

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

MINUTES OF THE BRADFIELD COMBUST with STANNINGFIELD PARISH COUNCIL MEETING held in the VILLAGE HALL, STANNINGFIELD on MONDAY 29th June 2020

Present:

Cllr D Staff

Cllr C Walters

Cllr C Mears

Cllr M Grimmer

In attendance: 3 members of the public, D/Cllr S Mildmay-White, N Glading, parish clerk

2020/109	RECORDING OF MEETING	
	None	
2020/110	APOLOGIES FOR ABSENCE and CO-OPTION OF PARISH COUNCILLORS	
	<p>a) The Council received apologies for absence from Cllr T Langan and C/Cllr K Soons</p> <p>b) Council consented to accept the apologies received</p> <p>c) Co-option of new Parish Councillor(s): There were two members of the public present who were interested in becoming parish councillors. The potential councillors wished to observe the meeting to enable them to make an informed decision about joining the Council: see 2020/116 (e)</p>	
2020/111	DECLARATIONS OF INTEREST	
	None	
2020/112	PUBLIC PARTICIPATION	
	SCA Treasurer to contribute at relevant item (2020/113)	
2020/113	UPDATES FROM COUNTY and DISTRICT COUNCILLORS	
	<p>a) To receive an update from C/Cllr K Soons (this had been emailed to councillors 1st June 2020)</p> <p>b) To receive an update from D/Cllr S Mildmay- White, her report had been emailed to Councillors previously. Additionally, Keeping up to speed has been tricky: pubs, hairdressers should be able to open early July, it is best to check the West Suffolk website for up to date information. West Suffolk continue to lobby MPs over issues, e.g. loss of income/ car parks Newmarket has specific problems with social distancing as there are several narrow passages Safe distancing to be in place at the newly re-opened Bury market West Stow has installed a ground source heat pump The solar farm will produce enough electricity to supply 600 homes The West Suffolk bin collection and recycling service have remained open throughout lock down Water systems will need checking for Car parking charges will be re-instated from 15th June</p>	<p>Appendix 1</p> <p>Appendix 2</p>

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	<p>There are two new tennis courts in Abbey Gardens</p> <p>c) SCA Treasurer The Finance Treasurer Stanningfield Community Association (the group that maintains Stanningfield Village Hall) was present and was asked for their thoughts on the potential expenditure of the £10,000 grant. The SCA Treasurer confirmed that the money will only be used for village hall improvements- it may be expedient to update heaters, the SCA have not had meeting yet. Income lost approximately £2,500 p and running costs remain about the same BC & S Parish Council pay the Hall insurance</p> <p>The play equipment closed has been closed as recommended The grass cutting has been going ahead</p>	
2020/114	MINUTES OF THE PARISH COUNCIL MEETING held on MONDAY 23rd MARCH	
	<p>a) The minutes of the Parish Council meeting held on 23rd March 2020 were unanimously APPROVED and the Chair authorised to sign the same.</p> <p>b) Business remaining from previous meeting: none</p>	
2020/115	MATTERS RELATING to PLANNING/ REGULATORY ORDERS AT BRADFIELD COMBUST & STANNINGFIELD	
	<p>a) NOTED: Suffolk County Council Order 2020 (C685 Stanningfield Road) 40 mph limit as emailed to councillors 30th May 2020 Cllr Grimmer had previously produced a report on the subject, it was further NOTED that this was not referred to C/Cllr K Soons had emailed to confirm that she remains unhappy with the decision, this is a dangerous area</p>	
2020/116	STATUTORY BUSINESS	
	<p>a) The Cashbook, Income and Bank reconciliation (The Accounting Statements) for the year ending 31st March 2020 as transposed onto the AGAR were considered and unanimously AGREED</p>	See website
	<p>b) To consider and approve the completion of the Statement of Assurance for the year ending 31st March 2020 as per the Annual Governance and Accountability Return (AGAR)</p> <p>(i) The Certificate of Exemption 2019-2020 was unanimously AGREED and signed by the Chairman and clerk</p> <p>(ii) The Annual Governance Statement 2019-2020 was unanimously AGREED and signed by the Chairman and clerk</p>	See website

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	(iii) The Accounting Statement 2019- 2020 was unanimously AGREED and signed by the Chairman and clerk																																		
	c) The Annual Internal Audit Report for the year ending 31st March 2020 as produced by the Council's appointed Internal Auditor, SALC, was NOTED . Clerk to report at a future meeting on highlighted actions and the way forward.	See website																																	
	d) It was unanimously AGREED that the clerk is to be paid the increased Allowance for Working from Home effective 1st April 2020 (£6 per week from April 2020 as per HM Revenue and Customs Guidelines)																																		
	e) Co-option of Councillors: The Chairman confirmed that the permitted number of councillors is nine. Anne Sheppard and Katy Bell were co-opted onto BC & S Parish Council. The Acceptance of Office forms were signed. Clerk to supply Register of Interest forms, to be completed within 28 days.																																		
2020/117	FINANCE/ AUTHORISATION OF PAYMENTS																																		
	a) The following payments were unanimously AGREED :																																		
	<table border="1"> <thead> <tr> <th colspan="3">PAYMENTS</th> </tr> <tr> <th>Payee</th> <th>Item</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Clerk</td> <td>Salary April 2020</td> <td>£ 251.72</td> </tr> <tr> <td>Clerk</td> <td>Salary May 2020</td> <td>£ 251.72</td> </tr> <tr> <td>Clerk</td> <td>Salary June 2020</td> <td>£ 251.72</td> </tr> <tr> <td>Clerk</td> <td>Office expenses</td> <td>£ 23.81 cartridges+ £ 5.97 postage £ 29.78 total</td> </tr> <tr> <td>HMRC</td> <td>Tax</td> <td>£188.60</td> </tr> <tr> <td>Keyways Locksmith</td> <td>CCTV system at Stanningfield Village Hall*</td> <td>1179.20</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <th colspan="3">INCOME**</th> </tr> <tr> <td>West Suffolk DC</td> <td>Precept</td> <td>£13,370</td> </tr> </tbody> </table>		PAYMENTS			Payee	Item	Amount	Clerk	Salary April 2020	£ 251.72	Clerk	Salary May 2020	£ 251.72	Clerk	Salary June 2020	£ 251.72	Clerk	Office expenses	£ 23.81 cartridges+ £ 5.97 postage £ 29.78 total	HMRC	Tax	£188.60	Keyways Locksmith	CCTV system at Stanningfield Village Hall*	1179.20				INCOME**			West Suffolk DC	Precept	£13,370
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	<p>*This had been AGREED by email consensus due to the urgency of the anti social issue identified</p> <p>b) To approve any additional requests for payment (on the night) c) Confirmation of any income/ donations/ grants received was NOTED, see above at **</p>																																		

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2020/118	SALC NEW MODEL CODE OF CONDUCT (emailed to cllrs 21 st June 2020)	
	a) The SALC new model member code of conduct was NOTED , no comment was recorded	
2020/119	CHAIRS ITINERARY and REPORTS (on the night)	
	<p>a) Chairs report</p> <p>(i) Trees at Village Hall / UKPN: Cllr Mears has spoken to Stuart Bradnam who is waiting to commence the work once the birds nesting season is finished.</p> <p>(ii) Stanningfield Pavilion: Cllrs Staff and Mears have made a start on the shingle fixing. A contractor will finish the work.</p> <p>(iii) Play area: the repairs are in hand</p> <p>(iv) Update on grass cutting: the second cut in programme seems to have gone well.</p> <p>(v) Update on enhanced security at Stanningfield Village Hall as a result of anti-social behaviour: Suffolk Police advisory : all Councillors have seen the advisory and it was reported that there have been no further incidents since the CCTV had been fitted</p> <p>b) Councillors reports:</p> <p>(i) Cllr C Walters reported that he has walked all the footpaths and can confirm that all are clear</p>	
2020/122	EXCHANGE OF INFORMATION	
	<p>a) (i) NOTED: SARS letter (previously emailed to councillors)</p> <p>(ii) Donations to Churches to be added to the September agenda- clerk is awaiting confirmation of NALC paper from SALC</p>	
	<p>Dates of next meetings:</p> <p>Monday 21st September 2020</p> <p>Monday 23rd November 2020</p> <p>The Meeting closed 9pm</p> <p>DRAFT UNTIL SIGNED</p> 	