

BENTLEY PARISH COUNCIL

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MINUTES OF THE PARISH COUNCIL MEETING HELD AT BENTLEY VILLAGE HALL ON THURSDAY 4 MARCH 2010 AT 7.30 PM

Present Cllr J Orr - Chairman Mrs J Scott – Clerk Cllr R Feltwell Cllr K Wheals
 Cllr C Cripps Cllr R Goodwin Cllr R Perkin Cllr P Rayment

Also in attendance: -. County Councillor David Yorke-Edwards, District Councillors J Hinton and M Miller - 14 members of the public

1. **To record apologies for absence:** – PCSO Denise Ford
2. **Police Report** – PC Gary Austin stated that there were no reported crimes in Bentley for February and overall crime is quite low in the area. Two things that are causing concern are domestic heating oil (he urged parishioners to check their oil levels regularly) and metal. The other problem is churches thieves are stealing lead but doing a great deal of damage to the roof. He gave the Clerk a Community Speedwatch Briefing Pack giving information on speed guns etc – this will be circulated to Councillors before the next meeting. He was asked if Capel Police Station was closing down and he stated categorically this was not the case but it would be manned in a slightly different format ie hubs in five or six key locations – each area will have an allotted number of police officers. He was asked about speed guns and CRB checks which the force pays for - he was asked about the new system for CRB which is up to £68 per person he will find out and let Clerk know. Usually there is a minimum six volunteers.
3. **To Receive Declarations of Interest Relating to Agenda Items:** - Councillor Goodwin declared a personal interest in Agenda item 11 - Code of Conduct Complaint – Reference 20218.
4. **To approve the minutes of the Parish Council Meeting – Wednesday 4 February 2010 -**
The minutes were approved as a true record and duly signed by the Chairman.

Proposed: Cllr P Rayment Seconded Cllr C Cripps 6 in favour 1 abstention
5. **Matters arising from the minutes –Page 515 – Item 5 Matters arising** – Station Yard Garage – still not received planning decision with conditions. Flooding Case Lane – e-mail from Parishioner – agenda item **Page 516 – Public Session** – Black bin liners have been collected – pothole Bergholt road reported. **Page 518 item 10** – Clerk sent Sgt Scanlan’s letter to Mr Ingham, Mrs Anderton and Cllr Wheals – two more possibilities – have e-mailed Clerk at East Bergholt to see if anyone there is interested- agenda item at the next meeting **Page 518 item 11** - Advice is that the investigation is strictly private and confidential – once the decision notice is received it is in the public domain. **Page 519 item 12** - Clerk acknowledged the letter on 26 January. **Page 519 item 13.** 13 May for Annual Parish Council meeting has been confirmed with Mr Blackmore. **Page 520 item 17** – Suffolk ACRE & BDC have been thanked and have got a list of housing partners and info will be sent to Councillors - **Page 520 item 19** – written to SCC to accept quote **Page 521 item 21** – meeting with Monitoring Officer took place on 3 March 2010.

Action: – Representative - Safer Neighbourhood Priority Setting Meeting - agenda item

Before the public session commenced Cllr Goodwin asked Councillors if items 12 -19 on the agenda could be discussed first. Councillors were in agreement.

Proposed: Cllr R Goodwin Seconded Cllr B Feltwell All in favour CU

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Public Session – Meeting adjourned

County Councillor David Yorke-Edwards stated that he had nothing to report. The Chairman thanked the County Councillor for his memo on the waste disposal unit at Great Blakenham but was still worried about the spare capacity – he was told it would not be cost effective to bring it from London to Gt Blakenham. He thanked SCC for their prompt action in filling in the potholes but stated that they were beginning to crumble – these are only temporary repairs.

District Councillor Miller reported that Babergh District Council had a budget meeting last week where the budget was passed. Car parking charges after the third hour in Hadleigh and Sudbury were discussed.

District Councillor Hinton reported on proposed works at Pin Mill – quite a lot of money tied up in this they are hoping to attract more Thames barges – Haven Gateway have put up most of the money. Strategic housing availability was also discussed - 7,000 new homes in Babergh area between now and 2021 – initial indications are we have got land available – 2016-2017 will be appearing on Babergh District Council website soon – this does not mean it will be developed it still has to go through the Planning Department. He also discussed the parking charges after 3 hours - people who work in Hadleigh and Sudbury will be paying the charges after the first three hour period.

Mr Ingham remarked on Agenda item 11 – he hoped that the Decision Notices would be published on the notice boards and websites (as the last ones had) and said it would be an opportunity for the Parish Council to demonstrate clarity and transparency.

Mr Doolan asked about the area at the junction at Bergholt Road – Cllr Orr told him it had been mentioned to SCC about clearing it and he could not give us an answer but would go back to look at maps. He also asked about the litter bin – Clerk has written to Mr & Mrs Eley for their permission to site it at the entrance to Holly Wood. Mr Doolan was also concerned about the leaves on the footpaths by the side of the pub. The Clerk will contact Suffolk County Council regarding sweeping of pavements.

Mr & Mrs Willis were concerned about dog fouling on footpaths – Case Lane, Potash Lane and at the Primary School. Clerk to obtain notices from Babergh and to send a notice to the Bentley Bugle reminding dog owners it is an offence.

Action: Notice for Bentley Bugle - Obtain notices - dog fouling – leaves on pavement

The Chairman reminded parishioners that if they wanted to interrupt the meeting they needed to put up their hand and wait for a response from the Chairman.

- 6. Item 12 on the agenda – To discuss Case Lane Flooding** - Cllr Goodwin proposed that the Clerk get 3 quotes to flail the hedgerow so that we can get to the ditch and we put the work in hand and ratify it at the next meeting. He felt the situation had been going on long enough. SCC is short of money and the Parish Council may have to contribute. The Chairman and the Clerk were not happy with this proposal and it was proposed that the Clerk obtain three quotes (B F Maintenance, A Smith Grass Services and Mr D Baker) and an extra ordinary meeting will be called to accept one quote.

The meeting closed on a nodded agreement - Mr Alan Cribb stated that this seemed fairly urgent and with Council's approval he would approach Mr Baker.- The meeting reconvened

It was proposed that Council accept Mr Cribb's kind offer to contact Mr D Baker.

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Proposed: Cllr R Perkin Seconded Cllr R Goodwin All in favour CU

The second proposal was that the Clerk get three quotes and a special meeting will be called to accept the lowest.

Proposed: Cllr R Perkin Seconded Cllr R Goodwin All in favour CU

Action: Cllr Goodwin to inform Clerk of work required – get 3 quotes

7. **Item 12 on agenda – To discuss purchase of NALC Topic Notes** – It was proposed that a full set of hard copy NALC Legal Topic Notes with electronic copies on a CD from SALC be purchased for £37.00.

Proposed: Cllr R Perkin Seconded Cllr K Wheals All in favour CU

Action: Clerk to order NALC Topic Notes

8. **Item 14 on agenda – To authorise renewal of website domain name** - Cllr Feltwell explained that this was the renewal of domain www.bentleypc.org.uk which is the nationally recognised Domain for Parish Councils. The renewal cost is £6.00 for two years. www.bentleypc.org.uk is used to link to the Bentley Parish Council web site. www.bentley.suffolk.gov.uk run for us by Mike Anderton and hosted by Suffolk County Council. The OneSuffolk site www.onesuffolk.co.uk/bentleypc lists all parish councils so we use the domain name to provide an additional link our only web site namely – www.bentley.suffolk.gov.uk. It was proposed that www.bentleypc.org.uk be renewed for the next two years.

Proposed: Cllr R Goodwin Seconded Cllr K Wheals All in favour CU

9. **Item 15 on agenda – Parish Council Notice Board** - Cllr Orr informed the meeting that he had made enquiries about getting work done on the notice board and to complete the job with a nameplate on the top. Maintenance work on the locks to provide and fix stays to the three doors and to provide and fix two oak buttons to one of the sections of the board to enable public access. The Clerk is to ask Mr Cooper's opinion on the condition of the board and what might have to be done in the future. - The meeting closed on a nodded agreement

Mr Ingham stated that it needed escutcheons for the keyholes - The meeting reconvened.

Action: Clerk to contact Mr Cooper regarding maintenance and escutcheons

10. **Item 16 on Agenda – Play equipment Working Group** - Cllr Orr stated that the group were planning to meet to resolve some of the issues raised by the Village Hall Management Committee - equipment, associated cost and square meters required to house it but it had not been possible to meet before this Parish Council meeting. They need to go back to the VHMC or find other suitable sites for this equipment.

11. **Item 17 on Agenda – Highway Issues** - Speed Gun – It was proposed to start looking for volunteers – minimum of 6 –and the Clerk was asked to put a notice in the Bentley Bugle asking for volunteers - This will be an agenda item at the next meeting.

Proposed: Cllr R Goodwin Seconded Cllr K Wheals All in favour CU

Action: Notice in Bentley Bugle for volunteers – Agenda item

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Meeting with SCC – SCC agreed that this was a difficult junction and was not sure how things could be resolved. It had flooded again and it was agreed that Cllr Goodwin would meet with SCC for advice about what needs to be done – there were also flooding issues at Hazel Shrub and Grove Road. Cllr Goodwin will arrange to take SCC on a tour of the flooding sites in Bentley. - The meeting adjourned on a nodded agreement

Mr Cribb stated there were two areas - Church Road - opposite the Gospel Hall and outside the entrance to the playing field – the soakaway is not big enough to cope - The meeting was told that if it drains within 24 hours then it is acceptable. The ditch that runs down Church Road needs clearing – it was thought that was the farmer’s responsibility. Clerk will contact SCC on this matter and also try and find out whose responsibility it is to clean pavements.

Action: Find out about ditch in Church Road – Cllr Goodwin to contact SCC

The meeting reconvened

12. **Item 18 on the agenda – Action Plan Update – Local Homes for Local People – To form Working Group to meet Housing Associations** - Cllr Orr stated that during conversations with Babergh District Council and Suffolk ACRE having established a need the next step is to arrange to meet housing associations – originally there were five but now they recommend three – some parishes have a working group and he asked Councillors if they wanted a working party with people from the village to meet the three and suggest one. After some discussion it was proposed that a meeting be held with the Parish Council for the three housing associations to give their presentations.

Proposed: Cllr R Perkin Seconded Cllr P Rayment 6 in favour 1 abstention
Cllr R Goodwin

Action: Clerk to arrange meeting

13. **Item 19 on the agenda – School Travel Plan Update** - The slopes in Church Road – SCC Technical Officers are looking at services below the slopes but there is now a problem with the gradient level which will need the co-operation of the owners. This has gone from a minor job to a very expensive one. We wait to hear from SCC. This will be reported on next month – Mr Anderton is being kept informed of the situation.

14. **Item 6 on agenda - Planning Applications –**

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

B/09/01361/FHA Bentley Hall, Bentley Hall Road, Bentley **Permission has been granted**

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

B/10/00742/FHA The Cottage, Grove Road, Erection of two storey extension Bentley

Recommend Approval

Proposed: Cllr K Wheals Seconded Cllr P Rayment All in favour CU

15. **Item 7 on Agenda - To receive report from Footpath Warden** – Mr Cribb reported that further to his report at the last meeting the necessary posts and signs for Footpath No 1 have been received and the work will be done by the Society by the end of March. The Programme

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of walks for this year has now been completed and will be issued shortly – The first walk is this Sunday to Polstead meet at the Village Hall 2.15 p.m – 4-4½ miles. Footpath way – sign broken – yellow sticker should replace arrow indicator - Cllr Orr mentioned e-mails from Riding School regarding some walks that had been used for years – it was felt the PC should be supporting it and make it an agenda item

.The meeting closed on a nodded agreement - District Councillor Miller understood there to be two issues – shooting taking place next to a public footpath and unofficial tracks and paths that have been walked on for as much as 30 years,

Mr Cribb mentioned the proposed footpath alteration – BDC are clearing up outstanding objections. The meeting reconvened.

Action: Agenda item Shooting next to public footpaths and unofficial paths

16. **Item 8 on the Agenda - To receive report from Bentley CEVCP School** - Cllr Rayment reported that on Tuesday 13 February the elder children spent the day at Dance East in Ipswich they were given a tour by John Lyall the architect - his children attend Bentley Primary School. They had a dance lesson in the morning and after lunch a walk around the actual building. The younger children are doing a multi skill sports session each Tuesday.

17. **Item 9 on the Agenda - To receive report from Tree Warden** – Mr Hawes reported that the trees mentioned in his last report had been replaced on Silver Leys and it has been ascertained that the dead oak belongs to Mr Don Baker and is in hand.

Cllr Orr apologised to Mr Ingham and Neighbourhood Watch for keeping them so long after putting them higher up on the agenda.

18. **Item 10 on the Agenda - To receive report from Neighbourhood Watch** - Mr Ingham stated there was nothing more to add to the Police report. . There had been a cluster group meeting and Mrs Anderton was sending a report to the Clerk. The meeting closed on a nodded agreement. No Cold Calling Zone is an extension of the Neighbourhood Watch - it is up to the Parish Council to ask for it – Mr Ingham suggested the PC ask Gary Austin for details and make it an agenda item at the next meeting. The meeting reconvened.

Councillor Goodwin left the room

19. **Item 11 on the Agenda - To discuss Code of Conduct Complaint- Reference 20218**- Cllr Orr told Councillors they had to decide what they wanted to do regarding the decision notices for this complaint bearing in mind the notices for the previous complaint had been published on the notice board and website. The previous complaint had been against the Council and this one was against a Councillor. He stated that the advice received was that it was strictly private and confidential until the decision notice is issued – once that has been done it is in the public domain. We were also advised that it is not necessary for the Parish Council to publish these notices as they are in the public domain at BDC. After some discussion Councillors felt that each complaint should be treated on its own merit and that this did not create a precedent. Because this complaint is against an individual Councillor, Councillors wished to acknowledge it but not publish the notices. It was therefore proposed that Code of Conduct Complaint reference 20218 decision notices will not be published on the notice board and website by the Parish Council

Proposed: Cllr P Rayment Seconded Cllr K Wheals 4 in favour 2 abstention

It was also proposed that any subsequent complaints will be dealt with on an individual basis.

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Proposed: Cllr P Rayment Seconded Cllr K Wheals 4 in favour 2 abstentions

Cllr Feltwell felt that it should be recorded in the minutes that there has been no breach of the Code of Conduct in either of the two complaints – the decision notices do not make that very clear.

Cllr Goodwin returned to the meeting

20. **Playing Fields Committee Update – Meeting 2 March 2010 – 7pm** - Cllr Rayment informed Cllr Orr that it had been decided to have another meeting at 7 pm before the next Parish Council meeting in April - Three items for discussion volunteers, speeding and flailing. Cllr Goodwin will inform the Clerk of the actual work to be done so three quotes can be obtained.

21. **To receive Correspondence** - The Clerk drew Councillors' attention to an e-mail from County Councillor Yorke-Edwards re Waste Disposal discussed in public session – Confirmation of grass cutting quote. A letter from BDC - Spring Clean Suffolk – Cllr Wheals asked for this to go on Notice Boards as there is information of the free surrender of old cars and also be an agenda item at the next meeting, an e-mail from BDC re minutes – Cllrs have all been given a copy of this e-mail Invoice for dog and Litter bin charges Year 2009 to be passed for payment at tonight's meeting - the Clerk drew Councillors' attention to the fact that these charges – now invoiced annually- the invoice was late last year so there are two charges in this year's accounts and a letter from Disabled Advice Bureau – Requesting donation. Late Correspondence - an e-mail with photographs from Mr Paul Willis re flooding in Case Lane and a memo from SCC re road closure A1214 Pinewood 7/8 March

Action: Spring Clean Suffolk – agenda item

22. **Exchange of information by Councillors and matters for consideration at future meetings** –Cllr Feltwell wanted to record the statement regarding clarification that Bentley Parish Council only has one website - a former Chairman of Bentley Parish Council writes that Bentley Parish council control two free community websites which are 'maintained' by two different webmasters. The 'Official' website was obtained in 2000 whilst the 'Domain Name' and the 'Onesuffolk' website were obtained in 2008. This is an incorrect statement. He asked the Clerk to write and ask for this to be corrected.

Action: Clarify information

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

100823	Dog and/or Litter bin charges January 2009 – December 2009		£181.74
100824	Clerk - January	Salary	£323.08
		Expenses	£42.81
			£365.89

It was proposed that these be paid en bloc.

Proposed: Cllr R Perkin Seconded: Cllr R Goodwin All in favour CU

21. **To confirm date of next scheduled meeting** – Thursday 1 April 2010 at 7.30 pm. – 7.00 pm – Playing Field Committee Meeting. The meeting closed at 9.30 pm

The meeting closed at 9.29 pm

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CHAIRMAN:

DATE: