

BENTLEY PARISH COUNCIL

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

Present

Cllr M Munday - Chairman Mrs J Scott – Clerk Cllr M Bamford Cllr K Spicer
Cllr N Moxey Cllr J Wheals Cllr D Schumacher

Also, in attendance - Tree Warden, Footpath Warden, District Councillor D Busby & 4 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 B Feltwell, Cllr P Cross, 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 Parish Council Meeting held on Thursday 2 February 2023** – The Clerk had picked up a mistake in the minutes 24-25 Silver Leys on Page 1157 – this had been corrected to read 34-35 and Councillors had been e-mailed explaining the change. The minutes were approved as a true record and were duly signed.

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

5. **Matters arising from the Minutes - Page 1157** Pavement at Silver Leys -reported via SCC Reporting Tool – who again deemed that at this time it does not warrant remedial action – **Page 1158 item 10** Julie Lawes is to undertake Bentley Internal Audit - **item 12** – Play Area/gym equipment/field inspection is to be carried out in April -**Page 1159 item 20** – Cllr Schumacher has signed to Internal Control Document. Rest covered by agenda items

Public Session

County Councillor G Hall - Had 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 and on the website –spoke about Bentley Barn – he had chased again the Heritage Officer who was going to see it and contact the owner in early March she will get in touch with Historic England – if he doesn't hear anything by the end of March he will escalate. He spoke about the Team responsible for giving out grants - £80 million during Covid and £2 million in the last 18 months – Stowmarket Gateway 14 - Freeport - large mainly business park – and an enterprise with Essex University working with Babergh to take businesses forward in the area and allow new ideas and influences so people in this area can get paid better wages. Election – May 4 - soon be going into Purdah – ID proof will be required at the booths – go for a postal vote – details on website.

Resident: - Following SCC response – re pavement Silver Leys via Reporting Tool – he had telephoned SCC and today they have agreed that it does need dealing with and are taking it forward. He also said there are still one or two people who walk the footpath from Church Road to Potash Lane that do not clear up after their dogs despite notices along this path – Notice in the Bentley Bugle.

Resident: Brockley Wood – told the meeting he had met with the Planning Officer and had a discussion – the Planning Officer is coming back again and if given sufficient notice will let Councillors know. The resident had seen badgers in Old Hall Wood and Hazel Dormice – SCC are still encouraging comments to the Planning Committee - suggested a select number of people practice their presentations beforehand – as they will be timed. Should the recommendation be refused or if it is overturned officers are responsible for costs. He read out last paragraph of letter – the application will probably go to Committee in July. Cllr Munday told the meeting that Copdock and Washbrook Parish Council want to join us Capel St Mary have sent in a response recommending refusal but that doesn't seem to be on SCC website. Residents can rest assured we are on the case - and she urged resident to liaise with Councillors over any further meeting providing he gets enough notice. Councillor Bamford has photographs of badger set.

Action: Notice re dog fouling in Bentley Bugle

6. Planning Applications –

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

SCC/0125/22B	Folly Farm, Tattingstone	Permission has been granted
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b) To give comments on any new applications in hand –

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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RECOMMEND APPROVAL

Proposed Cllr N Moxey	Seconded Cllr K Spicer	All in favour	CU
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DC/23/00728	24 West Mill Green	Erection of front porch & single storey rear extension
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RECOMMEND APPROVAL

Proposed Cllr M Munday	Seconded Cllr D Schumacher	All in favour	CU
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DC/23/00503	The Meadow, Land off Bentley Road, Capel St Mary	Change of use of agricultural land to provide secure dog walking exercise area with shelter shed & gated 1.8m perimeter fence utilising existing field access to secure car parking
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Bentley Parish Council has no strong objection to this application.

c) SCC/0105/22B - Brockley Wood application – See Public Session above.

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 Community Orchard – this week he cleared the plant growth at the base of the trees, watered them and added more compost around their base. Woodland Trust trees due to be planted in Bentley that were not planted last year because of inclement weather will be planted next week. STWN Zoom meeting 2 March 6pm - apologies were sent. **Friends of Capel Library** – 2nd March is World Book Day. 4 March – Library celebration – three acoustic bands have been hired to perform in the library – tickets £7. 22nd April – Cakes & Craft sale 9.30 am to 12 noon. **Bentley Barn** – See above – District Councillor Busby's report. **Footpath Warden** – Nothing new to report – the re-submitted reports have now been actioned. He was told about Church Road – tree had fallen on finger post. **Speedwatch** – In the absence of the Speedwatch Co-ordinator the Clerk read out his report - There have been six sessions held since the last meeting. One at the War Memorial when one vehicle was reported, two at the Village Hall when five vehicles were reported and three on Capel Road when thirty eight vehicles were reported. The highest recorded speed was 48 mph .

8. **New Development – Oakleigh – Suggestion for approx. 3 new road names -** Councillors agreed on the name Oakleigh Green to go with the other Greens in Bentley. Clerk to inform Babergh.

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

Action : Inform Babergh of suggested name

9. **Standing Orders – Changes to Procurement Thresholds -** The Clerk had reviewed Standing Orders and Financial Regulations - Procurement Thresholds have been increased from £25 to £30K – It was proposed that increases be accepted. Councillors will be sent copies of relevant pages.

Proposed Cllr MMunday Seconded Cllr J Wheals All in favour CU

Action: Send Councillors updated sheets – also website

10. **To agree format of Annual Parish Meeting -** PPIP is about to be reviewed this year as part of the Neighbourhood Plan – it was agreed to use the Annual Parish Meeting to ask residents how they would like to spend the CIL monies generated from developments spent. It was agreed to keep the format the same as last year. Annual Parish Meeting – Thursday 13 April 2023.

Action: Agenda item – Send out invitations to Clubs

11. **Cyclists – Bentley Water Meadow –** Since being reported by Tree Warden it has happened several times more. Cyclists are using the footpath and are abusive when challenged, Land owners need to be made aware. Clerk to write to C Bacon and Billy Richmond. It was also proposed to put something in the Bentley Bugle pointing out the difference between bridleways and footpaths.

Proposed Cllr M Bamford Seconded Cllr M Munday All in favour CU

Action: E-mail landowners to make aware – notice in Bentley Bugle

12. **To agree cost of removal of vegetation on Quiet Lane re SCC Enforcement Notice -** The Clerk told the meeting that the invoice would not be received until after 23 March but that the cost is £97.50 plus VAT £19.50 – total cost £117. SCC were pleased with the work and it was proposed that this invoice be paid.

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

13. **To discuss flooding issue – Station Road -** This has been reported twice via SCC Reporting Tool – The Clerk has sent the owners a letter but not yet received a reply. A resident has also taken this up with SCC and has received a Stage 1 Corporate Complaint Response - 2565-4185-5228-5220.

14. **To discuss Land at Hazel Shrub -** Following the cutting down of the veteran oak tree at Hazel Shrub there are fears for two other trees. There are a lot of veteran trees in Bentley and the Parish Council have been trying to get them covered by TPO's to make it more difficult for people to just cut them down if they are in the way – District Councillor Busby will take this up with Babergh and will speak directly about Bentley Parish Council's concerns.

15. **To discuss Coronation of King Charles III – 6 May 2023 -** The pub is doing an afternoon lunch event – after some discussion on mugs, coins, seeds etc it was agreed that Cllr Munday would talk to Headteacher – and Clerk will find out prices for mugs etc up to £5 per pupil.

16. **To consider funding WIFI at the Village Hall –** A letter has been sent to Village Hall Trustees offering to pay half the cost for WiFi at the Hall. We await their response.

17. **Parish Biodiversity Action Plans & Ecological Assessments –** Councillors had been sent a copy of the Suffolk Local Biodiversity Action Plan – (May 2012) and Cllr Moxey recommended that this be adopted (with minor changes) as an appendix to our Neighbourhood Plan. Councillors were happy with this recommendation and it was proposed that the Plan be adopted.

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

18. **Renewal of Play Area Lease/School Field & Copse – Update** – Nothing to report.

19. **Improvements to War Memorial – Update** – The Clerk told the meeting that the bench will be ready for delivery – 7 March. Mortimer Contracts had quoted - To remove wooden bench at War Memorial, to supply fixings and fix new metal bench to existing concrete base £120 + VAT To dig out, supply and lay slabs on sand and cement. To supply fixings and fix bench to slabs at Silver Leys £375 + VAT. It was proposed that we accept Mortimer Contracts quotes for installation of metal bench and slabs at Silver Leys. The Clerk will contact Mortimer Contracts re the work.

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

Action: Contact Mortimer Contracts

20. **Parish Infrastructure Investment Plan (PIIP) – Utilization of CIL Monies -** Cllr Moxey reported that the first draft had been sent to Councillors – this lists the things that have been done and adding items such as a Village Gateway under Road Safety, more gym equipment for playground, surfacing etc – allotments and tennis courts. – the work on this document is ongoing – it is hoped to collect more ideas at the Annual Parish Meeting on 13 April

21. **To ratify cost of Banner - £36. -** It was proposed that this sum be ratified.

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

22. **Traffic Calming – To discuss purchase of laptop to service SID’s & Collins Skips - Update** – Cllr Munday told the meeting that a laptop to download SID data was required and after some discussion it was proposed that a laptop costing up to £200 be purchased. A letter had been sent to Collins Skips and we await a reply.

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

23. **Playing Field Society – To agree Chainsaw Maintenance & Cross Cutting Course (Footpath Warden) -** The cost of the Training and Assessment was agreed at the February meeting

24. **To receive Correspondence** – The Clerk drew Councillors’ attention to the following E-mails. Anglian Water – want to attend our 6 April meeting – Confirmation of Annual Play Inspection – April 2023 2x Resident – re Highways Report 386233 – Flooding Station Road 5 x Suffolk County Council – Removal of vegetation from highway & Problem report Silver Leys – 2 x Babergh District Council – Elections – they have been informed that the Clerk will be away on 16 March when the election notice comes out – they are going to send it to Chair. – Spring Litter picks 2023 Agenda item? 1 x Village Hall Trustees - confirmation of PC meeting dates – 1 x Bumblebee Children’s Charity – explaining charity & asking for help 1 x Capel Clerk – Capel response to Brockley Wood application 2 x resident re Casual vacancy E-mail resident – Verge at top of Church Road. E-mail resident re land at Hazel Shrub.

Action: Bumblebee Children’s Charity – Agenda item

25. **Exchange of information by Councillors and matters for consideration at future Meetings – Collins Skips** – extension is going towards Brantham and will affect us if lorries come through the village – we did receive a letter inviting Councillors to see his operation – there will be two gravel activities either end of the Village – Clerk to send Cllr Moxey letter

Action: Send letter from Collins to Cllrs

26. To Authorise Payments - The following payments were authorised

101654	HMRC	Clerks Tax		£33.00
101655	Mrs J Scott	Clerks Salary - February	£529.10	
		Minus tax	<u>-£33.00</u>	
			£496.10	£1,034.00
		Plus, Expenses	<u>£50.23</u>	
			<u>£5456.33</u>	

It was proposed that these be paid en bloc.

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

27. To confirm date of next scheduled meeting –. Parish Council Meeting Thursday 6 April 2023 at 7.30 pm. Preceded by Playing Field Society Meeting at 7pm.

28. To consider the exclusion of the public & press in the public interest for consideration of item 29 - It was proposed that the remaining members of the public be excluded for item 29.

29 - To discuss Clerks salary - It was agreed to accept the NALC proposed National Salary Award increase. Councillors thanked the Clerk for all her hard work over the past year. She has requested a review so the performance appraisal process would need to be investigated. Councillors also wanted to find out whether a review of her current scale point was possible. Cllr Munday to investigate.

There being no further business the meeting closed at 9.20 pm.

CHAIRMAN:

DATE: