

# BENHALL & STERNFIELD PARISH COUNCIL

Minutes of the Benhall & Sternfield Parish Council Meeting, which took place at Benhall Ex-Servicemen's Club on  
Wednesday 22<sup>nd</sup> March 2023, 7.00pm.

Present: Dr Hilary Graham – Chairman, Cllr Riven Brace – Vice Chairman, Cllr David Secret, Cllr Beverley Barclay  
Cllr Alan Woods, & Cllr Archie Bhatia.

In Attendance: 5 members of the public, the Responsible Finance Officer, the Clerk, ESC Cllr Tom Daley &  
SCC Cllr Andrew Reid.

## OPEN FORUM

Member of the public thanked the Parish Council for the recent donation it had made to the History Group, this has enabled the group to be able to afford to publish literature and to purchase a new scanner.

**East Suffolk Cllr Tom Daley** encouraged Parish Council to apply for bundles of bulbs ready for planting next spring, applications need to be in by 31<sup>st</sup> May 2023. He reported that ID must be shown at the forthcoming elections polling stations. Take notice of the updates and changes published on the ESC website regarding recycling.

**Suffolk County Council Cllr Andrew Reid** reported that trading standards have stopped a number of dangerous vapes from being sold on the high street. Trading Standards have also been successful in finding a Felixstowe businessman guilty of 15 counts of unfair commercial practice, he now faces a period in jail. Milestone Infrastructure have been awarded Suffolk's new Highways services contract and will begin in October 2023. However the footpath resurfacing works along the B1121 will be carried out by the existing contractors Kier and this will be done early summer 2023. The Suffolk Fire & Rescue Service Community Risk Review has been acknowledged and wild fires will be accounted for in the plan.

Cllrs Daley & Reid left the meeting at 7.10pm

**1. APOLOGIES FOR ABSENCE and to approve.** Cllr Jo Pemberton – work commitments. Cllr Chris Durrant – prior engagement. Cllr Sue Nicholson – prior engagement. Cllr John Slade – Unwell. The Parish Council approved the absence. ESC Cllr Russ Rainger.

**2. DECLARATION OF INTERESTS.** None.

**3. MINUTES OF THE LAST PARISH COUNCIL MEETING HELD ON 16<sup>th</sup> NOVEMBER 2022 - To consider the approval.**

The minutes were approved correct, proposed Cllr Woods, seconded Cllr Bhatia, signed by the Chairman.

## 4. MATTERS ARISING FROM THE MINUTES AND ACTION POINTS

**a/p 2.4 Cllr Bhatia to investigate a Health & Safety Risk Assessment for the Cemetery.**

Reported that she is still working on the risk assessment and that it will be added to the cemetery policy.

The policy has now been reviewed and signed.

**a/p 1.4. Standing Order 1, "Rules of Debate at Meetings" Cllrs Secret and Durrant will update and forward to all.**

The updated document was forward to all ahead of the PC meeting. The PC approved the amendment, proposed Cllr Secret seconded Cllr Brace.

**a/p 3.4 The Wadd negotiations continue regarding the spreading of the trimmings.**

The Chairman informed that further to seeking advice from Suffolk Wildlife Trust, all parties are now happy.

## 5. THE KINGS CORONATION MAY 2023 – COMMEMORATIVE CELEBRATION.

Cllr Slade has advised that this is in hand with The Club.

*Chairman's initials.....*

## **6. NALC RECOMMENDATIONS FOR .GOV.UK DOMAIN NAMES AND COUNCILLOR EMAIL ADDRESSES.**

The Clerk has recently had communication from Suffolk Cloud regarding this. Cllr Durrant has sought advice from SALC and can confirm that the Parish Council currently meets the requirements and comply with GDPR. The Clerks parish council email address is used to operate council business. The Chairman would like to pass on thanks to Cllr Durrant for looking into this.

## **7. FINANCE a. Statement of Accounts & Finance Report.** The RFO reported the bank balances as at 20<sup>th</sup> March 2023, HSBC £2,841.11, Suffolk Building Society £15,129.26. Read out the receipts and payments since the last meeting.

The statement of accounts was signed by Cllr Woods.

Spend against budget, expect that payments will match with budget. Receipts will be over budget as a result of the unexpected CILS payment for the development in Sternfield. The CILS holding is £6,070.52.

### **b. To Approve Ray Kay as the Internal Auditor for the accounts April 2022 to March 2023**

The PC approved the internal auditor, proposed Cllr Woods seconded Cllr Barclay.

### **c. SALC Invoice to Pay.** £45.60 approved.

### **d. RFO Pay.** £145.05 approved.

### **e. Clerks Expenses.** £5.40 approved.

## **8. PLANNING a. Applications and Report**

Cllr Nicholsons report - Keepers Cottage Deadmans Lane Benhall Ref. No: DC/23/0683/FUL Awaiting decision.

Listed Building Consent - Conversion of Garage to provide Guest bedroom and en-suite Annexe At

The Stables Low Street Benhall Ref. No: DC/23/0611/LBC awaiting decision.

Conversion of Garage to provide Guest bedroom and en-suite Annexe At The Stables Low Street Benhall Ref. No: DC/23/0610/FUL Awaiting decision.

Listed Building Consent - Replacement of 3 windows and 1 set of French Doors 2 Stone Cottages Low Street Benhall Ref. No: DC/23/0280/LBC Permitted

Installation of ground standing 6KW solar panel array 1 Stone Cottages Low Street Benhall Ref. No: DC/23/0138/FUL Permitted

## **9. REPORTS FROM PARISH REPRESENTATIVES**

The Wadd - Cllr Brace nothing further to report.

Village Green – Cllr Durrant has advised that the ROSPA play equipment inspection will take place in 3 weeks time.

Trees – Cllr Brace nothing to report.

Cemetery – Cllr Bhatia has nothing further to report.

Newsletter – Chairman has nothing to report.

Defibrillator – Cllr Pemberton has advised that she will not be standing for election as a Parish Councillor in May, however she is happy to carry on with the defibrillator and CPR. The Parish Council is very grateful to her and would like to express thanks.

Social Media – Cllr Pemberton is happy to continue with this also.

Website – Cllr Durrant has advised that he would like additional content for the website and encourages contributions from the village.

Emergency Planning – The Chairman advised that a new co-ordinator will be needed as Cllr Pemberton is stepping down. Unsure at what stage the plan is at.

Benhall Club – Cllr Slade had nothing more to report.

SALC – No representative.

All of the above representatives will be reviewed at the AGM.

## **9. ENERGY PROJECTS.**

Cllr Secret reported that it is relatively quiet. The Sizewell C Judicial Review is underway. Scottish Power is about to carry out surveys on the B1119 regarding access points.

Energy responsibilities have been split by the government, this is a positive step.

## **10. CORRESPONDENCE.**

**a. Election Nomination Papers.** The Clerk will take all of the completed nomination papers to ESC offices on Monday.

## **11. ANY OTHER BUSINESS**

**a. Concrete Blocks in Red Lane.** It is noted that a land owner has placed concrete blocks within the passing places in Red Lane. It is believed that Highways has not adopted the passing places. The concrete blocks are very dangerous as they cannot be seen in the dark. The Chairman suggests that the PC formally writes to the land owner to inform him that several people have

*Chairman's initials.....*

expressed anxiety and concerns about the concrete blocks and the hazard they cause. Invite him to a site meeting, Cllr Bhatia is happy to attend along with the Chairman. Clerk to draft a letter.

**12. DATE OF NEXT MEETING** Annual Parish Meeting Wednesday 17<sup>th</sup> May 2023, 7pm. Annual General Meeting to follow. The meeting ended at 7.50pm.

**List of Action Points:**

1.11a Clerk to draft a letter to the land owner of Marsh Farm Sternfield, regarding the concrete blocks in Red Lane.

**Signed** ..... **(Chairman)**                      **Date** .....