

# BENTLEY PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD ON AT BENTLEY VILLAGE HALL ON -THURSDAY 7 DECEMBER 2023 AT 7.30 PM

### Present

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

Also, in attendance - District Councillor Dave Busby, District Councillor Helen Davies, Tree Warden, Speedwatch Co-ordinator - 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 N Moxey, County Councillor Georgia Hall & Footpath Warden
2. To receive Declaration of Interest relating to Agenda items: - Non 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 2 November 2023 - The minutes were approved as a true record and were duly signed.  
Proposed Cllr M Bamford    Seconded Cllr K Spicer    All in favour    CU
5. Matters arising from the Minutes – All went well with Remembrance Service road closure – the draft budget is to be discussed this evening. A list of the worn road markings have been sent to County Councillor Georgia Hall – Rest covered by agenda items.

## Public Session

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

**District Councillor D Busby** - Chairman welcomed District Councillor Busby who told the meeting he had come because of the Brockley Wood application - he believed County Councillor Hudson would be attending the Committee Meeting on 19 December to speak. He was told that Bentley PC had not been informed of the date of the meeting by SCC and thanked him for forwarding the e-mail to the Clerk. He was informed of the telephone conversation the Clerk had received from the Chair of Copdock & Washbrook informing her that Bentley would have to share the 5 minutes with them (ie 2½ minutes each) – it says on the website 5 minutes for each parish – the Clerk had e-mailed SCC for clarification. There are two parishes involved so therefore should have 5 minutes each to speak. Copdock & Washbrook's issues are with the lorry route travel plan – Bentley do have issues with the travel plan but are very concerned about the concrete batching plant/gravel washing facility that is very near its boundary. It was pointed out that this is actually two planning applications – the gravel pit – which will go ahead but the batching unit etc is a different application. **Resident** talked about the noise report and the Site visit which is taking place on 15 December – a discussion followed on what action could be taken by residents/Council – District Cllr Busby told the meeting “anything you do is better than nothing”. He also advised getting County Councillor Hall involved. Cllr Bamford agreed to speak at the Committee meeting. The site inspection on 15 December is from 10.15 -12.15. District Cllr Busby was thanked for his help. The name re Community Land Trust is Rolfe Feakes.

**District Councillor H Davies** – Had sent her written report which has been circulated to Councillors **Appendix 2** in the Minute book. Briefing Notes for Town & Parish Councils for November had also been received – link on website.

**Resident:** He & his wife had discussed Former Woodview Nurseries Street Naming – they are going to name their house Woodview House and preferred Woodview Grove as the road name.

**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 –

<b>DC/23/03652</b>	Land East of Capel Road	Application for Outline Planning Permission (Access points to be considered, Landscaping, Appearance, Layout & Scale Reserved) Town & Country Planning Act 1990 (as amended) – Erection of 24 No dwellings (including 8 no affordable units & public open space) following removal of existing structures). <b>Re-consultation – Public Open Space plan &amp; revised Site Layout plan received 7-11-23</b>
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This application was refused by Babergh at the Planning Committee Meeting held on 29 November 2023.

<b>DC/23/05321</b>	Land Adjacent to Earlwood House, Capel Road	Construction of new access onto Capel Road
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**RECOMMEND APPROVAL**

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

<b>DC/23/05389</b>	11 Silver Leys	Erection of a single storey rear extension & front porch
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**RECOMMEND APPROVAL**

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

<b>DC/23/05475</b>	The Oaks, Capel Road	Application for works to Tree subject to TPO (BT172/T4). Proposal to reduce crown of Oak Tree (T1) by up to 2m
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**RECOMMEND APPROVAL**

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

<b>DC/23/05656</b>	Land at Grove Farm & Land East of the Railway Line	Construction of photovoltaic Solar Array, Ancillary Infrastructure, DNO Substation, Customer Substation, Grid Connection & Landscaping
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It was proposed that a public meeting be held as soon as possible regarding this application that had been received at lunchtime 7 December. -Clerk requested an extension until the January meeting which had been agreed by Planning. Village Hall will be contacted. -Care Suffolk – Samantha Maine

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

<b>Action:</b> Contact Village Hall re booking the hall
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Councillors were unable to make a decision on this application – received 7 December – as the documents have not been uploaded onto the website.

c) **SCC/0105/22B - Brockley Wood application** – See Public Session above.

7. **Report by Exception – Tree Warden/Footpath Warden/Capel Library/ Bentley Long Barn /Footpath Warden & Speedwatch - Tree Warden**–

Woodland Trust saplings (2021/22) are being used to gap up hedgerows in Bentley from late November 2023 to late February 2024. On December the 7<sup>th</sup> the TW help plant hedgerows at Whitehouse Primary School, Ipswich using Woodland Trust saplings. Hedge planting using Woodland Trust saplings is being carried along the eastern edge of the public footpath that leads from Church Road to Potash Lane, Bentley; in November to December 2024, a hedgerow will be planted along the western edge of this footpath. Two Walnut tree saplings are available, they are available at no cost. **Friends of Capel Library** – The new manager is Sarah Beard who has a wealth of library experience. The Warm Welcome initiative has returned for this winter: hot drinks are available to all visitors. The autumn quiz was a great success. The film for December 19<sup>th</sup> 2023 is 'Haunted Mansion'. AGM is on the 27<sup>th</sup> January 2024 (all welcome). February Half-term is for children to build a box (bird box, bug box, etc.) lead by the Ipswich Wildlife Group. Currently the FoCL is raising funds for a new library trolley. **Footpath Warden** – No report available. **Speedwatch** – Four sessions have been held since the last report. Although three had to be cancelled due to the weather. One at the Village Hall when 1 vehicle was reported and three on Capel Road when 54 vehicles were reported. The highest recorded speed was 47 mph. - one lady got caught twice 41mph in and 37 mph out. Traffic has slowed down this week due to the road works. - **Bentley Long Barn** – Cllr Bamford reported that the roof is deteriorating badly nothing has been heard from Babergh or Historic England following their site visit in 2021 – Clerk asked for their feedback on 9 July 2021! The Clerk to e-mail asking them to update us on their current involvement.

**Action:** E-mail Babergh & Historic England re Bentley Long Barn

8. **Collins Skiphire – Bentley Sign & what other measures can be taken to stop his lorries coming through the village -**

After some discussion on the skip lorries travelling through the village to access the A12 and A137 the sign was discussed - the sign is actually in Tattingstone. It was proposed that the Clerk write to Collins saying that Councillors were opposed to that sign but were not opposed to a sign that indicates Folly Farm. They would also encourage signage to get traffic out of the village.

Proposed Cllr A Thomas

Seconded Cllr D Jones

All in favour CU

**Action:** E-mail Collins Skiphire

9. **To approve Six Month Accounts April-September 2023** – The Clerk stated Bentley PC Financial Working party – Cllr Jones & Cllr Schumacher had a remote meeting to go through the accounts - Councillors had been issued with a copy of the Quarterly Receipts and Payments 2023/24 - Receipts for the 6 months for year 2023/24 amount to £24,740.95 this figure includes precept £14,500, VAT repayment £3,315.24, interest (£74.39), £1257.86 Tudor Fair (£757.56) Locality Case (£500) - Payment plus & £5,593.46 CIL monies. Total payments over the 6 months was (£16,339.23) which includes general admin £4948.40 this includes Clerks salary/expenses etc, grants under the power of S137 (£850.00) – S19 (£400) – S142 citizens Advice (£100), – grass cutting/leaf clearance – closed churchyard £450 – Lest we Forget Bench (£1,520) - Play Area/Gym equipment Inspection – (£140) Grass cutting Play Area (£100) – Dog & Litter bin Emptying (£438.10) & Training (Footpath Warden - (£485) – VAT £1414.33) **unplanned expenditure** – Mortimer Contracts – Installation of Litter bin & benches – War Memorial & Silver Leys (£1015.00) – Hedge Cut – (£100)- Six Walks Booklet (£465) & Clerk's Laptop & Accessories (£389.94) & Gotelee £666.67 re Play Area lease- otherwise payments are within budget. There were six uncleared cheques amounting to £1,772.36. (Applewood Acres £100 HiloPrint & Graphics (£36) Red Stag Training (£582), Bentley

Community Pub £500 HMRC PAYE £29.80 & CAS Insurance £524.56.) Current Account Balance at 29 September 2023- total £25,499.02 – Family Fun Day Tracker Account (£5,902.78) which includes firework accounts and Parish Council Tracker account £9,767.04. It was proposed that the accounts be accepted.

Proposed Cllr B Feltwell      Seconded Cllr K Spicer      All in favour      CU

10. **To consider Grant Applications for insertion into the Budget** – Applications had been received from Bentley Outdoor Bowls, Bentley Bluebells WI, Friends of Capel Library Tuesday Club, Headway & Citizens Advice. £200 was proposed for the Clubs and £100 for Headway and Citizens Advice – these amounts to be put in the budget.

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

Action: Advise Clubs

11. **To Review & Agree Draft Budget** - Cllrs had been issued with a copy of the proposed Budget – & 8 month accounts - the Finance Working Party had gone through the budget with the Clerk via a Zoom meeting and were happy with the projected figures – The Clerk explained at the moment there are no specific projects in the budget but there is a £5K contingency. Training in the projected figures was higher last year due to Footpath Warden’s chain saw training. We have not been charged for the NHP Referendum which was in last years budget figure. Any large project will come under CIL (PIIP) - Admin Costs amount to £11,045 - Grass cutting £2,140.00 for closed churchyard. Projected end of year costs for this year include Gotelee’s fees re School Playing Field & copse & £1,617.00 for half payment to the School for the Capel Road Fence. - Bank Statement Balances for 8 months –Current Account £20,829.44- Parish Council Tracker Account £9,767.04 and Family Fun Day Tracker Account £5902.78 (£1,142.41) is to be transferred to Current Account – Cost of gazebos & tables etc ). It was recommended that the Precept be uplifted this year – it has not been increased for at least 5 years. Councillors will vote on the budget and Precept at the January meeting.

12. **To discuss Affordable Housing** - The Chairman told the meeting that the Parish Council had been trying to get a small development of affordable houses in the Village for a number of years – The Housing Enabling Officer has confirmed there is still a need for affordable houses as there are people on the Housing Register with a connection to Bentley, so do we as a Parish Council want to continue to look for a site in the Village. A discussion followed and it was agreed that this project should be undertaken by a Housing Association. It was therefore proposed that Hastoe be contacted to consider a potential site and if we would need a further Housing Survey.

Proposed Cllr M Bamford      Seconded Cllr M Munday      7 in favour      1 Abstention

Action: Contact Hastoe

13. **To ratify agreement for cost of fence & gate posts** - For safety reasons it had been agreed that Bentley Parish Council would pay half of the cost of the Goddard Fencing quote (£1,617) and it was proposed that this amount be ratified.

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

14. **Parish Infrastructure Investment Plan (PIIP) – To discuss suggested items** – Deferred until January meeting when Cllr Moxey is back.

15. **To discuss Street Naming – Former Woodview Nurseries** – Resident not happy that he had not been consulted (see Public Session above) – Councillors proposed the names Woodview House and Woodview Grove following the letter received from Babergh re Street Naming & Numbering. It was pointed out that Paragraph 2 in the letter *Plot 4 also having the name Woodfield Place* might cause some confusion. Clerk will inform Babergh.

Proposed Cllr B Feltwell      Seconded Cllr K Spicer      All in favour      CU

Action: Clerk will contact Babergh

16. **Protection of Trees in Bentley- Update** - Defer
17. **To discuss 20s Plenty Campaign** - Cllr Jones told the meeting that nobody thinks this is a bad idea. We need to vote on the Motion regarding 20s Plenty Campaign – Clerk will re-send to Councillors and an agenda item will be added to the January agenda – Vote on the Motion. A discussion followed on road safety & weight restriction – Cadent remarked that in technical terms the road is not of a sufficient standard to take heavy goods vehicles. It was therefore proposed that we apply to Suffolk Highways for a weight restriction.

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

18. **Renewal of Play Area Lease/School Field & Copse – Update** – Cllr Feltwell told the meeting that Suffolk County Council are very receptive and a cheque for Gotelee Solicitors (£1,746.41) for legal fees needs to be approved tonight. We then need to wait for SCC to sign off the paperwork – the omens are good. It was proposed that the cheque be approved.

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

19. **Improvements to War Memorial - Working Party to maintain area around War Memorial – Update** - It is being maintained . Take off agenda.

20. **Traffic Calming – SID data – ANPR – Update** - SID data has now been downloaded and sent to Councillors. Figures show that speeds in Bergholt Road were much lower compared to the rest of the village so the SID will be moved back to Highfields. Clerk had chased SCC re ANPR and was told it will be a while yet the next rota for Feb-May is focusing on parishes that are still awaiting their first ANPR visit .A note has been made of our request and Bentley will absolutely be put on the next Rota in June.

21. **Playing Field Society- Maritime – Grass Cutting -Update** – Jon Haines is happy to undertake the cutting of the Play Area grass at £100 pa. Tree Warden told the meeting that the perimeter of the field needs another cut – Ray Bloomfield had done it earlier in the year – Clerk wasn’t sure if she had thanked Ray so will check. Maritime pay Vertas for cutting the field – they will be approached re a rough cut of the perimeter.

22. **To receive Correspondence** –The Clerk drew Councillors’ attention to the following E-mails. E-mails – SCC x 3 acknowledged receipt of Brockley Wood response/ ANPR Bentley will definitely be on the June rota/ Footpath 63 amendments have been made to the stile. Babergh x 4 Invitation to participate in consultation on local listed building consent orders/BMSDC precepts./ Media Release – Call for land to support nature recovery/Litter & Dog waste emptying Service. 1 x Suffolk Police – New Policing Model, 1 x Collins Skiphire Bentley Sign. Residents x 4 Stile on Footpath 63/Naming of new house at Woodview Nurseries/SID Bergholt Road battery/Fruit Farm – 1 x Chair Copdock & Washbrook PC re Brockley Wood application- 1 x Village Hall AGM 18 January – Hall charges will commence 1 April 2024 – 1 x Maritime re cutting grass in Play Area – 3 x grant requests. The Clerk was asked to write to Angela Ross who had very kindly wired all the crosses and wreaths on the War Memorial so they didn’t get blown away.

Action : Clerk to write to resident
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23. **Exchange of information by Councillors and matters for consideration at future Meetings** – **Cllr Feltwell** - Had received comments from several users of mobility scooters regarding the damaged pavement from the Baptist Church to the pub. This had been reported to SCC via their Reporting Tool some months ago but they didn’t feel it needed attention at this time. The meeting was told someone had had an accident but didn’t have any details Clerk will e-mail County Councillor. – **Cllr Wheals** – Asked for permission to clean the bus shelter.

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

101719	SLCC	Clerks Membership	£144.00
101720	Gotelee	Completion Statement	£1,746.41
101721	HMRC	Clerks Tax	£29.80

101722	Mrs J Scott	Clerks Salary – November	£572.43	
		Minus tax	<u>-£29.80</u>	
			£542.63	£642.40
		Plus, Expenses	<u>£99.77</u>	
			£642.40	

It was proposed that these be paid en bloc.

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

. **To confirm date of next scheduled meeting** - Thursday 4 January 2024.

There being no further business the meeting closed at 9.45 pm.

**CHAIRMAN:**

**DATE:**