

# Bradfield Combust with Stanningfield Parish Council

Nicola Glading, Parish clerk, 6, Albert Rolph Drive Lakenheath, Suffolk IP27 9DA  
 Tel: 01842 337488 Email: [BradfieldCombustwithStanningfieldpc@outlook.com](mailto:BradfieldCombustwithStanningfieldpc@outlook.com)

## **MINUTES OF THE BRADFIELD COMBUST with STANNINGFIELD PARISH COUNCIL MEETING** **23<sup>rd</sup> MARCH 2020 held by email consultation**

2020/96	<b><u>Recording of the meeting:</u></b> Not applicable	
2020/97	<b><u>Councillors responding to agenda:</u></b> Cllr D Staff, Cllr M Grimmer, Cllr A Langan (email) All other Councillors will have the opportunity to comment on the draft Minutes	
2020/98	<b><u>DECLARATIONS OF INTEREST</u></b> To receive Members' declarations of Disclosable Pecuniary Interests None declared	
2020/99	<b><u>PUBLIC PARTICIPATION</u></b> The March agenda had been published on the website and on the noticeboards/ public comments invited to the clerk, no comments had been received.	
2020/100	<b><u>UPDATES FROM COUNTY and DISTRICT COUNCILLORS</u></b> a) The update from C/Cllr K Soons was <b>NOTED</b> b) The update from D/Cllr S Mildmay-White was <b>NOTED</b>	Appendix 1 Appendix 2
2020/101	<b><u>MINUTES OF THE PARISH COUNCIL MEETING held on 20<sup>th</sup> JANUARY 2020</u></b> a) It was <b>AGREED</b> that the Minutes were an accurate record	
2020/102	<b><u>MATTERS RELATING to PLANNING AT BRADFIELD COMBUST &amp; STANNINGFIELD</u></b> a) The email from Havebury Housing advising that the Stanningfield scheme will not be taken forward was <b>NOTED</b> b) Application no: DC/20/0141/FUL- single storey building for use as a gymnasium Location Bradfield Hall Ixer Lane Bradfield Combust IP30 0LU <b><u>Comment from Councillors:</u></b> 1. The design of the proposed building is rather Utilitarian and not in keeping with the design of the main house and other dwellings on site. The building is in a field some 350 feet from the dwellings and the plan is silent on the means of access. Almost certainly a path will be required, so the route, method of construction and width needs to be described, as this will be a prominent feature, and will probably require trench work. Interestingly, the building design will have no foundations, and although this might be to save cost, it might also be due to meet the requirements of the archaeological survey. 2. No details have been supplied relating to how the provision of services electricity, water, heating and ventilation will be installed. This needs to be addressed. 3. This appears to be an application for a building incidental to residential use on parkland or agricultural land. Under normal circumstances the Council would be able to visit	Appendix 3

D. Staff 1

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	<p>the site and talk through the proposals, however this is not feasible in the current emergency circumstances.</p> <ol style="list-style-type: none"> <li>4. Could the proposal be located near to the extensive existing buildings. Whilst the existing animal shelter may be in keeping with a parkland setting, this may not be the case with a large gymnasium.</li> <li>5. The application also appears to state that there are no plans to provide access. There may be some access already from the buildings to the existing animal shelter but this is unclear, and we seek clarification, as we would need to consider the additional impact of this on the setting.</li> <li>6. A Councillor has spoken to Mr Greg Fazah who is responsible for overseeing the planning application and liaison with the architects. It appears that the document DC/20/0141/FUL has not been properly downloaded by the Planning Department. Not only is the diagram wrong, but all the documentation required has been submitted <i>but somehow omitted</i>. Further, the related document is irrelevant, as the proposed building will replace a dilapidated lambing shed located some distance from the main building and garages. From this conversation, it would appear there is a gym attached to the indoor swimming pool, which is currently being renovated. However, the gym is under used by the residents because the equipment has been badly affected by condensation and is not properly heated and ventilated. As a result, many of the residents prefer to subscribe to gyms locally, but would happily use the new on site facility, so no "outside" users are currently contemplated</li> </ol> <p>The Clerk has spoken to Ed Fosker, the nominated planning officer, and he is looking into point 6 above.</p>	
2020/103	<p><b>REVIEW OF ASSET REGISTER</b></p> <ol style="list-style-type: none"> <li>a) The BC&amp;S Asset Register was <b>APPROVED</b></li> </ol>	Appendix 4
2020/104	<p><b>CLERKS REPORT</b> (on the night)</p> <p>To receive the Clerks report and in particular</p> <ol style="list-style-type: none"> <li>a) Items actioned under delegated powers -None</li> <li>b) Councillor C Northcutt has resigned</li> <li>c) Membership of Community Action Suffolk is recommended.</li> <li>d) Water meter reading from WAVE (Allotments) - an actual reading on March 1<sup>st</sup> found that BC&amp;S are in fact in credit - £1.82, which will be reflected in the next invoice.</li> <li>e) It had been suggested that West Suffolk funding was available for tree felling (it was thought that Bradfield St George had received a grant) Having spoken with their clerk, Catherine Hibbert, I think there has been a misunderstanding in that she</li> </ol>	

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	<p>confirmed that the work was done by Stuart Bradnam on behalf of Hawstead PC and was effectively funded by monies received under a five year Countryside stewardship agreement between Hawstead PC/ DEFRA which is linked to the way the PC manages its green there to promote biodiversity.</p> <p>f) I have been in touch with UKPN and they are adamant that they will only trim back, not fell, trees. Cllrs Staff and Mears are looking into quotations for the work, clerk to distribute quotations to Councillors</p>	
2020/105	<p><b><u>GOVERNANCE MATTERS</u></b></p> <p>a) <b>APPROVED:</b> Adjustment to Budget headings 2020-2021  b) <b>APPROVED:</b> Review of Standing Orders  c) <b>APPROVED:</b> Review of Financial Regulations  d) <b>APPROVED:</b> Adoption of Media Policy  e) <b>APPROVED:</b> Adoption of Data Protection Policy  f) <b>APPROVED:</b> Review of Internal Controls  g) Dates of potential meetings to end 2020 to be distributed by clerk</p>	<p>Appendix 5</p> <p>clerk</p>
2020/106	<p><b><u>FINANCE/ AUTHORISATION OF PAYMENTS</u></b></p> <p>a) And b) The Accounts Payable sheet was <b>APPROVED</b>  b) Budget comparison to end of Quarter 3 was <b>NOTED</b>  c) No donations/ grants had been received</p>	<p>Appendix 6</p>
2020/107	<p><b><u>CHAIRS ITINERARY and REPORTS</u></b> (on the night)</p> <p>a) Chairs report to include</p> <ul style="list-style-type: none"> <li>(i) Parish Council strategy in response to Coronavirus: Clerk to put information onto website</li> <li>(ii) Trees at Village Hall / UKPN: quotes to be distributed</li> <li>(iii) Pavilion: fixing of shingles is arranged</li> <li>(iv) Play area: update on low risk repairs Deferred</li> <li>(v) Update on grass cutting: commencement of programme</li> <li>(vi) Deferred</li> </ul> <p>b) Councillors reports None</p>	
2020/108	<p><b><u>EXCHANGE OF INFORMATION</u></b></p> <p>a) To exchange any relevant information at the discretion of the Chairman: None</p>	

Draft until signed

*D. Staff*

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## Appendix 1

Newsletter from C/Cllr Soons March 2020

### **New street lighting proposed to reduce the county's carbon footprint**

Suffolk County Council is looking to reduce its carbon footprint by investing £9.8m in street lighting, after Cabinet approved an LED street lighting replacement project.

Following a review of its street lighting policy in 2010, and with energy prices set to increase at between 8% and 12% a year, the Council has decided the high energy consumption of its existing lanterns could create further pressure on its resources in the near future.

The Council owns and maintains over 60,000 street lights. Back in 2010, the Council took numerous steps to help reduce both the energy costs and carbon footprint of its lighting stock. This included the introduction of part-night lighting arrangements and conversion to LED for those lighting units that were consuming the highest level of energy.

The proposal to convert the remaining street lighting stock to LED will help to reduce both Suffolk's energy consumption and carbon footprint, whilst providing crisper illumination of the streets for residents. The project will also ensure that Suffolk remains resilient to any future energy price increases. The project will be completed in the autumn of 2022.

### **Councillor Andrew Reid, Cabinet Member for Highways, Transport and Rural Affairs, said:**

"We recognise the importance of our environment in Suffolk and the impacts of climate change. Where possible, we want to ensure that we protect and enhance the natural environment, decrease carbon emissions and reduce the use of scarce resources, for the well-being of future generations and the natural world. Initiatives such as this are important in helping us to achieve that aim.

"We will be replacing almost 43,000 lights with new energy saving LED lanterns. This will save approximately 60% of our current energy bill which can be invested elsewhere. We will be able to reduce our carbon usage by around 80%, benefitting residents throughout Suffolk."

### **County Council approves budget to spend more on services for vulnerable residents**

On 13 February 2020, Suffolk County Council approved its annual budget. The Council will increase its spending power again this coming financial year, particularly in Children's and Adults services, where demand continues to rise year on year.

In 2020/2021, the Council's budget will rise to £556million which represents an increase of £37m (7.1%) from 2019/20. Children's and Adults Services represent around 70% of the Council's overall spend.

This year's budget is based on a 12-month financial settlement from government, rather than the three or four-year agreement which is usually offered.

As well as addressing the need to maintain funding for key services, the Council will invest an additional £3.5m into two one-year programmes, the Suffolk 2020 fund (£3m) and a highways investment fund (£500k).

The Suffolk 2020 fund will be used for projects that can deliver a real difference for local communities.

The intention is to adopt good ideas covering more than one area of Suffolk, rather than having a number of small-scale projects. To qualify for the fund, projects must link to one of the following themes: carbon reduction; carbon offset, road safety, natural environment; built environment; innovation; and use of technology.

Each project must offer a clear return on investment through positive economic, social, or environmental impact. County Councillors can put ideas forward on behalf of their community and must seek the sponsorship of a Cabinet Member for consideration. Further details of the fund will be made available in due course.

The £500k highways investment fund will focus on improving the safety of pupils and parents travelling to and from school, by refreshing lines and cleaning and repairing signs in and around school zones.

The funding is allocated for use within the 2020/21 financial year and looks set to benefit areas around many Suffolk schools, complementing the road marking renewal programme, which is taking place as part of the move of civil parking powers. Suffolk Highways officers are developing a plan of how these extra works will be identified and delivered. Further information will be announced in due course.

**Suffolk County Council's Cabinet Member for Finance and Resources, Councillor Gordon Jones said:**

D. STAFF

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"The setting of a balanced budget is never easy. Especially given the continuing financial challenges we have seen during the last few years in a number of our services.

"It is right that we continue to focus our budget and resources where they will have the biggest impact. I am pleased to say this year our calls have been answered, at least in part. The provisional local government settlement for this year enables the Council to set a budget for 2020/2021 that will see no change to current service levels over and above those planned through our ongoing transformation programmes.

"Unfortunately, however, as we are only getting a 12-month settlement, we lack the longer-term certainty needed to deal with the large departmental budgets that we manage including Children's and Adults Services. We are therefore taking the measured decision to raise council tax by 1.98 per cent and implement a 2 per cent rise in the Adult Social Care Precept, which is ring-fenced for use within our highest demand service."

## **New rail link to Oxford for Suffolk and Norfolk**

Local authorities in Suffolk and Norfolk are exploring how a new rail link to Oxford can benefit both counties.

The Secretary of State for Transport, Grant Shapps MP, announced at the end of January a preferred route for a new rail line between Cambridge and Bedford, which will form the missing rail link between Cambridge and Oxford.

The East West Rail Consortium, alongside Suffolk and Norfolk county councils and its local authority partners, are now commissioning a new study to improve the rail frequency between Ipswich/Norwich and Cambridge, and to determine whether passenger and freight rail services can connect directly to Oxford.

If successful, the rail link would avoid the need to use more congested routes on the Great Eastern Main Line and on cross-country routes via Ely.

The study will be used to develop a business case to submit to government to seek funding to design and deliver new rail track and infrastructure on the lines between Ipswich/Norwich and Cambridge.

The agreement to commission the study comes at a pivotal time for East West Rail. Alongside the announcement on the route between Bedford and Cambridge in January, earlier this month permission was also granted to start major construction work on the section between Oxford and Bedford.

The link from East Anglia to Oxford via Bedford and Milton Keynes is being developed to support housing and job growth expected over the next 20 years.

The development of the business case will be led by the East West Rail Consortium's Eastern Section Group, which has representation from local authorities across Suffolk, Norfolk and Cambridgeshire and is chaired by Cllr Alexander Nicoll, Deputy Cabinet Member for Transport at Suffolk County Council.

## **Councillor Nicoll said:**

"We are working with the East West Rail Consortium to understand whether we can improve capacity on the existing rail lines between Suffolk/Norfolk and Cambridge, so that we can achieve an increase in frequency of passenger rail services.

"We also want to understand whether we can achieve direct connectivity with Oxford rail services. The work of the Eastern Section will be critical in understanding what needs to be done and how we can drive the project forward, as well as connect with new economic hubs, such as the Biomedical Campus in South Cambridge."

## **Councillor Andrew Reid, Cabinet Member for Highways, Transport and Rural Affairs at Suffolk County Council, said:**

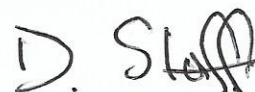
"A rail link between Suffolk and Oxford is a huge opportunity to connect our industries to new markets in other areas, such as Milton Keynes and Oxford.

"It also provides new rail opportunities for people to travel directly to the South West, as well as for the transportation of goods from our ports.

"This all contributes to removing more vehicles from our roads, reducing the county's carbon footprint and enabling us to grow our industries in a sustainable way."

The East West Rail Consortium and its Eastern Section Group is anticipating results from its rail study and business case to be completed by the end of the year.

## **Suffolk Highways waives fees for VE and VJ Day Commemoration events**



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In commemoration of the 75th anniversary of Victory in Europe and Victory over Japan Days, Suffolk Highways has confirmed it will waive road closure application fees and help support communities with event traffic management.

Communities in Suffolk will be organising commemorative events, some of which may require an application to Suffolk Highways for a road closure.

**Councillor Andrew Reid, Suffolk County Council Cabinet Member for Highways, Transport and Rural Affairs, said:**

"It is important for us to work with communities and support events like VE and VJ Day, especially considering this year marks the 75th commemoration of the end of World War II.

"The cost of road closures and subsequent works associated with event traffic management may be prohibitive for small communities, so we want to do our bit to help make these happen.

"I am delighted to announce that we are waiving application fees and will provide some help in supporting these events with the necessary road closures and management of traffic; enabling them to run as smoothly as possible.

"I encourage anyone who is interested in holding an event to visit our website, see what is involved and get in contact."

Communities can find out more about how to apply for a road closure as part of a commemorative event they're holding, by visiting: [www.suffolk.gov.uk/eventroadclosure](http://www.suffolk.gov.uk/eventroadclosure)

## **New website to promote apprenticeships in Suffolk**

Suffolk County Council celebrated Apprenticeship Week (3-9 February) with the launch of a new website to support apprenticeship growth in the county.

The [Apprenticeships Suffolk website](#) now offers a one-stop shop of information and advice for employers, apprentices, parents/carers, schools and career advisors.

Apprenticeships Suffolk aims to promote the growth of apprenticeships by providing links to impartial advice, information and guidance. The website will also provide regular news updates and details of the latest apprenticeship opportunities.

The new online hub has been made possible thanks to a successful bid for £500,000 from the European Social Fund. Along with match funding from Suffolk County Council, it will also support building a new team to help small and medium-sized businesses to navigate how apprenticeships work.

**Councillor Mary Evans, Cabinet Member for Children's Services, Education and Skills, said:**

"Apprenticeships offer a great way for young people to get their first step on the career ladder. They provide the chance to train in a real work environment, whilst achieving a qualification and being paid. There are also huge benefits to employers of all sizes by taking on an apprentice and bringing new talent, skills and perspectives to their organisation.

"The new website makes it even easier for everyone to find information about apprenticeships.

Relaunching Apprenticeships Suffolk will enable us to support the increase of quality apprenticeships on offer, creating new opportunities for young people and employers in Suffolk."

## **Hope for better national coordination of offshore wind farm projects 2020**

Suffolk County Council and East Suffolk Council have been calling for improved national coordination of the offshore wind farm projects off the county's coast.

This approach has now been recognised in an Ofgem report. The Office of Gas and Electricity Markets (Ofgem) document, published on 3 February 2020, suggests that money could be saved, and the environment better protected, if there is more coordination around the infrastructure of these projects.

The councils continue to support the principle of offshore wind, as it will help reduce carbon emissions and provide significant economic benefits to the county and the UK. However, this should not be achieved at any cost to Suffolk, its residents and its natural environment.

Concerns about the apparent lack of coordination in the connection of energy projects have been repeatedly raised by the councils with government ministers, National Grid and wind farm developers.

**In the Decarbonisation Action Plan, which supports the target of reaching Net Zero by 2050, Ofgem says that:**

"We do not consider that individual radial offshore transmission links for this amount of offshore generation are likely to be economical, sensible or acceptable for consumers and local communities.

"[We] will explore whether a more coordinated offshore transmission system could reduce both financial and environmental costs.

D. Staff

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"With more offshore wind farm projects planned, many of which are further from shore than those developed already, there is potential for efficiencies from greater coordination of offshore transmission infrastructure."

**Councillor Richard Rout, Cabinet Member for Environment and Public Protection at Suffolk County Council, and Councillor Craig Rivett, Deputy Leader and Cabinet Member for Economic Development at East Suffolk Council, said:**

"We welcome the coordinated approach proposed in this report. We hope that it means the government, National Grid and Ofgem form a clear leadership role and strategy on all the energy projects affecting our coast.

"Considering each project in isolation, as is the case with current proposals which we have considerable concerns about, does not seem to make sense and increases the environmental impact and the impact on local communities."

"We will continue to lobby the government, press National Grid and the regulator Ofgem. Just this week [5 February 2020], we met with ministers at Westminster to discuss this very issue.

"We believe we can minimise the harm to local communities through better regulation, coordination and planning, as we aim to deliver net zero carbon emissions."

## **Suffolk County Council issue school crossing patrol staff with body cameras**

Suffolk County Council is issuing body cameras to some of its crossing patrol officers after 'drive-through' incidents and verbal abuse at school crossings.

In Suffolk we have 61 school crossing patrol officers. Increasingly, more officers have reported incidents and have said they feel abuse is becoming a regular occurrence with little respect for what they do.

In the past six months, 19 'drive-through' incidents have been recorded in Suffolk where drivers have ignored the crossing patrol officer and did not stop when the officer stood in the road to allow children to cross safely.

The cameras have been purchased by Suffolk's Roadsafes partners Suffolk County Council, the Police and Crime Commissioner and Suffolk Constabulary with money from the Driver Diversionary Fund, which comes from motorists who have taken part in speed awareness courses.

The ten body cameras will be rotated around the county, focusing on sites where officers have reported an incident. This includes sites in Lowestoft, Ipswich and Bury St Edmunds.

The body cameras follow the work of the 'Stop Means Stop' campaign from the Eastern Region School Crossing Patrol Group, which aims to remind drivers of the potential seriousness of their actions. Drivers are legally obliged to obey the school crossing patrol sign under the Road Traffic Act 1988. Failure to stop can lead to a prosecution and a fine of up to £1,000 and three penalty points.

**Councillor Andrew Reid, Suffolk County Council Cabinet Member for Highways, Transport and Rural Affairs, said:**

"It is outrageous that drivers are putting at risk the lives of school children by failing to stop when our patrol officers are escorting children across the road, and that some road users are being abusive towards our officers for doing their job. This is not acceptable behaviour.

"The use of body cameras will deter intolerable and abusive behaviour and can record any when it occurs. Can I also remind drivers that they must obey the Highway Code and drive slowly when passing schools."

## **Have your say on improvements to the Tollgate junction in Bury St Edmunds**

A package of improvements is planned for the north-west area of Bury St Edmunds.

The aim is to reduce traffic congestion and improve sustainable transport facilities for pedestrians at the Tollgate junction.

As part of planning conditions, funding for the improvements will be provided jointly by Abbeygate sixth form centre on Western Way, the Marham Park housing development in Fornham All Saints, and the highways authority, Suffolk County Council.

The three options for the future layout of the Tollgate junction contain a variety of solutions, including adding a pedestrian phase to the traffic lights, the addition of an extra lane and changing the direction of travel.

Options also consider the value of the greenspace to the local area, with the proposals seeking to maintain as much of this space as possible.

**Councillor Andrew Reid, Cabinet Member for Highways, Transport and Rural Affairs, said:**

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"The north-west side of Bury St Edmunds is becoming very congested with traffic, which is only due to increase in the future.

"Planning permission has provided funding to alleviate some of the additional traffic flow generated by the recent developments. However, as the highways authority, we are using this opportunity to look at a longer-term, more sustainable solution that, while more expensive, would create even more capacity to serve the area, including creating better facilities for pedestrians, to reduce the town's carbon footprint and create better air quality."

The consultation will be open until 11:59pm on Tuesday 17 March 2020. Members of the public will be able to take part via [www.suffolk.gov.uk/tollgate](http://www.suffolk.gov.uk/tollgate).

A paper copy of the survey and the consultation booklet can be collected from Bury St Edmunds Library or West Suffolk House or they can be posted out on request by calling 0345 603 1842.

The results of the consultation will be presented at the end of April 2020 and improvement works will begin in early 2021.

## **Refilling your weekly shop without unnecessary plastic is getting easier in Suffolk**

A number of shops in Suffolk are offering refills for a host of household items in a bid to cut down on the amount of plastic and packaging we use.

The Suffolk Waste Partnership has launched a handy online directory which lists the shops, businesses or charities that host refill points for items such as cleaning products and toiletries, and dried foods such as rice or oats and even loose-leaf tea and chocolate. At the moment there are 22 organisations that stock refills, but the partnership is encouraging other businesses to consider introducing similar schemes.

Peter Stevens, Chairman of the Suffolk Waste Partnership, said: "These refill points allow people to make a decision about what plastic they use. Of course, we have a long way to go before these refill points replace our weekly shop, but it is absolutely fantastic that Suffolk is showing such initiative in beginning the process. This is exactly the kind of 'green' thinking we welcome and encourage. I would ask everyone to have a look at the directory and see what is offered in their neighbourhood."

Residents can search their local area on the directory to find where their nearest refill point is. The directory can be found here <https://suffolkrecycling.org.uk/reduce-your-waste/refill-directory>. If any retailers or businesses would like to offer refill services and get listed on the online directory please contact [Waste.Management@suffolk.gov.uk](mailto:Waste.Management@suffolk.gov.uk)

## **Appendix 2**

Newsletter from D/Cllr S Mildmay-White March 2020

- 1. Christmas Fayre:** Bury St Edmunds Christmas Fayre won the National Award for the best speciality market awarded by the NABMA.
- 2. Mildenhall Hub:** The Secretary of State Mathew Hancock M.P. joined West Suffolk Council and other partners for a topping out and tree planting ceremony at the Mildenhall Hub. The hub will include a new school, leisure facilities, health centre, library and children's centre along with space for other agencies.
- 3. No idling campaign:** In order to improve air quality around schools and reduce emissions, children have been taking part in a campaign aimed at requiring parents to turn off car engines while waiting for their children to come out of school.
- 4. Parking:** The council is introducing a free from 3 scheme for parking in Newmarket on Monday afternoons. The schemes in Haverhill and Bury St Edmunds will continue.
- 5. Coronavirus:** The council continues to follow Government guidelines and all the latest information can be found on the NHS website. If feeling unwell with dry cough and temperature do not go to your doctor but ring 111. The situation is changing daily regarding self isolation and closure of public venues. Information is available on the government website and regular news updates.
- 6. Great British Clean Up.** This annual event takes place from 20<sup>th</sup> March to 13<sup>th</sup> April. Equipment can be arranged via [customerservice@westsuffolk.gov.uk](mailto:customerservice@westsuffolk.gov.uk) or telephone 01284763233
- 7. Developer prosecution:** A housing developer was fined £15,000 at Ipswich crown court for unlawfully removing a hedgerow adjacent to their development.
- 8. Rough Sleeping:** The council rough sleeping team continue to make good progress with these challenging clients and the latest figures are down to 6 rough sleepers across West

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Suffolk. Government have confirmed a grant of in excess of £400,000 to enable us to continue this work.

9. **Fishwick Corner:** West Suffolk Council has withdrawn the application by Rougham Estates pending the outcome of the proposed legal challenge by Thurston Parish Council regarding Mid Suffolk Council's decision to grant permission for Bloor Homes application on land South of Beyton Road.
10. **Land nest to 1 Bury Road:** Havebury have decided not to progress any development on this land.
11. **Locality budget:** Pleased to be able to support a variety of applications for locality funding. £1000 to Rougham Sports Hall towards their extra storage plans, £1000 to Stanningfield Parish Council for improvements and new equipment to the play area on the village green and £600 to Bradfield St George for a community apple press. I shall be carrying over £212 into the next financial year making a total of £3024 available for community projects in 2020.

## Appendix 3

From: Frost, Robert [robert.frost@HAVEBURY.COM](mailto:robert.frost@HAVEBURY.COM)

Sent: 28 February 2020 17:40

To: Nicola Glading <[BradfieldCombustwithStanningfieldpc@outlook.com](mailto:BradfieldCombustwithStanningfieldpc@outlook.com)>

Subject: RE: Stanningfield

Good afternoon Nicola

Sorry for the delay in responding.

Following our on-site visit back in January, I provided feedback to my development manager Paul Bonnett.

Please be advised Havebury is not taking forward this scheme.

Many thanks.

Regards Robert

Robert Frost | Project Manager | The Havebury Housing Partnership  
Havebury House, Western Way, Bury St Edmunds, Suffolk, IP33 3SP

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## Appendix 4 - Bradfield Combust & Stanningfield Parish Council Asset Register

Item	Valuation basis	Year	Amount	Disposal	Additions	Total
Village Hall	2010 Proxy value		£325,000			£325,000
Seat x 1	2010 Proxy value		£564			£564
Sports surface	2010 Proxy value	Feb-10	£10,134			£10,134
Playground equipment	2010 Proxy value	Feb-10	£11,004			£11,004
Playground fencing	2019 Purchase cost	Installed May 2019	£3,909			£3,909
Norse Avenue fencing	Purchase Cost	Nov-10	£3,639			£3,639
Allotments	Nominal		£1			£1
Village Green - Stanningfield	Nominal		£1			£1
Village Sign - Stanningfield	Purchase Cost	Mar-11	£1			£1
Seat x 1	Purchase Cost	Mar-11	£536			£536
Memorial seat x 1	Purchase Cost	Jun-11	£1,000			£1,000
Village sign - Bradfield Combust	Purchase Cost	Nov-11	£3,500			£3,500
Grit bins x 3	Purchase Cost	Mar-12	£450			£450
Football posts	Purchase Cost	Jul-12	£500			£500
Overhead projector, stand & acc	Purchase Cost	Oct-12	£588			£588
Lifebouy rings, housing etc	Purchase Cost	Jan-13	£390			£390
Grit bins x2	Purchase Cost	Feb-13	£158			£158
Teen shelter	Purchase Cost	Feb-13	£3,436			£3,436
Bus shelter	Purchase Cost	Feb-13	£2,608			£2,608
War memorial - Stanningfield	Nominal		£1			£1
War memorial - Bradfield Combust	Purchase Cost	Jul-14	£1,790			£1,790
2 x Marquee gazebo (9m x 4m)	Purchase cost	May-14	£648			£648
BBQ equipment	Purchase Cost	May-14	£550			£550

# Bradfield Combust with Stanningfield Parish Council

Nicola Glading, Parish clerk, 6, Albert Rolph Drive Lakenheath, Suffolk IP27 9DA

Tel: 01842 337488

Email: [BradfieldCombustwithStanningfieldpc@outlook.com](mailto:BradfieldCombustwithStanningfieldpc@outlook.com)

Laptop	Purchase Cost	Dec-15	£333			£333
Printer/scanner	Purchase Cost	Dec-15	£96			£96
Village Hall -gazebo	Purchase Cost	Feb-16	£1,892			£1,892
Village Hall Car Park Lighting	Purchase Cost	Apr-17	£1,269			£1,269
Car Park Barrier	Purchase Cost	Nov-17	£576			£576
Cigarette Bins	Purchase Cost	Jan-18	£25			£25
Laminator	Purchase Cost	Mar-18	£22			£22
Filing Cabinet	Purchase Cost	Mar-18	£110			£110
			<b>£374,730</b>	<b>£0</b>	<b>£0</b>	<b>£374,730</b>

\* The asset is given a nominal value to ensure that the Council's ownership and responsibility is recognised and not lost or forgotten

The table above reflects the movement in asset ownership in the year to 31 March 2020

Highlighted items were added through the year

## Appendix 5

### AMENDED BUDGET SHEET 2020-2021

#### ITEM

Stanningfield Comm Assoc	£300.00	
Allotment	£300.00	
Bank interest	0	
Village Hall Car Park	0	
Employment costs	£4,500.00	
Administrative costs	£1,025.00	
Training / Publications	£200.00	
Subscriptions	£500.00	
PC Insurance	£420.00	
Audit	£200.00	
Election costs	£0.00	
Village Hall refurbishment	£0.00	
Village Hall insurance	£1,600.00	
Village Hall running costs	£800.00	
Village Hall Car Park	£0.00	
Village Projects	£1,000.00	
War Memorial	£0.00	
Environmental/ Other costs	£3,155.00	inclusive grass cutting

<b>Total</b>	<b>£14,000.00</b>
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Less Projected Income £630.00

£13,370.00

Note from clerk re reallocation within budget heading:

At the December 2019 meeting (excerpt)

Minute 78. FINANCE/ AUTHORISATION OF PAYMENTS

a) The 2020/21 preliminary budget was unanimously AGREED at £ £13,370.00

This was approved by the Councillors from Paper H (c. 2% increase)

Therefore, the budget follow through was reported at our January meeting, at Appendix 3.

My understanding at the January meeting from your good self was that Environmental/ Other costs should include grass cutting, something that as a new clerk I had not appreciated as being within that heading; nor was this queried at the time.

The total is correct; all that is required is a re-allocation within budget headings which is submitted for this meeting to agree, as the councillors deem appropriate.

I hope that this is helpful

Nicola Glading

BC&S Parish clerk

March 2020

## Appendix 6

### Accounts payable

<b>BC &amp; S Accounts Payable MARCH 2020</b>		REVISED			
<u>Name</u>	<u>Amount</u>	<u>VAT</u>	<u>Payable</u>		
Staff salary (February 2020)	£251.72		NG	see SALC payslip	
Staff salary (March 2020)	£251.72		NG	see SALC payslip	
Office costs (Jan Feb March 2020)	£54.00		NG		
HMRC	£188.60		HMR C		
SALC (GDPR update training)	£13.50	£2.25		see SALC invoice	