hard copy of the report.

6. **Planning Applications**

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

DC/18/05149 Application for Reserved Matters Rowan Acres, Capel Road Reserved matters have been approved

DC/18/05527 11 The Link – Larger household extension Prior approval has been Refused

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

DC/19/00291 Land West of Church Road To be discussed at an Extra Ordinary Meeting to be held on 18 February.

Time will be limited for individual speakers – public has an opportunity to speak – it will then be considered by the Parish Council

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

– **Tree Warden** – Reported on the eight-toothed spruce bark beetle, also known as the engraver beetle (*Ips typographus*) found in Kent in November 2018. A serious pest that kills spruce trees and is thought to have been brought into the country with imported plant material. Report any sighting to him or direct to the Forestry Commission. Government legislation is being introduced to restrict movement of all susceptible material, including spruce trees and wood with bark, within 50 km of outbreak sites. There are a number of dead tree branches hanging dangerously from trees along the west side of Bergholt Road, south of Woodfield. These will be reported to the District Tree Officer, David Pizzey. **Capel Library** - AGM was held on 26 January. Committee Members/Trustees were re-elected en bloc. Meeting held on 5 February. Next Community Cinema film *Adrift* will be shown on 19 February at 7.30. Tickets £4 members non- members £4.50. A build a bird box event for children will be held on the morning of 20 February. Part time librarian Jenny Hickley will be retiring on 29 March. **Bentley Barn** - No further news. **Footpath Warden** – Regrets that he has to be relieved of his duties on health grounds with immediate effect. Footpath Society walk is coming up on 10 February at 1.30 meet at the Village Hall. The Chairman proposed a vote of thanks for Allan Cribb - his hard work over the years has been greatly appreciated. Mr Cribb will remain a key holder for the Playing Field and the Tree Warden and he will review the equipment – Agenda item at the next meeting.

Action: Agenda item To appoint a Footpath Warden

8. **To approve Accounts – April-December 2018 -** - Deferred to March meeting.

9. **To instruct SALC to audit End of Year Accounts 2018/19 -** It was proposed that the Clerk contact SALC to arrange an internal audit of the 2018/19 Accounts in April/May.

Proposed Cllr B Feltwell Seconded Cllr N Moxey All in favour CU

Action: Clerk to contact SALC re internal audit

10. **To discuss and agree Parish Infrastructure Investment Plan (PIIP) – (Document circulated)** Cllr Bamford told the meeting that priorities identified by residents in the Neighbourhood Plan questionnaires (38% response) coincided with what the Parish Council thought. The template had been completed - this is an official published document which will

be sent to Babergh listing items we wish to use CIL monies for and has to be reviewed on a yearly basis. After discussing the list of items, it was proposed that it be accepted as a living document that will be revised when any new information comes to light. This will be an annex to the Neighbourhood Plan and will be sent off to Babergh and published on the website. How we actually claim monies within the framework needs to be discussed.

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

11. **To the provision of Grit Bins** - E-mail from SCC - Review of grit heaps - highlighted some significant concerns about the effectiveness of grit heaps. They can damage the environment due to the leaching of salt into the highway verges and the underlying groundwater and watercourses – it also reduces the effectiveness of the remaining materials – therefore the provision of grit heaps can no longer be supported and will not be provided any more by Suffolk Highways. – The applicant commits to the purchase & installation of the grit bin to an agreed specification – and confirms that it has consulted with the owners of all neighbouring properties within the vicinity of the proposed location (outside and opposite) & obtained their agreement to a grit bin being placed there so that there are no objections to the proposed location – evidence needs to be obtained of all such property owners agreement (as the grit bin will not be provided if those property owners cannot agree a position, irrespective of whether all other criteria are met or not) Cost - £150- £450 depending on type and it must be funded by the Parish Council. This will be an agenda item at the March meeting.

Action: Grit Bins Agenda item

12. **Signage – Grove Road, - Update – Sign Cleaning – Update** -The Clerk had contacted Suffolk Highways re lorries getting stuck in Grove Road and it was proposed that Suffolk Highways be invited to attend a site visit.

Proposed Cllr M Bamford Seconded Cllr J Wheals All in favour CU

Sign Cleaning – There had been one volunteer the Clerk will inform him to meet Cllrs Moxey, Spicer and Bamford in the car park at 2pm on 23 February with squeeze bottle filled with diluted Flash. Cllr Wheals has 8 high viz jackets.

Action: Clerk to inform volunteer - Highways to be invited to a site meeting

13. **To agree format of Annual Parish Meeting** – The Clerk mentioned that last year some residents asked for the meeting to be changed – it was agreed that if they have specific ideas on how to change for the present we keep it as it is – Clerk to remind Clubs to keep their reports short.

Proposed Cllr M Bamford Seconded Cllr J Wheals All in favour CU

14. **Traffic Calming – To consider SID location/purchase** – Information on the device they have just installed was sent by Brantham Clerk and circulated to Councillors – cost for one device in the region of £3K The purchase of two devices was proposed and SCC to be contacted to install three or four poles. Clerk to contact Speedwatch Co-ordinator to have a specific proposal for specific locations at the March meeting.

Proposed Cllr M Bamford Seconded Cllr J Wheals All in favour CU

Action: Contact Speedwatch Co-ordinator re pole locations – Agenda item

15. **Neighbourhood Plan -Update** – Cllr Moxey's reported that the Neighbourhood Plan is on schedule. They have got the top lady in the country doing the Landscape Assessment. Housing Needs Survey is being updated – traffic numbers obtained from Speedwatch They are having the first of three meetings on grant money with Planning Consultants and intend holding a

village meeting towards the end of March. Things are still on schedule to go to first consultation in September. £1½K grant money has been received.

16. **To discuss quote for Notice Board Refurbishment -** The carved sign for the notice board has been commissioned. A quote was obtained for a clean – good sanding over then stained - cost around £300-£350. Councillors had agreed at an earlier meeting to leave the oak to weather rather than staining – most of the varnish has worn off. Mr Cribb offered to sand it down.
17. **Frame for slide for the Play Area** – This was discussed at the Playing Field Society meeting - due to a change in British Standard BS EN1176 which has just come into operation and which we will have to comply with. It was thought we should consider buying a new one and three quotes are to be obtained from suppliers

Action: Three quotes to be obtained
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18. **Babergh Alliance of Town & Parish Councils -** Two e-mails received in January re Meeting 14 January hoping to agree the constitution, then February's meeting can be the AGM with election of officers. The revised constitution was issued prior to December's meeting.
19. **Affordable Housing – Report on progress – Update** – Hastoe apologised for not providing an update they are still negotiating a couple of items on the Heads of Terms. As soon as they are finalised, they will let us know.
20. **Playing Fields Society – Update -** Councillors were given details of the Bentley Family Fun Day and Fireworks Accounts – the frame for the slide was discussed but as previously mentioned due to change in British Standard BS EN1176 three quotes are now being sought Date of next meeting 4 April.
21. **To receive Correspondence** – The Clerk drew Councillors' attention to the following E-mails from Bentley outdoor Bowls – a formal letter will be sent to Council on receipt of cheque, CAB Ipswich, Headway and SARS– thanks for donation, e-mail Tim Passmore – survey would you be prepared to pay an extra £2 per week for policing, Bentley Tree Warden apologies and report, Brantham Clerk, information on SID, Suffolk CC – Suffolk Minerals & Waste Local Plan Notice of submission, Suffolk Highways – re Grove Road, Babergh - Election Nominations –(receipt of nominations on a parish by parish basis during the window of 12th March to 3rd April.) Paperless billing article and Spring Litter Pick 2019, St Mary's Church – 3 e-mails re List B application for felling 4 trees in churchyard, SALC e-mail School travel policy changes, Free design workshop (application completed for Cllr Moxey and Free digital Mapping for Town & Parish Councils – Cllr Moxey is booked on e-mail from Resident – re drugs and e-mail re Emergency Inspections A12 Junction 32 Northbound closure
22. **Exchange of information by Councillors and matters for consideration at future Meetings** – **Two Residents;** Informed Councillors of drug dealers in the village – there was a drugs raid last Tuesday. Cars are visiting a particular house and the Baptist Church car park. Residents had reported this to the Police and Babergh District Council but asked for Parish Council support. They were told that as a Parish Council we can only note that this has been raised – they were advised to keep collecting evidence and bring it up at the next Parish Liaison Meeting. Clerk will write to Babergh Housing. **Cllr Spicer:** Asked if CIL money could be used to renovate unused tennis courts at a private residence – she was told that Capel tennis courts are under used.
23. **To Authorise Payments** - The following payments were authorised

101354	Vertas	Grounds maintenance Jan-Mar	£75.77
101355	HMRC	Clerk's Tax	£ 0.40p

101356 Mrs J Scott	Salary January	£488.5	
	Minus tax	8	£996.43
	Plus Expenses	£0.40	
	Plus Room Allowance	£488.1	
		8	
		£	
		59.25	
		<u>£450.0</u>	
		0	
		£996.4	
		3	

It was proposed that these be paid en bloc.

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

24. **To confirm date of next scheduled meeting -** Extra Ordinary Meeting 18 February 7.30.
Parish Council Meeting 7.30 Thursday 7 March 2019

There being no further business the meeting closed at 9.10 pm.

CHAIRMAN:

DATE:

DRAFT