

BENTLEY PARISH COUNCIL

MINUTES OF THE COUNCIL MEETING HELD IN THE VILLAGE HALL, BENTLEY ON THURSDAY 3 JULY 2008 AT 7.30 PM

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

Also in attendance:- District Councillor M Miller - 19 Members of the public

1. **To Record Apologies for Absence:** County Councillor David Yorke-Edwards, District Councillor J Hinton, Ilona Turley (Community Officer), Jim Smith (Footpath Warden)
2. **To Receive Declaration of Interest Relating to Agenda Items:** - None declared.
3. **To Approve Minutes of The Parish Council Meeting held on Thursday 5 June 2008** - Page 422 - Item 11 School Travel Plan – Footpath Warden was changed to Tree Warden the minutes were then approved as a true record and duly signed by the Chairman.

Proposed: Cllr P Rayment Seconded Cllr K Wheals 5 in favour 2 abstentions

4. **Matters Arising from the Minutes** _ Page 421 – Item 7 – Flooding Link House – this is being investigated by Suffolk Highways – e-mail Late Correspondence Item 3. **Page 421 – Item 8** – Letter sent to Boundary Committee – Confirmation it was received Correspondence Item 28. **Page 421 – Item 9** – Cllrs Perkin and Rayment issued with keys to the notice board. **Page 421 Item 10 – Local Homes for Local People** - Meeting arranged for 24 July – posters and leaflets done. **Page 422 – Item 11 – School Travel Plan** – Contacted SCC – need to know the specific piece of pavement at 1 Highfields. – Cllr Hawes reported that the Oak tree discussed under the School Travel Plan is to be trimmed tomorrow – 4 July.
5. **Police Report** – In the absence of the Community Officer the Chairman informed the meeting that no report had been received for May but there were two incidents on 30 May when gardens were entered in Church Road – pots stolen and then broken and Link Lane solar powered garden lights stolen – Neighbourhood Watch Report – June minutes. It was also reported that there had been a break-in on Bergholt Road with posts and fence panels being stolen.

Public Session – Meeting adjourned and reconvened

During the public session Councillor Feltwell declared an interest and left the room when the subject of St Mary's Church was brought up and returned to the meeting once the discussion ceased.

6. **To co-opt new member onto the Parish Council -** One application received from Mr Joe Orr – it was proposed that Mr Orr be co-opted onto the Parish Council.

Proposed: Cllr K Wheals Seconded Cllr C Hawes All in favour CU

Action: Clerk to contact Mr Orr – Declaration of Interest and Acceptance of Office Forms to be completed.

7. **Planning Applications**

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

B/08/00690/FHA

Aston Chase, Bergholt Road, **Permission Granted**
Bentley

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B/08/00638/FHA	2 Potash Cottages, Potash Lane, Bentley	Permission Granted
B/08/00466/FUL	Capel Station Garage, Bentley Hall Road, Bentley	Permission Refused
B/07/00684/OUT/FB Appeal AP/D3505/A/O8/2066899/WF	Part side garden – 4 East Mill Green, Bentley	Appeal Withdrawn
B/08/00582/FHA	Southland, 7 East Mill Green, Bentley	Permission Refused

b) To give comments on any new applications in hand – No new applications received.

Cllr Feltwell declared an interest and left the room

8. **To rescind grant to St Mary’s – SALC Directive** – As explained in the Public Session the grant to the Church needed to be rescinded after the Clerk had been informed by SALC that the Parish Council were unable to grant funding to the church under any power. After some discussion it was proposed that we pursue whether there may be some other channel open to us for making a grant to the church.

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

Action: Clerk to contact SALC

Cllr Feltwell returned to the meeting

The Chairman stated that he had received a request to discuss item 10 before item 9 – Councillors agreed.

10. **To discuss letter received from Bentley Village Hall Trustees** - The letter makes it quite clear that the Parish Council has no title to the land, no powers and is in existence only for convenience purposes. It was therefore proposed that before the letter is fully accepted that legal clarification is sought.

There was a second proposal - before Council incurs costs and takes legal advice that the paperwork be looked at ie the - Trust Deed - before the next meeting and then if we need to seek legal advice the decision is made at the next meeting.

The Chairman took a vote on the second proposal

Proposed: Cllr B Feltwell Seconded Cllr K Wheals 3 in favour 4 against
1 Abstention

Then on the first proposal

Proposed: Cllr R Perkin Cllr C Cripps 4 in favour 4 against

The Chairman used his casting vote and therefore the Council is to seek legal advice. The Chairman stated that Councillor Feltwell could see the documents prior to seeking legal advice.

9. **To discuss funding from Bottle Bank and Paper Bank** – Councillor agreed this item could not be discussed until the legal position is known.

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

11. **To approve Accounts** – The accounts had been audited by the Internal Auditor and it was proposed that these be accepted.

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

12. **Clerk's Salary** - This item will be discussed at the end of the meeting in private.

13. **To discuss the publication of Correspondence Lists** – This item was requested to be an agenda item by Councillors, Feltwell, Perkin and Cripps. It had also been brought up in the Public Session by the webmaster. When the lists are published they are out of date and do not serve any particular purpose – the correspondence is with the Clerk and can be viewed either before or after a meeting or by prior appointment. It was therefore proposed that they are no longer published on the website.

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

14. **Action Plan – Latest Information** - The Village Action Plan was circulated to everyone in the village and is a document to guide the work of Bentley Parish Council over the coming years. A report to comment on the progress to date has been drawn up and circulated to all Councillors and it was proposed that this be put on the notice boards, Bentley Bugle, The Community News and the website. It will be an agenda item at the September meeting - with an open public session so it can be discussed by parishioners. Copies of the report will be available at the Public Meeting on Local Homes for Local People on 24 July.

Proposed: Cllr B Feltwell Seconded Cllr K Wheals All in favour CU

Action: Agenda item – with open public session – Send report to Bentley Bugle

15. **Fly Tipping – Latest Situation** - Nothing reported.

16. **Highway Issues** - The Clerk read out a letter from SCC Highways with regard to zebra crossings and a mini roundabout – Correspondence item 32 – for comments from Councillors. Highways are still looking into the drains and soakaways at the corner of Bergholt Road and Capel Road (flooding Link House). The subject of road sweeping was discussed - a lot of roads had been missed. Also the grass verges were not being done properly.

Action: Clerk to contact Babergh District Council regarding road sweeping and grass verges.

17. **To Receive Report from Footpath Warden** – Mr John Wheals reported in the absence of Jim Smith that the recent walk at Claydon had been successful. The list of proposed walks is on the notice board and anyone would be very welcome - usually average 14 per walk but would like more.

18. **To Receive Report from Bentley CEVCP School** – Cllr Rayment stated that the last week in June had been an Adventure Week ending with a visit on Friday to Easton Farm Park. On Tuesday 3 July 36 children and staff from San Salvador visited the school – this is the fifth trip organised by the Chairman of Governors. One group played games on the school field and the other went on a nature walk along the footpaths back to the school. The walk was organised by Colin Hawes. All the children and staff enjoyed a fish and chip lunch. During the afternoon both schools entertained each other, gifts were exchanged and friendships were made.

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19. **Tree Warden's Report** - Cllr Hawes stated that the only thing to report was the Oak tree in Church Lane which had already been reported on under Matters Arising.
20. **Playing Fields Committee Update** – The grass cutting of the playing field had been brought up in the public session – large sections are being missed – (is there a reason for this? e-mail from parishioner Late Correspondence item 2). Also the perimeter of the field needed to be flail cut to tidy it up. It was agreed that the outcome of Item 10 may also have some bearing on the playing field and is something Council should take into account. The bill for mole removal has still not been received.

Action: Clerk to investigate

21. **Neighbourhood Watch** - Mr Ingham reported on the theft from Nelson Potter's when approximately £1K worth of fencing, posts etc was stolen.
22. **To Receive Correspondence** - If any parishioner would like to see any item of correspondence they should telephone the Clerk for an appointment to view.
- 22.1 **Items on list with Agenda** – A list of 37 items was published with the Agenda with 6 items from the Clerk (as attached).

A further 11 items of late Correspondence were included in the circulation folder.

The Chairman stated that most items had been dealt with in the meeting but commented on the following:

Correspondence Item 26 - Letter from Brian Andrews - Mr Andrews had e-mailed the Clerk and subsequently sent old photographs of Bentley Station – John Tombs and Michael Anderton to liaise on publication etc it was agreed they should then be sent to Suffolk Records Office as part of Bentley's history. **Correspondence Item 23 – Dog Bin in Grove Road** – E-mail received from a parishioner that it had not been emptied – Clerk had contacted Babergh who informed her that it was emptied on a weekly basis – it is being monitored – there may be a need for a larger bin. **Correspondence Items 16, 17, 21** – Letters of thanks from Bentley Bowls Club, WI and Tuesday Club for grants. **Late Correspondence Item – 2** – E-mail regarding playing field (one with goal posts) – Item 20 - **Late Correspondence Item 3** – Drainage at Link House.

23. **Exchange of Information By Councillors & Matters for Consideration at Future Meetings**

- 23.1 Cllr Feltwell was concerned about the dangerous slopes in the footway along Church Road which have been investigated by Babergh District Council - who have not got the original site plans or condition/advice to the District council – Michael Anderton has copies of these plans - the Clerk will contact SCC. It was agreed this should be an agenda item at the September meeting.
- 23.2 Cllr Wheals stated that the meeting - Local Homes for Local People with speakers from Babergh District Council and Suffolk ACRE is to be held on 24 July 2008. Posters are displayed on both notice boards and when the leaflets are printed - Mr & Mrs Doolan will organise distribution.
- 23.3 Cllr Cripps stated that the present Welcome Letter shown on the website should be updated. It was agreed that this should be an agenda item for the next meeting.

Action: Agenda item x 2 – Church Road and Welcome Letter

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24 To Authorise Payments - The following payments were authorised.

100743*	Mr E Cross – Invoice for Internal Audit	£140.00
100744*	G J Cooper – Charge for new Notice Board	£1,169.13
100751	Mr Munday – 4th cut of grass to graveyard	£125.00
100752	Clerk’s wages, expenses - June	£212.53

*NB – two cheques 43 & 44– being used as per note last month.

It was proposed that these be paid en bloc.

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

The Chairman stated that Mr Cooper had given a 35% reduction on the price of the new Notice Board – his contribution to the village. It was agreed that the Clerk send a letter of thanks with the cheque.

Action: Clerk to write letter of thanks

The Clerk and public left the meeting for Councillors to reviewed her salary - Agenda item 12. The Clerk returned and was given her new increments. Cllr Perkin was thanked by Councillors for researching the scales.

Councillors recommended that the Clerk’s Salary be Spinal Column Point (SCP) 19 of nationally agreed pay scales with effect from 1 April 2007. In recognition of additional workload, hours of work to be increased to 7.5 hours per week – to include briefing meeting with Chairman prior to each meeting of the Council -effective 1 April 2008. Mileage rate is to be increased to 40.5p per mile – to be backdated to 1 April 2007.

When the Clerk completes Quality Clerk certification, provided in current financial year, salary to be increased to Spinal Column Point 20 of nationally agreed pay scales – to be backdated to 1 April 2008. - Performance to be reviewed April 2009.

It was proposed that the recommendations be accepted and implemented.

Proposed: Cllr P Rayment Seconded: Cllr C Hawes All in favour CU

25. To Confirm Date of Next Scheduled Meeting – Thursday 4 September 2008. The meeting closed at 9.10 pm

CHAIRMAN:

DATE: