

BENTLEY PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON AT BENTLEY VILLAGE HALL ON -THURSDAY 7 JULY 2022 AT 7.30 PM

Present

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

Also, in attendance -, District Councillor D Busby, Tree Warden & Footpath Warden – 1 member of the public

The Chairman 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:** Cllr M Bamford, County Councillor Georgia Hall & Speedwatch Co-ordinator.
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 Council Meeting held on Monday 27 June 2022**
- The minutes were approved as a true record and were duly signed.

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

5. **Matters arising from the Minutes - Page 1122 item 4** – The landowner has been sent a copy of the TPO order which covers 39 oaks along Bergholt Road - **item 5** The approved accounts were sent off to Littlejohn on the evening of the 27 June. **Item 6** – Babergh has been sent the response. Rest covered by agenda items

Public Session

District Councillor D Busby – No written report this month. He summarised the papers of the Cabinet Meeting – Financial – underspend of £1.4 million – inflation is high – 2.3% increase so half a million will go into inflation reserve – 15% under budget on staff its replaced – it is very difficult to replace qualified staff and roles are not filled quickly. Planning applications were up but the number of appeals was lower. There have been more grants. It is hoped to see more progress in the next 12 months with cash set aside for leisure centre refurbishment etc. There is a lot of work to do on housing, climate change and energy efficiency. He was asked about the enforcement at Hazel Shrub – he will investigate – he will also investigate caravan at Highfield.

County Councillor G Hall -. had sent her written report which had been circulated to Councillors – **APPENDIX 1** in the minute book and on the website.

6. **Planning Applications –**

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

DC/22/02041 Bentley Hall, Bentley Hall Road **Consent has been granted**

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

DC/22/03304 Caravan at Linkfield, Hazel Installation of a septic tank and soakaway field Shrub

Councillors queried the fact that there does not appear to have been a Planning application for this caravan which is situated outside the built up area of the village. They felt they could not comment

until this question had been answered. An extension on this application is to be requested so it can be discussed at the September meeting.

Proposed Cllr N Moxey Seconded Cllr C Perry All in favour CU

7. **Report by Exception – Tree Warden/Footpath Warden/Capel Library/ Bentley Long Barn /Footpath Warden & Speedwatch - Tree Warden** – read to a written report **Appendix 2** in the minute book and on the website - he told the meeting that the June drought (only 1.5 inches of rain for the whole month) has brought about the demise of several trees. One Dutch Elm resistant elm tree on the Playing Field (two out of the six planted have survived and are still healthy. Two fruit trees at Bentley Community Orchard have succumbed to the drought – a Greengage & a Peach – The Dutch Elm resistant elms planted at St Mary’s Church & Bentley Primary School are alive and healthy. A Bentley resident has asked him to visit in order to identify & measure the trees in the garden. - **Friends of Capel Library** – Two films were mentioned Belfast to be shown on July 19 and Operation Mincemeat August 16. **Bentley Barn** – I have received a Statutory Notice reminder from Companies House (as will have all the Trustees of the Bentley Barn Charitable Trust) re Overdue Accounts. - **Footpath Warden** – One finger post for Holly Wood. Three finger posts – Highways. Cllr Wheals told the meeting that Bentley Footpath Society were informed by Santander that they were closing their account – The Footpath Society is to be re-activated. **Speedwatch** – In the absence of the Speedwatch Co-Ordinator the Clerk read out his report - Because I am away only five sessions have been held since the last meeting.3 at the Village Hall,1 on Capel Road and 1 at the War Memorial which was a nil return.20 vehicles have been reported, 13 at the Village Hall 7 on Capel Road. The highest recorded speed was 44 mph on Capel Road. - **Community Fibre Broadband** - Peter reported that Fibre Broadband via Open Reach was a non-starter – only 36 people had come forward and two of them were from Capel – this is less than 8% in the village and we would not qualify for the grant – we need at least 50%. He still has the Portal but felt that we should write to the people who showed interest and bring it to a conclusion. Peter was thanked for all the hard work he had put into this project – he said nobody was more disappointed than him. – There was an agreement between Open Reach and County Broadband that they could use Open Reach infrastructure.
8. **To discuss recent vandalism of the bus shelter & Play Area Bench** – Cllr Munday informed the meeting that the details of this offence have given to the Police and recorded under Crime Reference but despite being given information on the culprits the case has been reviewed and closed unless anymore evidence becomes available and then this decision may be reconsidered. Two yellow plastic knobs on the end of the foot rests of the Springy Prancer in the Play Area were removed and thrown at passing cars – Clerk to contact Action Play & Leisure for replacements. Resident suggested that the PC - with help of the pub when it is open - enforces the Conditions of Use...i.e nobody in there after 8.00pm and, most certainly, nobody in there unsupervised. District Councillor Busby advised the meeting to report any crime online. Bentley now have a Whatsapp Group – Bentley Watch Group – which reports any suspicious vans in driveways etc.

Action: Contact Action Play & Leisure for replacement plastic knobs
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9. **To discuss Annual Playground Inspection - Councillors** had been issued with a copy of the Inspection report. The necessary changes on Pages 16, 17, 19, 24, 28, & 29 (Low risk) are to be actioned and it was proposed that the report be accepted.

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

10. **To agree payment for the additional Gym Equipment Inspection** – The cost - £330 was for an additional visit to inspect the newly installed gym equipment and the Playing Field – next year he will inspect all three together. It was proposed that this cost be accepted.

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

The Inspector did find some problems with the installation that need to be discussed. The main problem was that the safety matting was inadequate (Page 14) - Action Play and Leisure were e-mailed with the matting requirements that the Inspector had mentioned on a visit before the

installation was complete and they were given to the contractors when they were finishing the installation. The signs also needed to be changed to remove the age restriction (Page 11) as this doesn't conform to the current standard. It was therefore proposed that a copy of David Bracey's report be sent to Action Play and Leisure and once these issues have been resolved the cheque will be released.

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

Action: Send copy of report to Action Play & Leisure – hold onto cheque until issues are resolved
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11. **To discuss Opening of the Outdoor Gym – Opening Ceremony – Additional Signage etc -** Deferred until Action Play & Leisure have put things right.

12. **To discuss SALC Internal Audit Report -** - Item that needs to be addressed - Page 20 - Does the Council have official e-mail addresses for correspondence --Recommendation Council should consider using a secure e-mail system with a gov.uk address which is owned by the parish Council (Section 5.16 of the Practitioners Guide to Proper Practices March 2021 rather than relying on the use of personal e-mail addresses that can change regularly. This reduces the risk of correspondence going astray or being delayed. It was proposed that this recommendation be investigated and the report accepted.

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

13. **To agree Payment £11,712.00 to Action Play & Leisure for Outdoor Gym Equipment -** It was proposed that the cheque be sent once issues with the gym equipment had been addressed-see item 10 above. Once the cheque has been sent the invoice and a copy of the cheque will be sent to Babergh.

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

Action: Send copy of invoice and cheque to Babergh

14. **To discuss formalising Case Lane entrance to Parish Field** – The meeting was told that vehicles should be able to get into the Parish field via the gate in Case Lane - bin lorries have also been unable to access due to parking problems. The Clerk has asked Babergh to let her know when the bin lorries need to access so the householder can be asked to keep the lane clear. We have been informed that Case Lane is privately owned and the landowner has given permission for the householder to park. The situation will continue to be monitored and the ownership of Case Lane will be investigated.

15. **Renewal of Play Area Lease – Update** – Nothing to report.

16. **Improvements to War Memorial –Litter Bin & Bench replacement & to discuss Report re Tree -** Cllr Munday informed the meeting that AlisonK-Arboriculture had been contacted regarding the condition of the sweet chestnut tree – the report concluded that although the tree is elderly with several decay features and not much over a third of live bark at the base there was no visible major health and safety issues and following the removal of the ivy the tree is responding well with new growth appearing on exposed branches. Tree surgery is not recommended at this time but an annual tree inspection is recommended to check for safety issues and help ensure the tree remain in good health. The Tree Warden suggested that a small group of Councillors meet with him to discuss how we go about ensuring the health of the tree. It was proposed that the fee of £180 for the report be accepted.

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

Other things that need to be discussed about improving the War Memorial in general - the litter bin needs replacing – Clerk will obtain quotes for September meeting – Agenda item – also replacing the bench.

Action: Quotes required for replacing litter bin

17. **Reprinting Six Country Walks from the Case is Altered - Update** – Footpath Warden has now done the first walk. Cllr Spicer said she would get the disc from Cllr Feltwell – Cllr Moxey seemed to think it was online. Printing of the maps was discussed – these can be done via Parish Online. Canon will be happy to print it.
18. **Traffic Calming – New Pole & Solar SID/ANPR -Update** – The solar SID pole has been ordered (£570) – an order for the Solar powered SID is to be sent to ElanCity. Cllr Schumacher told the meeting the SID battery is flat – its time it was moved to the Village Hall – he will liaise with the Speedwatch Co-ordinator - he will work out cost of charging the battery at the end of August.

Cllr Schumacher left the meeting - 9.30 pm

19. **Playing Field Society – Tudor Re-enactment – Update** Cllr Moxey told the meeting she is starting to authorise expenditure - £400 for loos and tables & chairs – Tudor bunch are happy to get the revenue from what they bring in. We take gate and sales – Date 3 & 4 September. She needs to get raffle prizes, volunteers – Tudor dress is not required!! She was told to contact Palmer & Palmer re advertising signs.
20. **Neighbourhood Plan –Update** - Cllr Moxey reported that our letter we agreed at the Extra Ordinary Meeting went back to the Inspector who has responded - she believes that a consultation is necessary – she suggests a two week consultation which will start as soon as possible and will only include the removal of BEN1-4. We need to put in our letter as our formal response to the consultation. Once the consultation is finished the next step is for the Inspector to produce any fact-finding questions she needs answered, then her final report. Assuming that report says that we have met the required conditions, we can move to a Referendum, following another 6 weeks' consultation on the final Plan.
21. **To receive Correspondence** – The Clerk drew Councillors' attention to the following E-mails from 2 x e-mails David Bracey re Play Area Inspection and Gym equipment inspection, 3 x e-mail resident re Bridle Path – Link Lane over Oakwood House – Cllrs felt they could not get involved in this. 2 x resident re info signs – 3 e-mails + letter of thanks from MAGPAS, SARS, EACH & Citizens Advice – for donations – East Anglia Green – Consultation is now closed – e-mails from Maritime re some free football in Bentley – Cllrs have e-mailed their support – Clerk to inform Maritime – e-mail from Head of Primary School re cutting School field – Letter style report from AlisonK re tree at War Memorial – 1 from Chairman our report to Suffolk Police – Vandalism in Bentley- Automatic reply received from PKF Littlejohn – re accounts & 2 x e-mails from resident re vandalism – Footpath Warden – revised invoice for gym equipment.

Action; Inform Maritime

22. **Exchange of information by Councillors and matters for consideration at future Meetings** – Cllr Moxey – The Church have included a wild flower area in the closed churchyard and suggests that the school might like to use the area.
23. **To Authorise Payments** - The following payments were authorised

101598	Play Safety Inspections	Annual Play Area & Gym	£120.00	£450.00
		Equipment Inspections	£330.00	
101599	SALC	Annual Internal Audit Fee		£298.80
157600	Peter Baldwin	Cut grass Closed Churchyard		£150.00
101601	Cllr M Munday	Software – Bentley Bugle		£19.97
101602	AlisonK-Arbiculture	Tree – War Memorial		£180.00
101603	Tim Hamstead	Costs incurred re plinth		£51.92
101604	Action Play & Leisure	Outdoor Gym Equipment		£11,712.00
101605	HMRC	Clerk's tax		£33.00
101606	Mrs J Scott	Clerks Salary - June	£529.10	
		Minus tax	£33.00	£562.09
			£496.10	
		Plus, Expenses	£65.99	
			<u>£562.09</u>	

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** –. Parish Council Meeting Thursday 1 September 2022 at 7.30 pm. Preceded by a Playing Field Society Meeting.

There being no further business the meeting closed at 9.50 pm.

CHAIRMAN:

DATE: