

# BENTLEY PARISH COUNCIL

## NOTES OF THE PUBLIC MEETING ON AFFORDABLE HOUSING HELD AT BENTLEY VILLAGE HALL ON THURSDAY 4 FEBRUARY 2010

Councillor Joe Orr welcomed 12 members of the public and **Ian Tippett** – Strategic Housing Manager – Babergh District Council - main role to bring forward new affordable housing and **Louise Wilby** – Rural Housing Enabler – Suffolk ACRE - main role to encourage and help Parish Councils and Local people with the development of rural housing by providing advice and assistance on local housing needs surveys and how to progress the development of local needs housing schemes.

Ian Tippett reported that Babergh had brought forward over 30 local needs housing schemes in the district, 24 of which were on exemption sites (outside the village envelope) which can only be approved for development if they are going to be for affordable housing for local people in perpetuity. Affordable housing is only likely to be on exemption sites or on land owned by BDC. (They don't own any land in Bentley).

Louise Wilby thanked the Parish Council for commissioning the survey which was delivered to all homes in Bentley by volunteers in July 2009. 150 were returned (44%) and summarized the results. Which indicated a total scheme of 8-10 homes.

Pam Lovell stated she was not against the scheme but asked where the development would be placed. Several people had not completed the survey because they wanted to know the location. She was told that the Parish Council had established a need in the village for a scheme - Parishioners may have suggestions for a site – some may be suitable some may not. It is not going to be a massive development. Mrs Doolan asked what was classed as an exemption site and was told it was a piece of land which is outside your village envelope which is not normally available for development but certain planning restrictions can be lifted. The landowner may be willing to release land for housing at a reduced price. Planning permission is tied up to Section 106 agreement..

Pam Lovell asked if Babergh owned any land in Bentley – answer was no. She also asked if the perpetuity shared ownership/rent would be infinitum. This was confirmed and would be a condition of the Section 106 Agreement. If two properties become vacant what happens then. For rural exceptions or local needs housing schemes the local connection eligibility criteria detailed in the legal Section 106 agreement relating to the scheme will be referred to when any vacancy is advertised. Only applicant with a local connection to Bentley will be allowed to bid through the Choice Based Lettings Scheme (Homechoice). Where there is no applicant with a local connection to Bentley available then parishes which join Bentley eg Capel would be considered. Bentley has a higher than average percentage of elder people would they be able to downsize? These scheme is for affordable housing for younger people the Parish Council might want to consider another development for older people at a later date.

How does the allocation work? Same as BDC list – put in bands. Applicants are banded under Choice based letting system - only those applicants with the right connection to the village could be considered.

What is the next stage? Mr Tippett told the meeting the Parish Council should discuss the report and if there is a proven need – then the PC to decide if they want to meet this need. A Partnership with BDC (Ian Tippett) and Suffolk ACRE (Louise Wilby) would be formed. We would also need to get on board Housing Association Partner (BDC had 5 preferred ones ). The PC would select 2/3 housing associations. He recommended holding a public meeting where the Housing Association will give a presentation and agree on the number of units. Where are they going to go? Identify site or sites that might be suitable — the sites will be prioritized and they will report back to the Parish Council. The land owners are approached The housing association will talk to landowners and only buy enough land to accommodate the dwellings. Their architect will draw up plans which will be shown to the Parish Council and if they are happy then a village information day is arranged everyone is invited, the plans will be on show – from about 3-7pm so a wide range of people can come. Any

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comments are taken on board –the next step is to submit a formal planning application – if it is approved BDC would work with the Housing Association and Bentley. The development would take about 10 months and well before completion the Choice Based Letting System will be letting the properties. The Parish Council needs to remind everybody to apply but is not advised to be part of this process.

The Chairman thanked Louise and Ian for their time and effort. The public meeting closed at 7,40

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

**Present** Cllr J Orr - Chairman                      Mrs J Scott – Clerk                      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 - 21 members of the public

1. **To record apologies for absence:** – Cllr R Feltwell
2. **Police Report** – PCSO Denise Ford reported two crimes in Bentley in January 2010 - Minor road traffic accident - Church Road -between car and bike resulting in car driver damaging bike by kicking it. Capel Road – Damage to vehicle (drivers window smashed) which was left parked securely at village hall car park. No entry gained, nothing stolen. She urged people to remember to keep their car locked at all times and not leave valuables on display.
3. **To Receive Declarations of Interest Relating to Agenda Items:** - Councillor Goodwin declared an interest in item 11 and Cllr Orr 6 (b) Planning application – Wilmington, Capel Road, Bentley.
4. **To approve the minutes of the Parish Council Meeting – Wednesday 6 January 2010 -**  
The minutes were approved as a true record and duly signed by the Chairman.

Proposed: Cllr P Rayment      Seconded Cllr R Perkin      All in favour      CU

5. **Matters arising from the minutes – Page 510 Matters Arising** – Cllr Orr reported on to talk about the Planning application for Station Yard at Babergh District Council. He was surprised to hear a Councillor from a neighbouring authority say “well its only the Parish Council, local residents and local highways opposing this application” **so** the development behind the Station Garage will go ahead but with conditions. Officers recommended rejection there will be other tests and Cllr Orr asked the Planning officer to keep us informed. He thanked District Councillor Miller for attending and speaking on behalf of Bentley. **Page 510 - Matters Arising** Cllr Goodwin stated he had met with Suffolk Highways and the farmer regarding flooding at Case Lane they are going to put overflow pipe with soakaways into the ditch – Highways will do it provided the hedges and undergrowth are cut back, Agenda item at the March meeting. They also looked at other areas of flooding by the school in Church Road the outlet goes into a hole which also needs ditching out as it gets silted up. **Page 511** – the pothole has collapsed (Clerk wrote note of thanks to SCC) The Chairman thanked Ann Ratford for reporting it to SCC and getting it filled in again. **Page 512 item 12** – Decision notices were displayed on the notice boards and website. **Page 512 item 12** – Letter sent to Village Hall Management Committee – a response from them passed in the post – agenda item 17 – Clerk sent a letter of acknowledgement – 26 January. **Page 512 item 17** Playing fields - quotes received for grass cutting.

**Action: Case Lane Flooding – agenda item**

Public Session – Meeting adjourned

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District Councillor Miller talked about the planning meeting – Station Garage – another big shed a bit larger than the original one has been approved for the site. Should hear about Local Government reorganisation next week. BDC talking about whether there would be elections in 2010 or 2011. If Unitary does not go forward there is a possibility of working with other councils especially Mid Suffolk. The budget has two more stages – committee next Thursday and then the budget at the end of the month. There is still a shortage of money and car park charging in Hadleigh and Sudbury - £1.50 after three hours – has been considered. District Councillor Miller informed the meeting he had moved house and Councillors had been given his new address.

District Councillor Hinton stated that Michael Miller had covered nearly everything on at Babergh – should hear about local government reform next Wednesday. He thinks it will probably be dropped. BDC still looking to make savings re budget. Highways Agency – road improvements £120 million is available to spend on A12 but no proposals have come forward yet. No new plans about Copdock interchange.

County Councillor David Yorke-Edwards also talked about reform of Local Government there has been a tremendous amount of time spent over this and a lot of money. Suffolk County Council have progressed with the Council Tax and agreed the lowest ever Council Tax increase of 2.4% for 2010/11 in a difficult financial climate. On 18 January Bentley School Council visited Endeavour House and were fantastic. Finally, there is still money in his Locality Budget and he would be delighted to receive an offer to help spend it.

Cllr Orr stated that he would take comments on agenda items first and then items to be raised

Agenda item 12 - Ms Lovell asked for the letter to be read out –Cllr Orr said he would not read out the letter but try and clarify the position during the discussion on the agenda item.

Mrs Doolan reported that the five black rubbish bags had still not been picked up. – Clerk to chase again.

Cllr Orr asked if BDC joined together with Mid Suffolk what role would electors have in that process? Do we get to vote on it? District Councillor Miller stated it does not require consultation with residents to create joint service delivery (as we did with refuse collection) and there would still be separate Councils with elected members as now. If we set up joint teams somewhere like Ipswich there would still be points of presence such as the Council offices in Hadleigh where residents could go to discuss issues. Whilst at some time further into the future there may be value in joining up two or more Councils, this would require primary legislation and there would then be consultation.

Cllr Orr also asked about the incinerator at Great Blakenham which was only going to take Suffolk waste – rubbish is being transported in from London. County Councillor will investigate and let us know.

Pothole at the entrance to Bergholt Road and sign Church Road and Highfields need replacing.

### **Action: Report pothole and signs and 5 black rubbish sacks & sign**

Mr Ingham - Agenda item 11 – suggested that in future the complaint number be put on the agenda and requested that the three documents - Decision Notice, a Notice of Dissatisfaction and finally a Notice of Satisfaction be displayed on the notice boards and website. Cllr Orr stated that we do have to be careful regarding confidentiality and should verge on the cautious. He took Mr Ingham's point and said his request

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would be considered under the appropriate agenda item.

## 6. Planning Applications –

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

**B/09/01335/FUL** Dodnash Priory Farm, Hazel Shrub Road, **Permission has been granted**  
Bentley

Cllr Orr left the meeting and Cllr Rayment took the chair and signed the Declaration of Acceptance of Office form

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

**B/10/0030/FHA** Wilmington, Capel Road, Bentley Erection of rear conservatory and front porch – construction of 2 no dormer windows on front elevation and 2 no dormer windows on rear elevation in connection with conversion of loft into additional living accommodation

#### **Recommend Approval**

Proposed: Cllr R Perkin      Seconded Cllr C Cripps      All in favour      CU

Cllr Orr returned to the meeting and Cllr Rayment stood down as Chairman

**B/10/00045/FHA** Cedar Cottage, Bergholt Road, Bentley Erection of two storey extension with converted loft space and erection of porch (following demolition of existing single storey extension)

Two Councillors had not seen the plans so Cllr Orr suggested the meeting hear the Footpath Warden's report to give the time to study the plans and then they could be voted on -

#### **Recommend Approval**

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

## 7. To receive report from Footpath Warden – Mr Cribb apologised for missing the last two meetings and asked about footpath reported for clearance – it was established this was the footway on Capel Road. He had met the Rights of Way Officer about footpath Number 1 and walked the first part which they were unable to do last year – it is now a permissive path – one direction post needs to be re-sited and Footpath Society will do this. At the AGM the committee were re-elected en bloc and the programme for 2010 will be arranged in the near future. Clearance of two paths – Case Lane and Earlwood have now been cleared. The walk in November was cancelled due to the weather. The last walk to Holbrook was the only one that the rain came down and in all it had been a very good year. Cllr Orr congratulated Mr Cribb on his re-election as Chairman.

The application on Cedar Cottage was voted on – see above.

## 8 To receive report from Bentley CEVCP School - Cllr Rayment reported that it was a quiet half term at the school. Stage 2 elder children are studying electricity in science with the expertise of Mr Colin Hawes. Key Stage 1 re learning about and health and food and are making fruits out of paper clay.

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9. **To receive report from Tree Warden** – Mr Hawes reported four points He had notified Babergh District Council of Oak tree blocking vision of the footpath sign at the junction of Link Lane and footpath 63. Damage to the Cedar on Silver Leys green – 6 -10 branches came down under the weight of ice and have been cleared away and the tree tied but there has been no action as yet on the Oak tree.. Message received from Babergh regarding tree planting for 2010 - two damaged Maples on Silver Leys to be replaced. Mr Hawes was told BDC were doing a survey on Dormice regarding the Station Garage application – he stated that this had already been done by Suffolk Wildlife Trust.
10. **To receive report from Neighbourhood Watch** - Mr Ingham stated there was nothing more to add to the Police report. The Clerk had received an e-mail from Suffolk Constabulary regarding Safer Neighbourhood Panel which asked for a representative from each Council Ward to represent the village within the area in conjunction with the other village within the Dodnash Ward.(East Bergholt). She wondered whether Mr Ingham might be interested and asked if she could send him a copy of the e-mail. Mr Ingham agreed to look at it.

**Action: Clerk to send letter to Mr Ingham**

Councillor Goodwin left the room

11. **To discuss Code of Conduct Complaint** - Cllr Orr explained to Councillors that because of the confidential nature of this case (reference 20218) only he and the Clerk had seen all the paperwork – Councillors had only been given the final Notice of Satisfaction He reminded Councillors the last complaint had been against the Council and they had agreed the decision notices would be published on the notice boards and website, This complaint was against an individual Councillor – do we want to publish it? Cllr Perkin proposed the notice be put on the notice boards and website but after some discussion there was no seconder.

The meeting closed on a nodded agreement

Mr Ingham stated the last decision had been published and he could see no difference as these were both complaints and copies of the three notices could be obtained from Babergh District Council they were in the public domain and should be treated the same as the previous complaint.

The meeting reconvened

After a great deal of discussion Councillors could not agree. Cllr Cripps thought that Councillors should see all the correspondence before a decision was made and proposed deferring the decision until the next meeting

Proposed: Cllr C Cripps      Seconded Cllr K Wheals      3 in favour      1 against

Cllr Orr apologised for not circulating Councillors with the information and said he would write a letter of apology to Mr Ingham. The Clerk to seek advice on whether only Councillors can see all the information or whether it can be put in the correspondence folder.

**Action Cllr Orr to write to Mr Ingham Clerk to seek advice.**

Cllr Goodwin returned to the meeting

12. **To discuss letter received from Village Hall Management Committee**- Councillor Orr stated there had been a request from the floor to read out the letter. He explained that a letter had been sent to the Village Hall Management Committee and a reply received. - **Pedestrian crossing outside the Village Hall** - Too expensive. There was no intention of blaming anyone - the letter to SCC was a direct quote from the notes issued by VHMC dated 14/10/09. **Notice Board** – Parish Council feel it is best placed so will not be moved. – **Play area and**

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**equipment** – VHMC requested information on size of area, amount of equipment, actual site, access while hall is in use and not in use – **agenda item 15. Hiring policies** - these charges were reviewed at the AGM and the existing policy on teenage parties was strongly supported. Cllr Orr was still unhappy that families with children over the age of 11 cannot have a party in the hall. The PC had made £30K available and he felt that it should be opened up to families. - **Free hire for charities** – Not appropriate - **Representation** – To have a PC representative on the committee would be a conflict of interest. There are three public meetings each year. - **Public Accountability** – Three public meetings (Village Hall Forum) are held each year which are sufficient and these will be publicised more widely. The Charity Commission confirm that it is neither necessary nor usual for such meetings to be in public.

It was proposed that the letter be acknowledged

Proposed: Cllr R Perkin      Seconded Cllr P Rayment      All in favour      CU

## Action: Letter to VHMC

13. **To discuss change of venue/date of Annual Parish Meeting – 6 May 2010** - Receipt of an e-mail from Mr Blackmore stating that Babergh District Council require the Village Hall for a polling station probably Thursday May 6 2010 - it was proposed that the date of the Annual Parish Council meeting be changed to 13 May 2010. Clerk will contact Mr Blackmore to confirm pencilled in date.

Proposed: Cllr R Perkin      Seconded Cllr P Rayment      All in favour      CU

## Action: Confirm date with J Blackmore

14. **To approve accounts – end of December** - The accounts had been checked by Cllr Perkin and Councillors had been issued with copies prior to the meeting. It was proposed that the accounts be accepted.

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

Councillors were informed that the precept had been put on the website and it was proposed that the accounts be published every quarter.

Proposed: Cllr R Perkin      Seconded Cllr P Rayment      All in favour      CU

15. **Play equipment Working Group** - The Chairman stated that the group had not met again. The response from VHMC had asked for more details on size, placing and possible area for the play equipment. This will be an agenda item at the next meeting.

## Action: Agenda item

16. **Highway Issues** - Rural Pavements – Letter received from SCC dated 18 November 2009 – Rural Pavements 2009/10 – new request Bentley - Two options suggested – 1. would be dependent on the owners of Link House to provide the land required and Option 2 would be on the other side of the road – the cost of this has been estimated at £21K – Bentley would have to pay half (£10½K). It was proposed that a letter of thanks be sent for the work involved and to inform them it will be revisited at some time in the future.

Proposed: Cllr R Perkin      Seconded Cllr P Rayment      All in favour      CU

The meeting closed on a nodded agreement

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Mrs Doolan suggested asking County Councillor David Yorke-Edwards for help towards this from his Locality Budget – She was told that donations from this budget were usually for smaller scale items.

The meeting reconvened

Village Hall signing – SCC has responded to Clerk's e-mail - Directional sign opposite the Village Hall is not necessary - Councillors proposed no further action.

Proposed: Cllr R Perkin          Seconded Cllr P Rayment          All in favour          CU

Traffic issues - It was proposed the Clerk research costs and information on speed gun also community speed gun. Agenda item at next meeting.

Proposed: Cllr R Perkin          Seconded Cllr C Cripps          All in favour          CU

## **Action: Agenda item – speed gun**

Rumble strips – should not be used due to noise.

Vehicle activated signs - April 2009 – Mean speeds outside Wayside was 32 mph SCC suggest the mean speed round the bends are not his high therefore these signs are not approved. – No further action

Proposed: Cllr R Perkin          Seconded Cllr P Rayment          All in favour          CU

17. **Action Plan Update - Local Homes for Local People** - Cllr Orr stated that the presentation from the representatives from Suffolk ACRE and Babergh District Council had demonstrated a need for local housing and a decision on the next step needs to be taken.. Councillors proposed to ask Babergh District Council for a list of the approved Housing Association Partners. The report provided by Suffolk ACRE had been noted and the Clerk was asked to thank them for the work in processing it.

Proposed: Cllr J R Perkin          Seconded Cllr P Rayment          All in favour          CU

## **Action: Thanks to Suffolk Acre – request list of Housing Association Partners**

18. **School Travel Plan Update** - Cllr Orr stated that he and Clerk are to meet with SCC next week and will report back after that meeting.

19. **Playing Fields Committee Update** The Clerk had received three quotations for 14 cuts of the playing field Adrian Smith – East End £50 per cut - B F Ground Maintenance £175 per cut plus VAT. SCC £474.32 plus VAT. It was proposed that the SCC quote be accepted. The flail cut would be discussed at another time. – Playing Field meeting arranged for 7.00 pm before 4 March Parish Council Meeting

Proposed: Cllr R Perkin          Seconded Cllr C Cripps          All in favour          CU

## **Action: Clerk to accept SCC quote**

20. **To receive Correspondence** - The Clerk drew Councillors' attention to e-mail from Mrs Jean McCluskie re Lilian Milton – Bentley Flower Show – this had been forwarded to Mr Blackmore. And e-mails regarding Bentley PC website which is now listed on the OneSuffolk website with a link to the PC website – Mr Phillips was also asked to update his website with the information – this has been done. NALC Legal Topic Notes – opportunity to purchase a full set of hard copy Legal topic Notes with electronic copies on a CD from SALC - £37) – this will be an agenda item at the next meeting.

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## Action: NALC topic notes – agenda item

21. **Exchange of information by Councillors and matters for consideration at future meetings** – Cllr Orr stated that as a Council he felt we should talk to the Monitoring Officer - so much time is being spent by the Clerk and himself in answering e-mails some of which are not very nice and some on items that are nearly two years old – looking up information is very time consuming - we need to get some advice on exactly what we can do.. He suggested himself , the Clerk and one other Councillor make an appointment to visit BDC to discuss.

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

100821	Bentley Village Hall – Hire of Hall – October, November, December 2009			£45.00
100822	Clerk - January	Salary	£323.08	£756.86
		Expenses	£33.78	
		Room allowance	<u>£400.00</u>	
			£756.86	

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 4 March 2010 at 7.30 pm. – 7.00 pm – Playing Field Committee Meeting.

The meeting closed at 9.29 pm

CHAIRMAN:

DATE: