

BENTLEY PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT BENTLEY VILLAGE HALL ON THURSDAY 6 FEBRUARY 2020 AT 7.30 PM

Present

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

Also in attendance County Councillor Gordon Jones, District Councillor Dave Busby, Tree Warden, Footpath Warden and – 2 members of the public

Cllr Bamford 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 N Moxey and Cllr C Perry
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 9 January 2020.**
With the change of *Noble* to notable under Item 7 Tree Warden Report - the minutes were approved as a true record and duly signed.

Proposed Cllr P Cross Seconded Cllr K Spicer All in favour CU
5. **Matters Arising from the minutes: Page 998** Cllr Bamford reported that he had not talked to anyone about the oak tree in Link Lane – nothing has changed but he will pursue. **Page 999 item 10** – The signed Precept Charging Authority Form was sent to Babergh by e-mail and hard copy – **Page 1000 item 11** – St Marys Church advised that J Tremaine’s quote to fell two sycamore trees in the closed churchyard had been accepted **item 13** – The Playing Field sign is now ready to be picked up – cheque to be passed for payment tonight **Page 1001 item 24** Letter of thanks has been sent to Mr Chapman. Rest covered by agenda items

Public Session

County Councillor G Jones – had sent his written report which has been circulated to Councillors – **APPENDIX 1** in the minute book and on the website. Cllr Jones also reported that the Ipswich Northern Route is now unlikely – there has been some work by Highways England on the Orwell Bridge – if the speed limit was reduced to 40 mph it will only close if winds reach 70 mph and there will be some movement within the next 12 months on that. He spoke about parking enforcement, ANPR working group – Cllr Munday is Bentley’s representative – the new permit scheme to address roadwork disruption – James Cartlidge had hosted a meeting in London and the Orwell Bridge, Copdock Interchange, other roads and A12 junctions were discussed.

District Councillor D Busby - reported on Budget Meeting held on Tuesday – increase of £5 per year – 3% - 10p per week on the Council tax – Babergh offers Financial grants – up to £7½K. Citizens Advice have been awarded £53K per annum grant. Aldham & Elmsett have completed Neighbourhood Plans – 5 in Babergh. There is an opportunity to review the Parish Boundaries – Agenda item at the March meeting. Babergh East meeting next week, Joint Community projects - a lot of attention goes to Sudbury, Cornard so this area misses out – could be for cycle routes, bus routes, footpaths etc – no money available specifically. County Cllr Jones told the meeting he had a meeting with the leader of Babergh District Council regarding buses – there should be money for community transport when some of the developments like Wolsey Grange are done. Cllr Busby apologised for missing the January meeting.

Resident: Following permission being granted for 8 houses at 1 Grove Road asked for a no parking restriction to be put in place after the development has been completed. He had approached the District Council but was told that it needs to be applied for by the Parish Council. He explained that if people parked on the road it restricted access to his drive – this had happened three times this week – it would also restrict emergency vehicles - on the plans there should be nothing blocking visibility and he would like a restriction to be put in place prior to parking problems occurring. District Councillor Busby advised him to consult with other residents that could be affected in Grove Road – after some discussion it was suggested a letter be sent to Highways and it be made an agenda item at the March meeting

Action: Agenda items – Review Parish Boundaries & Parking Restriction

Resident: brought up the issue of dog mess on the Playing Field and also the middle of the pavement. – Dog bins were discussed – it was suggested that a dog bin be situated in Potash Lane from Church Road.

6. Planning Applications

- a) To note decisions of Planning Authority on previous applications – None received
- b) To give comments on any new applications in hand – None received

District Councillor Busby will ask for a site visit re Church Road development – a week on Wednesday – Cllr Munday will attend a site meeting if it happens.

7. Report by Exception – Tree Warden/Footpath Warden/Capel Library/ Bentley Long Barn

Tree Warden – TPO trees at The Hollies, Highfields, Church Road have been trimmed as agreed by Babergh District Council. Oak tree trimming at other Properties at Highfields, Church Road has also taken place to remove branches close to the houses. A new telegraph pole has been erected on the corner of Capel/Highfields/Church Road to lift the wires higher. Why haven't the wires on the original telegraph pole been reattached to the new one to allow the former to be removed from the pavement? The Tree Warden attended the final meeting of the Kew Millennium Seed Bank Suffolk collection team at Bradfield Wood on 31 January – there was a ppt presentation that showed our seed collection results. In Bentley, Fruits of Rowan were collected from Dodnash & Gt Martins Woods and fruits of Wild Service trees from Dodnash, Holly & Gt Martins Woods. At Kew, seeds from the fruits are examined to find out whether they are full, empty or infested. Full seeds then undergo germination tests before being put into deep frozen storage. **Capel Library:** Committee meeting held on 4 February Trustees were re-elected en bloc One new committee member/trustee co-opted. Future purchases: Two replacement trolleys, one shelving rack, one cabinet to house film & computer equipment. February events – next film The Keeper 18 February Kimmy's Zoo an event for young children 19 February (sold out). Membership renewals are slow coming in and at present stand at 145 (263 at December 31 2019). **Bentley Long Barn** –No further news. – Cllr Bamford had written to Babergh who have replied – they are aware of the current condition of the building they welcomed further information but are still finding it difficult to do anything – the Heritage Officer is going to get in touch re the current situation. The Barn is No 2 on Babergh's At Risk List. An on site meeting was suggested to look at the place - District Councillor Busby will have a word – Suffolk Preservation Society should also be involved - **Footpath Warden:** Nothing to report.

- 8. To discuss Council Ward Boundaries for Suffolk -** Not heard anything further we have written to say Bentley does not want to be part of Ipswich. County Councillor Jones suggested we look at the website – They will make proposals and you can respond – he will inform the clerk of the timetable.

- 9. To discuss Way Marking -** The Footpath Warden reported that he had misunderstood – way marking will be done by SCC but is low priority. He talked about self help – washing road signs, cutting back vegetation and maintaining way marking but to do this someone has to undertake one day training. This will be an agenda item to find a volunteer to undertake training. Also Litter Pick needs to be an agenda item.

Action: Agenda items Volunteer to undertake training re washing signs and Litter Pick

10. **To discuss Community Governance Review** – Mentioned previously by District Cllr Busby – we don't want any more Parish Councillors – a discussion followed on the Parish Boundaries – and it was proposed that a letter be sent stating that Bentley would like to review its boundaries particularly on its west side.

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

Action: Letter to be sent to Babergh – agenda item

11. **To discuss Group Bid for Quiet Lane Funding** Cllr Munday reported on a positive meeting with Group regarding the process of designating a lane – residents can do some work to cover the cost – the original cost was £4½K but this has now come down to £1½K-£2K per lane. It needs a speed and traffic survey – there have been two surveys for Church Road and Grove Road and the results of these will be accepted as traffic speeds on these roads – not sure about Bergholt Road – so we have already saved money on these surveys. With support from Babergh, Locality budget and a contribution from the Parish Council re signs we might be able to do this. It will be linked with ANOB. Cllr Bamford thanked Cllr Munday for her hard work and said it should be carried forward as part of the Neighbourhood Plan - road safety in the village can be linked with Quiet Lanes. The Parish Council will continue to support this project.

12. **To Approve Accounts – April – December 2019** - Councillors had been issued with a copy of the 9 month Receipts and Payments 2019/20 and the accounts had been reviewed by the Finance Working Party – Cllr Cross and Cllr Schumacher. The Clerk reported total receipts for 9 months of the year £26,697.38 this figure includes precept £14,500, VAT repayment £606.64, interest £21.56, £7,175.00 from Groundworks re Neighbourhood Plan and Family Fun Day deposit £692.60, Fireworks £1,521 and CIL money £2,180.58. - Total payments over the 9 months included general admin £6,419.87 which includes Clerks salary/expenses, hall hire, grants under the power of S137 £600, S142 (citizens Advice) £200 and S19 £200 – grass cutting/leaf clearance –closed churchyard £1,100.00 & grounds maintenance £447.54 - unplanned expenditure for Trees in closed churchyards £1,100 & £550 to Alison Farmer Associates for her report for the Parish Council - otherwise payments are within the budget. Neighbourhood Plan expenditure is £5,225 leaving a total of £3,450 Current Account total £14,750.09 – Family Fun Day Tracker Account £5,248.62 which includes firework accounts and Parish Council Tracker account £9,690.71. It was proposed that the accounts be accepted.

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

13. **To agree format of Annual Parish Meeting:** It was proposed that the format remain the same this year but to raise it at the Annual Parish Meeting.

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

14. **Withdrawal of subsidy for 94A bus – Update** - Cllr Munday reported that Constable Country Medical Practice will provide volunteer drivers to get residents to the surgery – details in the In Touch Magazine.

15. **Long Term Plan for Playing Field** - This was discussed at the Playing Field Society Meeting - - Some ideas had been put forward from the Neighbourhood Plan survey – improved drainage, adult gym equipment etc and after some discussion it was agreed to form a working party to do a survey of the field and report on the current position – Tree Warden told the meeting that funding was available from Sport England. It was proposed that a working party of four people – C Hawes, T Hamstead, M Bamford and K Spicer would meet to survey the field and come up with a plan by June.

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

16. **GDPR – To consider Subject Access Policy-** The draft GDPR General Privacy Notice has been circulated to Councillors for comments/amendments and it will be an agenda item in March to adopt it.
17. **Grit Bins –Update -** Clerk has received confirmation for the proposed grit bins - SCC have confirmed that approval has been received for Grove Road junction with Chapel Road - Church Road – outside Church and Bentley Hall Junction with Church Road. Three requests have been refused –Station Road – (Ipswich Insulation side of the level crossing), Church Road – Opposite Marmely House and Church Road – outside the school – as these locations are gritted on the P2 Gritting Route. Clerk to contact Mortimer Contracts for a quote to supply and install.

Action: Contact Mortimer Contracts

18. **Traffic Calming – SID pole locations – Update** The paperwork has been completed and will be sent to SCC.

Action: Send completed paperwork to SCC
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19. **Neighbourhood Plan -Update –** Cllr Munday reported the Final Housing Needs Assessment form has been received and will now be incorporated into the Neighbourhood Plan ready to submit to Babergh.
20. **Slide for the Play Area – Update -** Cllr Feltwell reported that Ray Bloomfield had removed the slide structure from the building site and has agreed to refurbish the equipment as a contribution to the village. The item was inspected by the Play Area Inspector and “the item can be restored if all the points are adhered to” he also concluded that there is sufficient room as long as the item is placed longways roughly north to south between the current items. Approval was requested for up to £1,400 plus vat to approve a budget of £400 plus VAT to cover, paint, extra metal bars, bolts etc and also £1,000 plus vat for the necessary matting. Councillor Bamford thanked Cllr Feltwell and R Bloomfield for the work involved and it was proposed that the Parish Council would support these costs.

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

21. **Affordable Housing – Update –** Nothing to report.
22. **Playing Field Society –Update –** Final balances - Bentley Family Fun Day £1,964.85 and Fireworks £2,146.43. Long Term Plan for Playing Field was discussed a Working Party of four will survey the field and come up with a plan by June. Container is being painted at Easter. Date of next meeting 4 June 2020.
23. **To receive Correspondence –** The Clerk drew Councillors’ attention to the following: E-mails from – Police & Crime Commissioner asking for your view on his precept proposals – 2 e-mails from Code DP re Bentley Neighbourhood Plan – SALC – confirmation of Cllr Cross’s course – Preparing for Audit – Stutton PC – Only buying one battery for speed gun – investigating new speed gun used by Norwich Police – which is £250 and doesn’t have to be calibrated. Babergh & Mid Suffolk Councils – Letter to Parish Councils – Community Governance Review – Trot Ward Agenda meeting Babergh East Police & Parish Forum 12 February, 4 x e-mails from County Councillor Jones Boundary Commission Review timetable, Speeding through villages ANPR cameras Meeting 7 February – Cllr Munday is Bentley PC’s representative – Ipswich Northern Route and February 2020 Report – Suffolk Preservation Society – Climate Emergency – Water crisis.
24. **Exchange of information by Councillors and matters for consideration at future Meetings Cllr Bamford –** Annual Parish Meeting agenda – item Litter pick to go on the March agenda. Litter Pick equipment can now be kept in the Container. – Cleaning signs – Agenda item.

Action: Agenda Items – Litter pick – Cleaning signs APM – to discuss format
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25. To Authorise Payments - The following payments were authorised

101430	Vertas	Grounds Maintenance		£178.99
101431	Cllr Feltwell	Domain name renewal		£21.54
101432	Realise Futures	Sign for Village Playing Field		£78.00
101433	HMRC	Clerk's Tax		£3.00
101434	Mrs J Scott	Salary January	£505.70	
		Minus tax	<u>£3.00</u>	£992.99
			£502.70	
		Plus Room Allowance	£450.00	
		Plus Expenses	<u>£40.29</u>	
			<u>£992.99</u>	

It was proposed that these be paid en bloc.

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

26. To confirm date of next scheduled meeting - Parish Council Meeting Thursday 5 March 2020.

There being no further business the meeting closed at 9.25 pm.

CHAIRMAN:

DATE: