

BENTLEY PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD AT BENTLEY VILLAGE HALL THURSDAY 11 MAY 2023 AT 7.30 PM

Present

Cllr M Munday - Chairman Mrs J Scott – Clerk Cllr B Feltwell Cllr M Bamford
Cllr J Wheals Cllr K Spicer Cllr Schumacher Cllr A Thomas
Cllr N Moxey

Also in attendance: Footpath Warden, Speedwatch Co-ordinator, District Councillor D Busby & 2 members of the public.

The outgoing Chairman Cllr Munday welcomed everyone to Bentley's Annual Parish Council Meeting.

1. **To Elect Chairman for Forthcoming Year** – It was proposed that Cllr Munday be elected Chairman for the forthcoming year to continue her excellent service. There were no other nominations. Cllr Munday was willing to stand and was duly elected – Declaration of Acceptance of Office was duly signed.

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

2. **To appoint Vice Chairman for the forthcoming year** – It was proposed that Cllr Feltwell be elected Vice Chairman. There were no other nominations. Cllr Feltwell was willing to stand and was duly elected. Declaration of Acceptance of Office was duly signed.

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

3. **To record apologies for absence:** Cllr D Jones (Hol), Cllr Moxey (arriving late), County Councillor Georgia Hall & Tree Warden.

4. **To Receive Declaration of Acceptance of Office Forms - The** Clerk accepted the completed Declaration of Acceptance of Office Forms from Councillors which she countersigned before the start of the meeting. Cllr Moxey & Cllr Jones' forms will be signed before the June meeting.

5. **To Receive Declarations of Interest relating to Agenda Items** – None received

6. **Dispensations – to consider written requests for dispensation of disclosable pecuniary interest in matters relating to Agenda items** – None received.

7. **To appoint Council Representatives** – The Tree Warden, Footpath Warden, Cllr Munday and Cllr Wheals were all willing to carry on and it was proposed they be elected en bloc.

Mr C Hawes – Tree Warden

Mr T Hamstead – Footpath Warden

M Munday – Website

Cllr J Wheals – Folly Farm Representative

Clerk – Village Correspondent

Proposed: Cllr M Bamford Seconded Cllr D Schumacher All in favour CU

- To approve payment of subscriptions for 2023/24 -** It was proposed that the SALC membership fee be paid

SALC £373.10 Community Action Suffolk Membership free – This has been renewed

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

8. **To approve minutes of the Parish Council Meeting held on 6 April 2023** – The minutes were approved as a true record and will be duly signed.

Proposed: Cllr M Bamford Seconded: Cllr B Feltwell All in favour CU

9. **Matters Arising from the minutes –: Page 1168** overgrown hedges have been cut. – Billy Richmond – Collins Skiphire will attend June Meeting – **Page 1169 item 6 c)** Capel Clerk was contacted re Capel PC’s comments on Brockley Wood application – she will contact SCC – **item 10** – Chairman gave out mugs & seeds to School 4 May and also to Toddler Group **Page 1170 item 23** telegraph pole on pavement Church Road has been removed. Damaged sign & grit bin reported to SCC **report** reference number 00403016

Public Session

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

10. **Planning Applications**

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

DC/23/00728	24 West Mill Green	Permission has been granted
DC/18/04198	Former Woodview Nurseries, Hazel Shrub	Amendment details approved.

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

DC/23/01730	Oakwood House, Link Lane	Application for works to Trees subject to TPO BT298 – Crown lift 1 No Oak (T) by 2m. Crown reduce 3 no Oak (T2, T3, & T4) side branches by 2 to 3m
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RECOMMEND APPROVAL - However, the Parish Council need assurance that the Oak by The Acorns will be trimmed symmetrically and that the work has been agreed by the resident of that property.

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

Appeal Ref Windy Farm, Capel Road **The Appeal is Dismissed**
APP/D3505/W/22/3
303184

- c) SCC/0105/22B – Brockley Wood Application – Clerk e-mailed SCC on 5 May asking for an update on this application as there has been no activity on the website since 10 March - when the Planning Officer sent the Section 25 letter to the applicant, which needed a response within 28 days. To date no reply has been received.

11. **Report by Exception – Tree Warden/Footpath Warden/Capel Library/Bentley Long Barn/Footpath Warden & Speedwatch–** **Tree Warden** – visited Oakwood House met the owner and chatted about trimming back the TPO oaks, T1, T2, T3 and T4, and is satisfied with what is proposed. It seems that the trimming will not take place until June when the tree surgeon has completed his other booked jobs. - **Footpath Warden** – No cycling permitted plaques (6) – 2 have been put up after speaking to the owner of Dodnash Woods. 4 more to go. He will contact owner of water meadow – Clerk told him she had e-mailed Rupert Eley – following the April meeting but as yet had got no response. He was informed of low branches encroaching footpath towards Earlwood – he will investigate. - **Friends of Capel Library-** No report available. **Bentley Long Barn** – No further news - Speedwatch__ There have been five sessions since the last meeting: -Two at the Village Hall, one of which was a NIL return, and the other resulted in two vehicles being reported -Three on Capel Road when thirty five vehicles were reported. The highest recorded speed was 47mph. For various reasons the number of volunteers is dwindling. Copy has been sent to the Copy Editor which hopefully will appear in the next issue of The Bugle. The meeting was told that Cllr Jones is particularly keen to be involved – he will be back next month – we may need a working group but we need to download SID data so we can pass it on to Highways and get their views. The Chairman thanked Speedwatch Co-Ordinator and his team.

12. **To Decide Grants to Village Organisations for Financial Year 2023/24** – It was proposed that the following grants (items 12 & 13) be paid en bloc.

Friends of Capel Library	S137	£250
Tuesday Club	S137	£200
Outdoor Bowls	S19	£200
Carpet Bowls	S19	£200

13. **To Decide Grants to Other Organisations for Financial Year 2023/24** –

Citizens Advice	S142	£100
MAGPAS	S137	£100
EACH	S137	£100
Headway	S137	£100
Bumblebee Childrens Charity	S137	£100

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

Cllr Feltwell told the meeting that the Rotary Club he belonged to had given the Bumblebee Childrens' Charity a cheque for £300. Children are from 6 months to 5 years with all sorts of difficulties -they have 4 sessions a week and will go to either a Special School or a State School with one to one. They have just won a lottery bid which will pay for two staff for two years.

Action: Inform Clubs & Organisations – letter & cheques to be sent out in June

14. **Cyclists Bentley Water Meadow – Update** - Plaques are being put in place – see Footpath Warden Report above.

15. **Domain Name Change – official e-mail accounts for Councillors** – New Domain Name Bentley Suffolk Parish Council has been purchased following SALC's comment in last year's internal audit report. The Clerk now has a new e-mail address clerk@bentleysuffolkparishcouncil.gov.uk – so any Councillors wishing to have an official e-mail address can be set up just inform the Clerk.

16. **To discuss Annual Playground Inspection Reports-** Councillors had been issued with a copy of the Inspection Reports. Work was required on signs - Cllr Bamford reported he had cleaned the signs and the bird fouling on the swings – it was proposed that the report be accepted – cheque (£168) to be passed for payment at tonight's meeting.

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

It was agreed to discuss item 20 next as the litter bin is attached to the Play Area fence which needs attention. The litter bin should be on a post just inside the Play Area – Agenda item at the June meeting – post for litter bin – Clerk will get quote.

Cllr N Moxey arrived at the meeting

- 20 **To discuss the fence between the School Playing Field & Footway - The** fence along the footway and the play area is rotten in places – Babergh operatives had reported this to the Clerk and requested the litter bin be put on a post rather than fixed to the fence, SCC own the fence – It was therefore proposed that the Clerk contact SCC & School to let them know their fence needs attention and get quote for a black plastic post.

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

Cllr Feltwell will put weed killer on weeds around posts in play area and gym equipment area – A discussion followed on cutting the grass in the Play Area and it was agreed to put an advert in the Bentley Bugle – 20 two hour sessions pa.

Action – Clerk to write to School and SCC – Get quote for plastic post Agenda item – Post for litter bin

17. **Flooding Station Road - Update – A** number of residents had sustained punctures going down through the water and hitting this dangerous pothole – SCC were contacted and the County Councillor had been informed – the work on it should be completed by 18th of this month.
18. **Protection of Trees in Bentley – District** Councillor Busby was asked if there was likely to be a greener agenda – including Tree Protection – following the election. There are a lot of ancient trees in Bentley that need protecting – Babergh were not prepared to put blanket TPO's on them. After some discussion it was decided that if we map the ancient the trees in Bentley and send list to Babergh Arboricultural Officer we may be able to get it done that way.
19. **Request for Dog Bin – Hazel ~Shrub –** An e-mail had been received from a resident asking for a dog bin at Hazel Shrub. Following a discussion it was decided that a bin would need to go at the entrance to Dodnash Wood – there are a lot of discarded poo bags just tossed into the undergrowth. It was proposed that the Clerk write to the landowner to ask his permission and get a quote for a green bin and brown post.

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

Action: Write to landowner – get quote for green bin and brown post
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21. **Renewal of Play Area Lease – Update-** SCC are in the process of seeking DfE consent to allow them to lease the wider area to the Parish Council. They don't envisage any issues as the school will still have access, but it is the first step that they need to take. As soon as they have an update, they will let us know. In the meantime, they are getting the Heads of Terms drafted so they can be looked at in parallel.
22. **Improvements to War Memorial – Litter Bin – Working Party – Update -** SCC have inspected the vegetation at the top of Church Road and think it is fine. Cllr Feltwell will talk to the residents who have expressed a willingness to keep the area round the War Memorial tidy.
23. **Traffic Calming - To discuss purchase of laptop for the Clerk – to enable downloading of SID data -** As previously mentioned in item 7 above the SID data needs to be downloaded which we are at present not able to do as it needs a Windows 11 machine. The purchase of a new laptop for the Clerk was discussed – last one was purchased in 2009 but did have an upgrade to Windows 10. After some discussion it was proposed that a new laptop be purchased up to £500.

Proposed: Cllr N Moxey Seconded: Cllr D Schumacher All in favour CU

24. **Playing Field Society – i) Purchase of Equipment – Update – ii) Tudor Re-enactment – Footpath** Warden informed the meeting that there was no update on the purchase of equipment. Clerk read out following report from Cllr Moxey - No huge update - the Fayre is on track, and the only wobble at the moment is that the WI would rather do a cake stall than a full tea/coffee service, so she is hunting around for food vans with tea/coffee too.
25. **Parish Infrastructure Investment Plan -** Cllr Moxey told the meeting that there had been a reasonable response at the Annual Parish Meeting. An up to date questionnaire leaflet could be put in the Bentley Bugle. District Councillor Busby was asked about additional CIL funding – would Babergh give CIL funding for traffic calming? We need the data from SID to show to the Police. – Agenda item at the June meeting.

Action: SID data -Agenda item

26. **To receive Correspondence** – The Clerk drew Councillors' attention to the following – Emails – 2 x SALC – subscription 2023/24, Urgent consultation – community benefits for electricity transmission network 3 x Babergh Neighbourhood CIL payment £5,593.46, litter bin War Memorial & Bramford & Twinstead NSIP, 1x Speedwatch Co-ordinator – funding speed signs -Agenda item? – 1 x HMRC VAT claim confirmation – this has been paid into the bank account (£3,315.24) – 3 x Residents Request for dog poo bin at Hazel Shrub, Flooding Station Road, No right to cycle plaques – Fly tipping & bus timetables. 1 x Suffolk FA – Funding to improve Town & Parish grass football pitches 1 x David Bracey Annual Play Inspection Reports and invoice.

27. **Exchange of information by Councillors and matters for consideration at future meetings**
 – **Cllr Munday** – School is raising funds for the area outside the School – Chair of the PA has requested a donation from the Parish Council – she will write to the Clerk. **Cllr K Spicer** – The proof copies of the Six Walks Booklet have been done – unfortunately it is double the price of the recipe books – even with 10% off it works out at £1 per copy because there are more coloured pages (maps) – Are the Parish Council still happy to fund this and how many copies do we need – 396 households - P C still happy to fund it - Agenda item at the June meeting. **Cllr Moxey** – Chair of the PTA - very happy with the Coronation mugs and seeds – especially the seeds. Two mugs were left over – they were left in the kitchen. Clerk will contact Mark Usher.

Action: Agenda item- Six Walks Booklet – contact Mark Usher
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- 28 **To Authorise Payments** - The following payments were authorised.

101663	SALC	Subscription 2023/24		£373.10
101664	David Bracey	Annual Play Inspections		£168.00
101665	P Baldwin	Grass Cut/trim Closed Churchyard		£150.00
101666	Babergh District Council	Dog & Litter Bin emptying		£525.72
101667	J Scott	Expenses Annual Parish Meeting		£8.25
101668	HMRC	Clerk's Tax		£29.80
101669	Mrs J Scott	Salary - April	£572.43	
		Minus tax	<u>-£29.80</u>	£664.25`
			£542.63	
		Plus Expenses	<u>£121.62</u>	
			£664.25	

It was proposed that these be paid en bloc.

Proposed: Cllr N Moxey Seconded: Cllr D Schumacher All in favour CU

29. **To confirm date of next scheduled meeting** – Thursday 8 June 2023. – 7.30 Preceded by Playing Field Society Meeting at 7pm.

As there was no further business the meeting closed at 9.15 pm.

CHAIRMAN:

DATE: