

BENTLEY PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON AT BENTLEY VILLAGE HALL ON -THURSDAY 3 JUNE 2021 AT 7.30 PM

Present

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

Also, in attendance – County Councillor Georgia Hall, District Councillor D Busby, Tree Warden, Footpath Warden and 1 member of the public.

In Cllr Munday & Cllr Feltwell's absence Cllr Bamford stood in as Chair and duly signed the Declaration of Acceptance of Office he welcomed everyone to the meeting especially our new County Councillor Georgia Hall. A risk assessment had been carried out for 9 Councillors and up to 24-28 members of the public with seating 1 metre apart. The Clerk had received a request by two of the public to record the meeting – chairs had been set to one side for them but they didn't turn up for the meeting – Councillor Bamford read out the Notice re- Recording a Public Meeting.

1. **To record apologies for absence:** Cllr M Munday, Cllr B Feltwell, Cllr P Cross and Cllr C Perry
2. **To receive Declaration of Interest relating to Agenda items:** - Cllr Moxey declared a Non Pecuniary interest re item 11.
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 Remote Annual Parish Council Meeting held on Thursday 6 May 2021** - The minutes were approved as a true record and will be duly signed.

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

5. **Matters arising from the Minutes: Page 1059 – item 9** – Contact to be made with English Heritage re Bentley Barn- Cllr Bamford explained to County Councillor Hall about the deteriorating barn which had been visited by English Heritage & Babergh but to date there had been no feedback – the Clerk asked for names to contact. **Page 1061 item 12 and 13** – Cheques to be passed for payment tonight – **Page 1062 – item 16** – Notice has been put in B Bugle asking for ideas from residents **item 20** – CIL Expenditure Report was sent to Babergh and is on the website. **Item 21** – sign has been painted – cheque to be passed for payment tonight. Rest covered by agenda items

Public Session

County Councillor G Hall introduced herself to the meeting and explained that she hadn't had a handover from County Councillor Jones so to make her aware of any issues. One issue that had been mentioned was safety at the railway bridge – following talks with the British Equestrian Society it's been decided to change the barrier – there is going to be a new design – David Chenery will be in touch to show us the new design - but this project now needs to be done quickly. She mentioned ANPR – there are only 30 devices -she was told that Bentley was one of the first villages to sign up for this – she was also told about the speeding issues in Bentley and Speedwatch. She spoke about an e-mail regarding power lines and the scoping document – she was told that Bentley had not received this e-mail. She will investigate and forward the e-mail.

District Councillor D Busby – Gave the Clerk contact names for English Heritage and Babergh re Bentley Barn. He reported that things had been fairly quiet since last Friday. Babergh held their Annual Meeting at Wherstead - there was a new member from the Eastern side of the district – Alastair McCraw – Starting their new year - priorities are environmental, biodiversity- new Planning Framework and Joint Local Plan.

Resident: Commented that Babergh were asking villages for ideas re wildflowers and hedges but their contractors had just been through and cut all the verges down and wiped out the habitat for butterflies. He asked the Clerk to make enquiries – who the contractor was – and make the point about decimating the verges which should be protected during June. - Clerk to contact Babergh Public Realm (Will Burnmall) – This will be an agenda item at the July meeting.

Action: Clerk to contact Babergh Public Realm – Agenda item at July Meeting

6. Planning Applications –

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

DC/21/02053	5 West Mill Green	Permission has been granted
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b) To give comments on any new applications in hand –

DC/21/02823	Rowan Acres, Capel Road	Erection of 1 No detached dwelling (following demolition of the existing bungalow)
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Councillors declined to comment on this application other than to say they are unhappy with the design of this property as it is in variance with the Design Guide Document - a supplementary document to the Neighbourhood Plan, which has completed Regulation 14 Consultation.

Proposed Cllr N Moxey	Seconded Cllr K Spicer	All in favour	CU
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7. Report by Exception – Tree Warden/Footpath Warden/Capel Library/ Bentley Long Barn

Tree Warden – Reported that he had attended a meeting run by Hallwood Associates Ltd (12 tree wardens attended) held at Stowmarket town Council (outside) on 2 June 2021 to learn about the I-Tree Eco project. This project is designed so that the tree canopy cover of an area, village, town or city can be calculated. **Friends of Capel Library** – CH attended Trustee meeting held in the library on 24 May. The library is open at present for browsing (masked). Moving forward we have a roadmap for recovery and hope that everything will be back to normal by 21 June. The FoCL membership is below that of 2019 but this is to be expected. A new draft Constitution is being discussed and an Events Cancellation Policy is being prepared. Events: Community Cinema was due to recommence on June 22 however, with the present uncertainty of ‘back to normal’ this is now likely to be postponed until July; Alzheimer’s Cake Day 26 June; Book Treasure Train 24 August – 3 September; Beetle Drive; Quiz Night. Cinema Risk Assessment Policy to be circulated to trustees, suggestions for any alterations to be circulated. AGM January 2022. Date of next meeting Tuesday 27 July 2021. **Bentley Barn** – No further news. **Footpath Warden** – Nothing has been reported this month.

8. To approve Audited end of year accounts for Smaller Authorities 2020/21 – Councillors had been issued with copies of the AGAR.

i) **To approve the Annual Governance Statement 2020/21 (Section 1)** – Councillor Moxey felt that box 9 should have been ticked Yes rather than N/A due to Playing Field Society – with this change it was proposed that the Annual Governance Statement be approved.

Proposed Cllr D Schumacher	Seconded Cllr K Spicer	All in favour	CU
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ii) **To approve Certificate of Exemptions – AGAR 2020/21 Part 2** – To be completed by smaller authorities where the higher of gross income or gross expenditure did not exceed £25K and wish to certify themselves exempt from a limited assurance review – It was proposed that the Certificate of Exemption be approved.

Proposed Cllr N Moxey	Seconded Cllr J Wheals	All in favour	CU
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iii) **To approve Accounting Statements 2020/21 (Section 2)** The Clerk/RFO stated that Bentley PC Financial Working Party (Cllrs Cross & Schumacher) met via Zoom and went through the accounts before they were e-mailed to SALC for the internal audit. Councillors have been sent

a copy of SALC's Report which will be an agenda item at the July meeting. Councillors had been issued with a copy of the 12 month Receipts and Payments 2020/21 - Receipts for the year 2020/21 amounted to £24,437.25 6.91 this figure includes precept £14,500, VAT repayment £2,363.31, interest (£6.37), £5,387.00 from Groundworks re Neighbourhood Plan and £2,180.57 CIL monies. Total payments over the 12 months included general admin £8,602.72 which includes Clerk's salary/expenses, and hall hire, grants under the power of S137 £800, S142 (citizens Advice) £250, S138B £100 (British Legion) – grass cutting/leaf clearance –closed churchyard £1,360 and grounds maintenance £596.76 - unplanned expenditure for Trees in closed churchyards £400.00 - £650 Trees Grove Road & Playing Field & Zoom payments £57.56 otherwise payments are within budget. There were two uncleared cheques Zoom (Cllr Moxey) £14.39 and Places4People £1,436.40. Current Account total £12,246.27 – Family Fun Day Tracker Account £3,747.889 which includes firework accounts and Parish Council Tracker account £9698.253. It was proposed that the Accounting Statements 202/21 be approved.

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

The Notice of Public Rights & Publication of AGAR will be put on the notice board and website to commence on Monday 14 June 2021 to Friday 23 July 2021

9. **To Discuss Annual Playground Inspection** - Councillors had been issued with a copy of the Inspection Report – Page 23 states that Platform Slide fails to meet requirements of EN1176 in the following respects – Exposed bolt threads – Recommend cut off and file down excess threads to bolts and cap off – low to medium risk. Jon Haines took his 2 year old daughter on the slide and was very concerned the bolts were her head height – he is purchasing caps and will fit on Saturday. The necessary changes are to be actioned and it was proposed that the report be accepted.

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

10. **To discuss Tree, Hedgerow & Wildflower Planting** - Tree Warden explained that in the next two or three weeks we have to look where we want extra wild flower areas. As far as tree planting is concerned 300 trees have been planted from the Woodland Trust which is ongoing. Councillors Spicer and Bamford told the Tree Warden they will be happy to walk round to try and identify suitable areas. Planting will be in winter November-February. Tree Warden told the meeting he is liaising with the Woodland Trust identifying species that they can grow.

11. **To discuss Tudor Fundraising Event** - Cllr Moxey told the meeting that a Tudor Re-enactment group who attend various functions in the area would like to do a number of extra Medieval Fayres in Suffolk, Essex and Cambridgeshire – They would like to hold one on the Village Playing Field for two days 14 – 15 August – it will be funded entirely by themselves – they will run the fayre and give us a proportion of the profits - After some discussion it was proposed that we invite them to do two days – providing Maritime FC are happy - or on the Sunday 15 August. Cllr Moxey will liaise re bar, food and parking. Clerk to contact Maritime.

Proposed Cllr D Schumacher Seconded Cllr K Spicer All in favour CU

Action: Clerk to contact Maritime
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12. **To discuss Remote Meetings Survey** - Cllr Moxey told the meeting that this had been done.
13. **Spring Litter Pick 2021** - Councillors discussed having a Litter Pick but decided that it be deferred until next year – a lot of residents pick up litter anyway – make this an agenda item next March.
14. **Traffic Calming – SID Purchase – Road Markings Capel Road/Bergholt Road Junction – Signage Bergholt Road - Update** – A battery powered SID device has been ordered and we await delivery. Cllr Schumacher told the meeting he will run with it - how long batteries last and liaise with the Working Party (Cllrs Munday, Spicer, Schumacher & Bamford) to see where it will go etc.

Road Markings – SCC have confirmed dates for the road markings - these are dealt with by two different departments – We have had the following confirmation of works from SCC Safety &

Speed Management Engineer confirming that three work orders have been raised to renew centre warning lines from A12 slip road to outside 41 Highfields (east end of housing) – Bergholt Road/Capel Road – Renew “Give Way” markings including centre warning lines. – Old London Road Junction with Bentley Road – Renew “Give Way” markings including centre warning lines. These were all ordered on 14 December but contractor has up to 6 months to carry out the work ie to mid June this year. The following work has been confirmed for the other road markings which is being paid for out of Cllr Gordon Jones Locality Budget – LHB placed an order last week for the re-application of the 30 Roundels and SLOW markings. Ops have 14 weeks to deliver the scheme so should be around August although they will try to get it delivered earlier.

Signs Bergholt Road – Kill speed signs have been put on SID poles.

15. **Insurance Cover for Volunteers – Update** - Any volunteers working on behalf of the Parish Council should inform the Clerk. We have found out that a risk assessment should be undertaken for insurance purposes and anyone using machinery – hedge cutter – chain saws should hold a certificate. Clerk to check with Footpath Warden to see if he holds such a certificate.

Action: Clerk to check with Footpath Warden
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16. **Playing Field Society – Equipment on Playing Field** – Viridor bid was unsuccessful – this will be an agenda item at the July meeting – to discuss a way forward with full Council. **Drainage** – Terralift Treatment is being investigated. Signs and cycling on the field were discussed. **Maritime Proposals** – It was agreed to extend the lease to 2027/28 Season with fees to be set at £250 per annum.

17. **Neighbourhood Plan** – No further update since the Extra Ordinary Meeting held on 28 May 2021.

18. **To receive Correspondence** – The Clerk drew Councillors’ attention to the following E-mails – BDC x 4 Consultation Reg 16 Copdock & Washbrook, Active Travel Public Consultation, Tree Hedgerow & Wildflower planning – deadline extended (sent to Tree Warden) Bolton Bros Paper Bank Service ceasing – forwarded to Village Hall MC. E-mails x 4 from resident – Bentley NHP. E-mails x 2 Code DP, E-mails SCC x 4 re Deteriorated Road markings Quiet Lanes – e-mails x 3 SALC invoice for audit – Legal advice & face to face meetings - E-mails from Places4People re NHP – Jon Haines re bolts on slide and Cllr Moxey – Zoom meetings subscription cancelled.

19. **Exchange of information by Councillors and matters for consideration at future Meetings**
Cllr Moxey – There had been a lot of comments on Facebook regarding the cutting of verges – calling for No Mow May – also upset by the grass being left all over the place

18. **To Authorise Payments** - The following payments were authorised

101527	SALC	Annual Internal Audit	£238.80
101528	Babergh Dis Council	Litter dog bin emptying	£386.98
101529	Vivid Works	Re-painting Parish Council sign	£120.00
101530	Peter Baldwin	Grass cut/strim Closed C/yard	£140.00
101531	Fo Capel Library	Donation	£200.00
101532	Outdoor Bowls	Donation	£200.00
101533	Bentley Bluebells WI	Donation	£200.00
101534	Citizens Advice	Donation	£100.00
101535	MAGPAS	Donation	£100.00
101536	SARS	Donation	£100.00
101537	EACH	Donation	£100.00
101538	Applewood Acres	Donation	£100.00
101539	Mrs J Scott	Clerks Salary April	£520.00
		Minus tax	00.00
			£520.00
		Plus Expenses	£86.97
			<u>£606.97</u>

It was proposed that these be paid en bloc.

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

- 19. To confirm date of next scheduled meeting** –. Parish Council Meeting Thursday 1 July 2021 at 7.30 pm.

There being no further business the meeting closed at 9.10 pm.

CHAIRMAN:

A handwritten signature in black ink, appearing to be 'N Moxey', written over a horizontal line.

DATE: 1st July 2021