

BENTLEY PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON AT BENTLEY VILLAGE HALL ON -THURSDAY 2 FEBRUARY 2023 AT 7.30 PM

Present

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

Also, in attendance - Tree Warden, Footpath Warden, Speedwatch Co-ordinator & 3 members 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 D Schumacher, County Councillor Georgia Hall & District Councillor D Busby
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 5 January 2023** - The minutes were approved as a true record and were duly signed.

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

5. **Matters arising from the Minutes - Page 1153 item 8** – Groups were advised donations are in the Budget – letters of thanks have been received - **Page 1154 item 10** Precept form has been sent to Babergh who have confirmed receipt - **item14** Despite all efforts the Oak Tree at Hazel Shrub was unfortunately cut down and the stump removed. **Page 1155 item 15** -Cheque to be passed for payment tonight re projector – Rest covered by Agenda items

Public Session

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

District Councillor D Busby- Town & Parish Briefing received from BDC - **APPENDIX 2** in the Minute book – Cllr Munday has put a link on the website to this document.

Cllr Wheals: Resident was concerned about liability of water which appears to be coming from land onto the highway at Station Road – The Clerk & the resident had reported this to SCC who have visited & assessed the drainage issue – due to the nature of the problem routine maintenance will not fix the issue more complex work is required – it has therefore been passed to the specialist drainage team for them to assess – they cannot tell how long it will take before the issue is fixed as they have limited funding & resources to deal with drainage problems and have several years' worth of drainage works and flooding sites already added to their future works programme.. This will be an agenda item at the March meeting – PC to send a letter as there is concern it will cause an accident – especially if it freezes.

Resident: Tarmac raised on pavement between 34-35 Silver Leys – this has been reported to SCC before – who deemed no action should be taken. – Clerk will report again.

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| Action: Agenda item – March Meeting - Flooding Station Road – also letter to resident SCC Reporting Tool - Pavement Silver Leys |
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6. **Planning Applications –**

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

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| DC/22/05905 | 1 & 2 Nursery Cottages, Capel Road | Permission has been granted |
| DC/22/06176 | Maltings House, Church Road | Consent has been granted |

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

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| DC/23/00329. | 3 West Mill Green | Erection of single storey rear extension & single storey front extension. Insertion of velux roof windows to be fitted in new and existing roof |
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Councillors were unable to comment because there were no documents for this application on the website – the Clerk to inform Babergh Planning and ask for an extension.

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| DC/23/00370 | 18 Highfields | Erection of single storey rear extension (following demolition of existing sunrooms) |
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RECOMMEND APPROVAL

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| Proposed Cllr K Spicer | Seconded Cllr J Wheals | All in favour | CU |
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| DC/23/00486 | Oak Lodge, Bergholt Road | Conversion & extension of existing garage to form residential annex, to remain tied to the use of the host dwelling & associated works |
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RECOMMEND APPROVAL – Councillors supported this with the conditions – as stated.

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| Proposed Cllr N Moxey | Seconded Cllr M Munday | All in favour | CU |
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- c) **SCC/0105/22B - Brockley Wood application** – Zoom meeting with Copdock & Washbrook Parish Council took place Thursday 26 January – they wanted to be part of our joint objection against this application and it was proposed that we meet up in February to discuss actions along with Belstead who are now becoming more involved with this application. A letter has been sent to the Chief Planner about how the planning application was conducted, we were not happy with documents becoming available half way through etc. They are having another consultation period as more documents are coming online and because of the number of objections received the application is going to be heard by SCC Development and Regulation Committee so the objections are obviously having an impact. We will contact and keep everybody updated via the P C website.

7. **Report by Exception – Tree Warden/Footpath Warden/Capel Library/ Bentley Long Barn /Footpath Warden & Speedwatch - Tree Warden**– sent in a written report which has been circulated to Councillors – **APPENDIX 3** in the minute book and on the website. He reported on hedgerow flailing damage on the verge alongside Dodnash Wood - rare Wild Service trees may have been damaged – TW investigate. Delay in planting the 2021 & 2022 Woodland Trust saplings because of recent hard frosts.–. **Friends of Capel Library** – AGM held on 28 January all Trustees were present with a good public attendance C Hawes to step down in June after 10 years service – a new Trustee has already stepped forward to take his place. Library Manager thanked Bentley PC & Capel PC for their financial support. Next meeting 8 February. **Bentley Barn** – Cllr Bamford to contact County Cllr Busby-. **Footpath Warden** – Nothing to report – he was told a number of finger posts needed replacing these were reported to SCC via the reporting tool – and removed - they have been re-submitted. **Speedwatch** – There have been four sessions held since the last meeting. Two at the War Memorial, when five vehicles were reported. One at the Village Hall when two vehicles were reported. One on Capel Road when nine vehicles were reported. The highest recorded speed was 42 mph. These numbers would be doubled, if not more, if all vehicles breaking the law, i.e., over 30 mph, were to be reported. The need for ANPR cameras and just importantly their enforcement has never been greater. So when are they happening? the police carried out their own session last Friday near the War Memorial,

although no feedback has been received. No feedback has been received re ANPR in the village in November – Chase SCC.

Resident: Asked about speed strips along Capel Road.

8. **To discuss purchase of a Visual Village Diary -** Cllr Spicer told the meeting she had received limited response so was not sure whether this would go ahead.

9. **To appoint Responsible Financial Officer -** Councillors proposed that the Clerk be appointed the Responsible Financial Officer.

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

10. **To instruct Julie Lawes to audit End of Year Account 2022/23 -** It was proposed that the Clerk contact Julie arrange an Internal Audit of the 2022/23 Accounts.

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

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| Action: Instruct J Lawes to carry out Bentley PC Internal Audit |
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11. **To approve Nine Month Accounts April - December 2022 –** Clerk/RFO reported that the Accounts Working Party had met via a Zoom meeting and Councillors had been issued with a copy of the 9 Month Receipts and Payments 2022/23 - Receipts for the 9 months for year 2022/23 amount to £47,324.05 this figure includes precept £14,500, VAT repayment £2,738.86, interest (£13.48), S106 money £1, 159.59 & CIL monies £25,334.11, Tudor Fair £933.32 & Fireworks £2644.69. Total payments over the 9 months included general admin £6,913.09 which includes Clerks salary/expenses etc, grants under the power of S137 £650 &, S19, S138B & S142, £500 – grass cutting/leaf clearance –closed churchyard £1,220 – Gym equip £9,760-unplanned expenditure £550 Ivy removal Tree at War Memorial, Printing Recipe Book £270 & £166.40 Bugle software, Tudor Fair £560, Fireworks £959.17 and £50 for wreath for Queen at War Memorial otherwise payments are within budget. There were five uncleared cheques amounting to £993.32. Current Account Balance at 29 December 2022- £19,326.83 – Family Fun Day Tracker Account £7,045.83 which includes Tudor Fair & firework accounts and Parish Council Tracker account £9,708.62.

Proposed Cllr B Feltwell Seconded Cllr M Munday All in favour CU

12. **Play Area/Gym Equipment – Annual Playground Inspection -** It was proposed that David Bracey Play Safety Inspections be instructed to undertake the annual inspection of the Play Area, Gym equipment and the field.

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

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| Action: Instruct D Bracey to carry out Inspections |
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13. **Payment for tree felling for the Copse -** It was agreed 13 & 14 should be discussed together.

14. **To authorise a small working party to examine possibilities for PC to lease School Field & copse at minimum cost to enable community use in future-** The meeting was told that Cllrs Munday & Feltwell had a very successful meeting with the School and Suffolk County Council regarding the way forward with the School Playing Field. The School don't use it enough and the School and SCC would be happy if the Parish Council were to lease it from them on a long lease (25 years) at a peppercorn rent as long as they maintain it – this lease also includes the copse which is a designated green space in our NHP. This could be used as a wild life area – the dead trees are being taken down in two stages and any payment towards the tree felling would be an incentive for them to agree – There is legal work to be done and agreement needs to be sought from Department of Education. SCC are willing to research it to see if we can take it over and tying it in with the Play Area Lease. A small working party (Cllrs Munday & Feltwell) was proposed and Councillors agreed a payment to the School towards tree felling costs which will be part of the negotiations.

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

15. **To consider funding WIFI at the Village Hall –** Cllr Spicer told the meeting she had attended the Village Hall AGM and the Trustees were not prepared to pay £38 per month for Wi-Fi. After some discussion it was proposed that a letter be sent to the Trustees asking if they would consider sharing the cost with the Parish Council.

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

16. **Parish Biodiversity Action Plans & Ecological Assessments -** Deferred

17. **Renewal of Play Area Lease – Update –** This will be combined with the School Playing Field Lease – see 14 above.

18. **Improvements to War Memorial – Update** - The Clerk told the meeting that the litter bin and fixing posts have now been received and Mortimer Contracts have been advised. David Ogilvie had been contacted – the bench is now being galvanised and will be about 5-6 weeks. Cllr Wheals told the meeting about a suggestion from a resident from a small group who were interested in maintaining the War Memorial site - he will liaise -they just require support & recognition. Clerk will contact Mortimer Contracts re plinth for Silver Leys bench.

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| Action: Contact Mortimer Contract re plinth |
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19. **To discuss Parish Infrastructure Investment Plan (PIIP) – Utilization of CIL Monies -** This document was put together for the Neighbourhood Plan and now needs renewing – there is going to be a big pot of money coming in from building in the Village. Road safety was the priority and we have done as much as we can at the moment with SIDS, Quiet Lanes and Speedwatch. Cllrs, Moxey, Munday & Spicer to review – Cllr Munday will investigate with Babergh re potential CIL and make sure that we get 25% now that the NHP is in place. It was proposed that this be an agenda item at the Annual Parish Meeting to obtain input from residents.

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

20. **To receive Internal Control Document -** The Clerk told the meeting that is had been discussed at the Zoom meeting with the Finance Working Party - Cllr Schumacher was happy to sign this document again this year and it was proposed that it be accepted.

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

21. **Traffic Calming – SID’s/ANPR & Collins Skips -Update** – The letter had not yet been sent – we need to make sure we ask them not to come through the main road and Bentley Hall Road. Still not received any ANPR data – need to chase.

22. **Playing Field Society – To agree Chainsaw Maintenance & Cross Cutting Course (Footpath Warden) -** The cost £300 for Training and £185 for Assessment plus VAT was agreed. The Clerk will send Red Stag Training an Order to confirm.

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

23. **To receive Correspondence** – The Clerk drew Councillors’ attention to the following E-mails. E-mails from resident/SCC/BDC- regarding Oak Tree at Hazel Shrub – unfortunately it could not be saved- 2 from Resident re NHP Declaration of Result, - Thanks received re approved donations from Citizens Advice/Friends of Capel Library/MAGPAS/Headway & EACH – 3 Resident re Flooding Station Road – E-mails from SCC - reply -regarding drainage on Station Road, Bentley reported under reference number **34331** - Sunken Drain by Play Area - is to be sorted - Removal of Vegetation from the Highway - E-mail Copdock PC re Brockley Wood E-mails from Capel P Clerk – re End of Year Audit.

24. **Exchange of information by Councillors and matters for consideration at future Meetings – Cllr Spicer -** Asked if maps could be used from Parish Online for the Six Walks Booklet. – **Cllr Feltwell -** Felt we should place on record with Babergh the blatant disregard of the Parish Council and Tree Warden regarding the felling of the Oak tree at Hazel Shrub. Enforcement

needs to be contacted re land at Hazel Shrub – Agenda item **Cllr Moxey** – re signs warning people of horses – would it get past Highways – no. **Cllr Munday** – Complaints by residents regarding a quad bike – Parish Council to arrange for a Community Policeman to attend. Speedwatch Co-ordinator to investigate. Coronation – Agenda item.

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| Action: Agenda items at March meeting – Land at Hazel Shrub - Coronation |
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25. To Authorise Payments - The following payments were authorised

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| 101649 | Hilo Print & Graphics Ltd | Banner Gravel Pit – to be Ratified | £36.00 |
| 101650 | Peter Baldwin | Second leaf Clear – Closed Churchyard | £170.00 |
| 101651 | Cllr M Munday | Software – Bentley Bugle | £19.97 |
| 101652 | Mrs J Scott | Clerks Salary - January | £529.10 |
| | . | Minus tax | <u>-£0.00</u> |
| | | | £529.10 |
| | | Plus, Expenses | £54.90 |
| | | Plus Room Allowance | <u>£450.00</u> |
| | | | <u>£1,034.00</u> |
| 101653 | D Lingard | Projector | £175.00 |

It was proposed that these be paid en bloc.

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

26. To confirm date of next scheduled meeting – Parish Council Meeting Thursday 2 March 2023 at 7.30 pm. Preceded by Playing Field Society Meeting at 7pm.

There being no further business the meeting closed at 9.23 pm.

CHAIRMAN:

DATE: