

# BENTLEY PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD AT BENTLEY VILLAGE HALL ON THURSDAY 5 APRIL 2018 AT 7.30 PM

### Present

Cllr M Bamford - Chairman      Mrs J Scott – Clerk      Cllr B Feltwell      Cllr N Moxey  
Cllr K Spicer      Cllr P Cross      Cllr A Graffham      Cllr C Goodwin  
Cllr J Wheals

Also in attendance Tree Warden - 2 members of the public and District Councillor J Hinton.

Cllr Bamford welcomed everyone to the meeting. The Clerk received no notification of anyone planning to film or record.

1. **To record apologies for absence:** Cllr K Hutchings and County Councillor G Jones
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 1 March 2018 –**  
After making the following changes Page 902 - also in attendance – Footpath changed to **Tree** and Page 903 Capel Library Membership **of the 100 Club** added, the minutes were approved as a true record and duly signed.

Proposed Cllr K Spicer      Seconded Cllr K Hutchings      All in favour      CU

5. **Matters Arising from the minutes: Page 903 item 8** – Play Area Annual Inspection was due to take place at the end of March – **Page 904 item 13** Cheque £50 to Suffolk Neighbourhood Watch to be passed for payment tonight **item 21** Mortimer Contracts informed their quote was unsuccessful, Vertas three Year Contract now received for signature. Rest covered by Agenda items.

## Public Session

**County Councillor Gordon Jones** – In County Councillor Jones' absence the Clerk read an e-mail – **Appendix 1** in the minute book. He has recently agreed to fund some replacement windows at the school out of his Locality Budget – the extension to the Suffolk Coastal & Heath Area of Outstanding Natural Beauty Boundary is coming before Cabinet later this month in regard to the West of East End and West of Stutton – The Minerals Policy will be coming to Cabinet for the next round of consultations shortly – a meeting is taking place shortly with Highways with a view to discussing many things but including any extension of the 30mph limit and finally a report is awaited on the trials of the ANPR which should result in obtaining details of the options available and costings.

**District Councillor John Hinton** – Read to a written report **Appendix 2** in the minute book and on the Parish Council website. District Councillor Hinton reported that last year had been another busy one for the Council but one in which we seem to be increasingly running forward but going backwards! He talked about the move to Endeavour House, the “Cabinet” system which seems to be working well for the administration but is causing increasing friction within the Conservative ranks. Planning and Housing generally is one of the main causes of concern, creating a building problem with over 3000 permissions granted but not built. A meeting is planned with Highways England in April to try and move some sort of improvements to the A12 forward. The CIL System is not really working and the planned merger is off at the moment because SCC are exploring possibility of a Unitary Council. A question was asked about the Manningtree railway bridge. At present there are no plans to make any changes. District Councillor gave his apologies for the May Parish Council Meeting.

An accident at the Bergholt Road junction on Thursday was mentioned but no details were available.

**6. Planning Applications**

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

<b>DC/18/00164</b>	The Cottage, Grove Road	<b>Permission has been granted</b>
<b>DC/18/00528</b>	The Oaks, Capel Road	<b>Consent has been granted</b>
<b>DC/18/00368</b>	Redwoods, Bergholt Road	<b>Permission has been granted</b>
<b>DC/18/00163</b>	The Cottage, Grove Road	<b>Permission has been granted</b>
<b>B/17/00003/FUL</b>	Oakleigh, Capel Road	<b>Permission has been granted</b>
<b>DC/18/00601</b>	6 South View Green	<b>Permission has been granted</b>

Concern was expressed regarding the planning decision for Oakleigh, Capel Road (B/17/00003/FUL) which gave no mention or reference to the “Street Lighting”. As there are no street lights in Bentley to “upgrade” Councillors felt that the site could not have been visited by Highways. The Clerk was asked to e-mail SCC to find out what lighting is proposed as Bentley residents do not want street lights – copy to be sent to District Councillor Hinton.

Action: e-mail to SCC – copy to District Councillor Hinton

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

<b>DC/18/00813</b>	Samburu, Capel Road	Erection of single storey side extension
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**RECOMMENDED APPROVAL**

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

<b>DC/18/01168</b>	32 Highfields	Erection of two storey rear extension & single storey front extension & front canopy for private use
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**RECOMMEND APPROVAL** –subject to no significant concerns being received from neighbours.

Proposed Cllr P Cross      Seconded Cllr K Spicers      7 in favour      1 abstention

7. **Report by Exception – Tree Warden/Footpath Warden – Tree Warden** – Reported on. TPO BT240 large Oak Tree, Link Lane. Ongoing building on a plot that includes this tree seems not to be following the instruction given on the Arboricultural Assessment document – namely under 5.3 On site Storage of spoil and building material subsection 5.3.1 *Prior to and during all construction works on site, no spoil or construction materials within the RPA of any tree on, or adjacent to the site, even if the proposed development is to be within the RPA*- Clerk to write to Planning Authority – (no work is being carried out at the moment) – with a copy to Arboricultural Officer telling them that planning conditions are not being adhered to and ask for a building inspection. **Capel Library:** A Trustee meeting was held on 3 April – Data protection documents (GDPR) are now complete, The Community Cinema 20 March had maximum attendance – on 13 April Film for children Coco and the 17 April film is Only the Brave. Date of the next meeting 5 June 2018.” **Bentley Long Barn** –No further news. **Bat & Bird Boxes** – being collected on 12 April. The Tree Warden was asked if there had been any further vandalism on the Village Playing Field – no more damage had been experienced. **Footpath Warden** - Cllr Wheals said that in the absence of the Footpath Warden at this and any further meetings he will report – There is a walk on 16 April and one on 16 May. The full programme will be in the Bentley Bugle for the rest of the year.

**Action:** e-mail Planning re TPO BT240

8. **To ratify renewal of Domain Name – bentleypc.org.uk** It was agreed to ratify the cost of keeping this domain name (£19 for two years).

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

9. **To discuss quote for second & third year - Churchyard Maintenance -** It was proposed that the three year quote be accepted -subject to performance. (2019 - £1,510, 2020 - £1620, 2021 - £1,780).

Proposed Cllr B Feltwell      Seconded Cllr C Goodwin      All in favour      CU

10. **To agree cost of Printing WI Leaflet –** The quotation invoice for £100 was handed to the Clerk at the meeting. This will now be expedited.

11. **Consider sponsorship of Bentley Commemoration of end of WW1 on November 11<sup>th</sup> , incl 'Beacons of Light' -** After some discussion it was decided that this be discussed at the Annual Parish Meeting. The Clerk will e-mail Bentley Comrades asking for any views they would like to discuss at the APM. Tree Warden to speak to Village Correspondent.

<b>Action:</b> Agenda item at the Annual Parish Meeting – Commemoration of end of World War 1 Centenary
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12. **The Great British Spring Clean – Suffolk 2018 -** This did not take place on 28 March due to the weather so may or may not take place this year. The village is looking tidy at the moment – the WI have been undertaking this for several years and it was thought that they could do with a few more helpers.

13. **To discuss purchase of 30mph stickers –** It was explained that several villages had issued 30 mph stickers for wheelie bins which seemed quite effective in reminding motorists of the speed limit. It was proposed that this subject is raised at the Annual Parish Meeting – also ask for comments in the Bentley Bugle, In Touch and the website – quotes will be obtained – and if the scheme goes ahead parishioners will be invited to pick up from Bentley Stores.

Proposed Cllr M Bamford      Seconded Cllr A Graffham      All in favour      CU

<b>Action:</b> Agenda item APM – quotes to be obtained
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14. **To discuss Neighbourhood Plan -** A letter had been received from James Cartlidge MP inviting Bentley to attend a meeting on 20 April regarding housing development – focussing specifically on the importance of constructing neighbourhood plans. It was proposed that Cllr Moxey attends the meeting and reports back. Keep on the agenda.

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

15. **Boundary Commission – Electoral Review of Babergh Warding Arrangements – Update -** The second tranche of suggestions have been received and they seem to have listened to what we have said – we are now with Copdock & Washbrook, Hintlesham, Little & Gt Wenham and there is a further feedback consultation. It was proposed that we make no further response other than noting that they have listened to our concerns.

Proposed Cllr A Graffham      Seconded Cllr C Goodwin      All in favour      CU

16. **To discuss Data Protection Legislation – May 2018 -** The Clerk had received a News Bulletin from SLCC on 13 March saying that Data Protection Guidance is expected 26 March – nothing received yet! After some discussion it was proposed that Bentley PC issue a statement that we are planning to comply with the new Data Protection legislation and will appoint a Data Protection Officer and are awaiting advice from SALC to take this further forward. Keep as an agenda item.

Proposed Cllr M Bamford      Seconded Cllr A Graffham      All in favour      CU

17. **Response to Joint Local Plan Consultation Document - Update** Nothing to report

18. **Traffic Calming – Signage – Play Area – Update** – Unfortunately the Works Manager can't give us any specific dates but this scheme will be knocked up the priority list.
19. **.Babergh Alliance of Town & Parish Councils -** Cllr Bamford attended the last meeting for a discussion on their communications.
20. **Affordable Housing – Report on progress – Update -** No more information to date.
21. **Playing Fields Society – Bird Boxes – Update -** Bird boxes See Item 7. A cheque for £90 was issued for the purchase of the bird boxes and will be ratified at the Annual Parish Council Meeting -May 10<sup>th</sup>. The picnic tables for the Village Playing Field have been paid for and Nelson Potter will deliver – Cllr Cross has the flag stones.
22. **To receive Correspondence** – The Clerk drew Councillors' attention to the following - : e-mail from Boundary Commission – Have your say on new draft recommendation Ward Boundaries for Babergh - 6 e-mails from BAPTC, e-mail SLCC Data Protection Guidance expected 26 March , Letter from EACH consider supporting EACH – e-mail Shared Access re Telecoms investment – Letter and information re The Evolis Radar Speed Sign. **Late Correspondence:** e-mail from PKF Littlejohn – External Auditor instructions and paperwork – 3 e-mails BAPTC – Letter and Poster from James Cartlidge re next constituency surgery Friday 20 April – Poster is on the Notice Board – e-mail East Bergholt Post Office closed from 7 April to 26 April for refurbishment and letter from James Cartlidge MP re Neighbourhood Plans.
23. **Exchange of information by Councillors and matters for consideration at future Meetings**  
**Cllr Goodwin** –Notice Board at Village Hall needs refurbishment. Agenda item Cllr Moxey – wants to attend Training on Planning Course at SALC – Agenda item Cllr Moxey was also concerned that the 30mph sign had still not been done – we were informed that this is going to be done when the signs for the Play Area are erected.

<b>Action:</b> Agenda items : Notice Board refurbishment and Training
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24. **To Authorise Payments** - The following payments were authorised

101287	Bentley Village Hall	Hall Hire – Jan/Feb/Mar	£45.00
101288	Suffolk Neighbourhood Watch	Donation	£50.00
101289	Road Runner TCA Ltd	Speed gun calibration	£130.20
101290	Mr B Feltwell	Renewal of Domain name	£19.14
101291	Mrs J Scott	Salary March	£479.00
		Minus tax	<u>Nil</u>
			£479.00
		Plus Expenses	<u>£ 50.21</u>
			<u>£529.21</u>
101292	Ipswich Borough Council	Bird boxes <b>to be ratified</b>	£90.00

It was proposed that these be paid en bloc.

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

25. **To confirm date of next scheduled meeting -** Annual Parish Council Meeting Thursday 10 May 2018 at 7.30 pm.

There being no further business the meeting closed at 9.15pm.

CHAIRMAN:

DATE: