

BENTLEY PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON AT BENTLEY VILLAGE HALL ON -THURSDAY 8 JUNE 2023 AT 7.30 PM

Present

Cllr M Munday - Chairman Mrs J Scott – Clerk Cllr B Feltwell Cllr K Spicer
Cllr J Wheals Cllr A Thomas Cllr D Jones

Also, in attendance - Tree Warden, Footpath Warden, Speedwatch Co-ordinator, County, Councillor Georgia Hall, District Councillor D Busby (arrived late), Billy Richmond – CEO Shotley Holdings - 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 M Bamford - Hol, Cllr N Moxey- unwell - Cllr D Schumacher (sent apologies not picked up before the meeting).
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 11 May 2023**
-. The minutes were approved as a true record and were duly signed.

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

5. **Matters arising from the Minutes** -- Declarations of Acceptance of Office Forms had been signed in the presence of the Clerk by Cllrs Moxey and Jones before the meeting - **Page 1174 items 12 & 13** – Letters to Clubs & Organisations had been done – cheques to be passed for payment tonight. Rest covered by agenda items.

Public Session

Chairman welcomed Billy Richmond CEO – Shotley Holdings to the meeting – Mr Richmond told the meeting that the planning application being discussed this evening dates back to the 2016 Suffolk Mineral & Waste Local Plan when the parcel of land concerned was submitted. He had offered a site meeting to Tattingstone Parish Council and was more than happy to do the same for Bentley. He explained the land was an eastern extension to Folly Farm Quarry for the extraction, processing, sale and distribution of sand & gravel & subsequent restoration using inert materials and the Variation of Conditions were to allow the continuance of permitted development- he pointed out the land concerned on the screen. He was told that the main concern of residents was the traffic – Skip lorries were coming through the village – Mr Richmond assured residents that all traffic would use the A137 to enter and exit the site and that this application should not result in any increased traffic.

District Councillor Dave Busby and County Councillor Georgia Hall joined the meeting at 8.05

County Councillor G Hall - Had sent her written report for May which has been circulated to Councillors – **APPENDIX 1** in the minute book and on the website. She highlighted the one-off £2K support for Ukrainian refugees moving to private rented accommodation – the Library Services - additional funding of £720K per year until July 2024 and £10 million new funding to fix residential roads. She was thanked for the help with the pub flooding issue – Cllr Munday will send photographs. Funding has not yet been received County Councillor Hall will chase.

District Councillor D Busby- There was no monthly report District Cllr Busby was congratulated for becoming Leader of Babergh District Council and Cabinet Member for Planning & People & Places for the East – he explained that there are three groups – Green, Independent & Liberal Democrats who agreed at the Annual Council Meeting to form a coalition administration for the next four years. He told the meeting he would have regular meetings with the local MP. He was asked about policies on planning for solar farms – they have to be in the right place. Joint Local Plan is part way through – Part 1 – Call for sites in 12-18 months. Communities will be asked about housing & what they would like.

Cllr Feltwell – told the meeting that Anglian Water have been extremely good. There was an issue with bins which was resolved – very pleased everything they said they would do has been done.

6. Planning Applications –

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

DC/23/01730	Oakwood House, Link Lane	Permission has been granted
DC/23/01378	The Hollies, Grove Road	Permission has been granted

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

DC/23/02125	Land adjacent to Redwoods, Bergholt Road	Construction of new vehicular access (re submission of DC/22/01771)
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RECOMMEND REFUSAL - On the grounds that this application is no different from the previous one submitted – from the removal of the hedgerow within the site of the AONB –suitable visibility splays on a deregulated speed road and nothing has been done regarding the Ecology Report.

Proposed Cllr M Munday	Seconded Cllr K Spicer	All in favour	CU
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SCC/0024/23B	Land at Folly Farm Tattingsstone	An Eastern extension to Folly Farm Quarry for the extraction, processing, sale & distribution of sand & gravel & subsequent restoration using inert materials
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RECOMMEND APPROVAL On condition that all vehicles use the A137 to enter and exit the site

Proposed Cllr M Munday	Seconded Cllr B Feltwell	All in favour	CU
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SCC/0209/17B/VOC	Folly Farm, Tattingsstone	Variation of Condition 2 attached to planning permission reference SCC/0209/17B to allow the continuance of permitted development.
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SCC/0125/22B/VOC	Folly Farm, Tattingsstone	Variation of Conditions 3 & 33 attached to planning permission reference SCC/0125/22B to allow for the continuance of permitted developments
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RECOMMEND APPROVAL for both of these VOC's

Proposed Cllr M Munday	Seconded Cllr A Thomas	All in favour	CU
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RECOMMEND APPROVAL

Proposed Cllr K Spicer Seconded Cllr A Thomas All in favour CU

- c) **SCC/0105/22B - Brockley Wood application** – Looks as if further archaeological work is being undertaken. The Clerk has not received a reply to her e-mail – she will chase.

Action: Clerk to contact Suffolk Planning re Brockley Wood application

7. **Report by Exception – Tree Warden/Footpath Warden/Capel Library/ Bentley Long Barn /Footpath Warden & Speedwatch - Tree Warden**–. Reported that he had been asked to visit a garden along Berholt Road to identify and give the approximate age of the trees present. **Friends of Capel Library** –Nothing to report **Footpath Warden** – Reported a Blackthorn down in Holly Wood was wood chipped by Don Baker Jnr. **Bentley Long Barn** - Nothing to report. **Speedwatch** – 'There have been three sessions since the last meeting. One at the War Memorial which was a nil return and two on Capel Road which resulted in 22 vehicles being reported. The highest recorded speed was 42mph. To date since the advert in the Bugle no one has shown any interest in becoming a volunteer. There are only five volunteers.

8. **To approve Audited End of Year Accounts for Smaller Authorities – 2022/2023**.- The Clerk stated Bentley PC Financial Working party – Cllr Cross & Cllr Schumacher - had a remote meeting to go through the accounts before they taken to the Internal Auditor 15 May 2023. Cllrs had been sent copies of the Accounts which need to be approved and sent to P K Littlejohn before 3 July. The Notice of Public Rights has been completed and was put on the notice boards and website on 4 June 2023.

- i) **To approve the Annual Governance Statement 2022/23 – (Section 1) – Page 4 of the AGAR**. - to be signed by Chairman & Clerk – Minute reference - It was proposed that the Annual Governance Statement 12022/23 be accepted.

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

- ii) **To approve Audited end of year accounts for Smaller Authorities Accounting statements 2022/23 Section 2. – Page 5** - Clerk/RFO reported - **Receipts for the year 2022/23** amounted to **£47,343.79** – this figure includes–precept £14,500, VAT repayment £2,738.86, interest (£33.22), Tudor Fairy deposit £933.32, Firework deposit £2,644.69, CIL money 25,3334.11 received from Babergh of which £5,706.00 was a CIL Grant & £1,159.59 S106 money for the outdoor Gym Equipment. **Total payments over the 12 months - £33,560.79** included general admin £9,349.69 which includes Clerks salary/expenses, insurance and audit fees etc grants under the power of S137 £550.00, S19 £400, S142 £100 (Citizens Advice) & S138B £100 (Royal British Legion)–grass cutting/leaf clearance –closed churchyard £1390- Gym Equipment £9760 – SID/Posts/QL £3,350 – Play Area Inspections~£375 -Dog & Litter bin emptying £359.61- litter bin – War Memorial £332.65 -NHP £100. unplanned expenditure for Ivy removal & report – Tree War Memorial -£730 – Bugle Software £199,68 – Printing of Recipe Book £270- Gravel Pit banner & leaflets £90.00 – Coronation Mugs £236.80 - otherwise payments are within the budget. There was three uncleared cheques £420.16. Current Account total **£15,819.49** – Family Fun Day Tracker Account **£5,874.36** which includes firework accounts - and Parish Council Tracker account **£9720.67**. It was proposed that the audited end of year accounts be accepted.

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

Action: Clerk to send AGAR to P K Littlejohn – before 3 July

9. **To discuss Internal Audit Report -** Councillors had been sent copies of the Internal Audit Report - One Comment to action – Council is required to make amendments to the previously approved document (CIL Expenditure Report) by removing the Babergh CIL Grant of £5,706.00 from the calculation. Amended CIL document to be signed & sent to Babergh also

put on website – It was proposed that the Internal Audit Report be accepted - the amended CIL Expenditure Report was signed and will be sent to Babergh.

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

Action: Send amended CIL Expenditure Report to Babergh – and put on website

10. **Accounts – To appoint Accounts Working Party** – It was proposed that Councillor D Jones join Cllr Schumacher on the Accounts Working Party and for Councillor M Munday to become a signatory on the account in place of P Cross.

Proposed Cllr B Feltwell Seconded Cllr A Thomas All in favour CU

Action: Clerk will contact Barclays Mandate Team to change signatory

11. **New Councillor Training** – Councillor Thomas is booked onto a course in June (cost £60 plus VAT) – Councillor Jones will attend a course on his return from holiday. It was proposed that both new Councillors attend a New Councillor Training Course.

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

12. **To agree Petrol Expenses re Play Area** - It was proposed that a cheque for £100 be raised for the willing volunteer who cuts the play area grass - expenses towards petrol costs and wear and tear of his equipment was last paid in January 2022. A letter of thanks to be sent.

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

Action: Send letter of thanks with cheque

13. **Cyclists – Bentley Water Meadow – Update** – Footpath Warden told the meeting he had put two plaques through the Bluebell Wood – he will put one in East Bergholt. A discussion on how woods can be protected but be accessible will be an Agenda item at the July meeting.

Action: How woods can be protected but be accessible – Agenda item

14. **To discuss flooding issue – Station Road** - The pothole has been filled in but flood is still there – SCC response – they will continue to monitor the location as part of their routine inspections and undertake routine maintenance, however they are unable to provide an exact date of works at this time – if the situation worsens then please tell us.

15. **Protection of Trees in Bentley - Update** - Leave on Agenda - Woodland trees need further discussion at the next meeting.

16. **To discuss quotes for Plastic Post and Dog Bin-** Landowner is quite happy to have a dog bin at the footpath entrance to Dodnash Wood but wants an undertaking from the Parish Council that the dog bin will be regularly emptied. He has been informed that permission has to be sought from Babergh to place the dog bin and they will be responsible for emptying it. Clerk contacted Mortimer Contracts who have asked for a photograph of the bin - they wanted to know if there is a reason why we want it on a plastic post. If we are not keen on a wooden post, it could probably go on a metal post which are more expensive but will last a lot longer.

17. **Post for Litter Bin** – See 16 above

Action: Clerk to contact Babergh re site for dog bin - & Mortimer Contracts

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

19. **Improvements to War Memorial – Working Party to maintain area around War Memorial - Update** – Nothing to report

20. **Six Walks Booklet – Update** – The Chairman thanked Cllr Spicer for all the work to get this booklet published – there have been a lot of positive comments. Digital version is going on the website.

21. **Parish Infrastructure Investment Plan (PIIP) – Utilisation of CIL monies** - The Clerk had received one response by post. The closing date is end of June so will be discussed at the September meeting.
22. **Traffic Calming – SID Data, Collins Skips & Building Works, Capel Road - Update** - Clerk had received a call from a resident re traffic jam outside Rowan Acres due to big lorries parked on the road with traffic unable to get past. Agenda item at the July Meeting. **SID Data** – This has been downloaded onto the Clerk’s new laptop – a discussion followed it was agreed that the SID’s are doing a real good job as in the main cars are keeping to the speed limit. Cllr D Jones handed out pictures of traffic calming measures on the Continent and the 20mph is Plenty campaign was discussed. The Chairman asked Cllr Jones if he would lead this project - talk to SCC Highways – do some research with Highways etc - forming a Working Party was discussed to include Cllr Jones and Speedwatch Co-ordinator.

Action: Landscaping Issues – Rowan Acres – Agenda item
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23. **Playing Field Society – Purchase of Equipment for events-** No action yet taken on purchase of equipment for event. Grass cutting was discussed. Fireworks 4 November 2023.
24. **To receive Correspondence** – The Clerk drew Councillors’ attention to the following E-mails. E-mails x 2 Babergh re Joint Local Plan, - Info Dog & Litter bin reminders – 1 x Anglian Water re Mains Repair AW Ref 6 +2371171- 1 x Resident re Quiet Lanes Agenda item at July Meeting– 1 Bentley Bowls Club request for grant increase – re new mower – 1 x Suffolk C Council re Fence along Capel Road -Head Teacher has been asked to liaise with property colleagues to advise? 1 x Julie Lawes – Internal Audit completed – invoice to be passed for payment tonight – 1 x County Cllr Georgia Hall re Flooding Station Road and 1 x Sovereign play – Quote for Surface for gym equipment!!!
25. **Exchange of information by Councillors and matters for consideration at future Meetings– Cllr Munday** – Read out a statement – You may be aware of a collision that occurred on Church Road, close to the A137 Junction, between two cyclists and a motorist on 17 May. Tragically this led to the death of one of the cyclists, named locally as Ben Jacobs, a much admired athlete from the area. Bentley Parish Council are deeply saddened by his death and wish to pass our sincerest condolences to Ben’s wife, family and friends. We understand a Police investigation is underway so are unable to respond to an e-mail sent to the Parish Council on 22 May regarding the accident,
26. **To Authorise Payments-** The following payments were authorised

101670	Red Stag Training	Footpath Warden - Training	£582.00
101671	Cllr Munday	Clerk’s laptop & accessories	£389.94
101672	Peter Baldwin	Grass cut – weed killing paths	£150.00
101673	Julie Lawes	Internal Audit	£230.00
101674	Friends of Capel Library	Donation	£250.00
101675	Tuesday Club	Donation	£200.00
101676	Outdoor Bowls	Donation	£200.00
101677	Carpet Bowls	Donation	£200.00
101678	Citizens Advice	Donation	£100.00
101679	MAGPAS	Donation	£100.00
101680	EACH	Donation	£100.00
101681	Bumblebee Childrens Charity	Donation	£100.00
101682	D I Chapman	Donation – Play Area grass	£100.00
101683	Headway	Donation	£100.00
101684	Canon	Printing 6 Walks booklet & leaflets	£465.00
101685	HMRC	Clerks Tax	£16.40
101686	Mrs J Scott	Clerks Salary - May	£572.43
		Minus tax	-£16.40
			£556.03
		Plus, Expenses	£620.40

£64.37
£620.40

It was proposed that these be paid en bloc.

Proposed Cllr M Munday

Seconded: Cllr J Wheals

All in favour

CU

27. **To confirm date of next scheduled meeting** – Parish Council Meeting 6 July 2023.

There being no further business the meeting closed at 10.04 pm.

CHAIRMAN:

DATE:

DRAFT