

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
Website: <http://bradfieldcombustwithstanningfield.suffolk.cloud/>

MINUTES

of the BC&S Parish Council Meeting held on November 14th 2022 at Stanningfield Village Hall

Present:

Cllr D Staff (Chairman)

Cllr T Langan (Vice Chairman)

C Mears

Cllr T Kaciubsky

Cllr J Clark

In attendance: One member of the public and N Glading, parish clerk

2022/53	CHAIRMAN'S WELCOME and RECORDING OF MEETING	
a.	The Chairman welcomed all to the meeting No recording of the meeting was declared	
2022/54	APOLOGIES FOR ABSENCE	
	a) Apologies for absence had been received from C/Cllr K Soons and Cllr B Austin b) The Councillors consented to accept the apologies received	
2022/55	DECLARATIONS OF INTEREST and COUNCILLOR VACANCY	
a.	None	
2022/56	PUBLIC PARTICIPATION	
	None	
2022/57	UPDATES FROM COUNTY and DISTRICT COUNCILLORS	
a.	To receive an update from County Councillor K. Soons: Not present	
b.	To receive an update from the District Councillor S Mildmay-White: Not present	
2022/58	MINUTES OF THE PARISH COUNCIL MEETING held on 12th September 2022	
a.	The Minutes of the Parish Council meeting held on the 12 th of September 2022 were unanimously AGREED , and the Chair authorised to sign the same.	
b.	Business remaining from the September meeting not on this agenda	
2022/59	MATTERS RELATING TO PLANNING	
a.	Lawshall Neighbourhood Plan – pre submission consultation Be interesting to keep track, no specific comment	
b.	Response noted Application No: DC/22/1590/FUL Expired: 11 October 2022 (consultation by email) Proposal: three light industrial units with associated parking and landscaping (following demolition of existing agricultural buildings) Submission to planning officer sent 10 th October 2022	
2022/60	MATTERS RELATING TO STANNINGFIELD PLAYGROUND and BUS SHELTER	
a.	Update on repair programme to playground	Appendix 1

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	<p>Cllr Mears reported that he had met with Tim McGhee from the play inspection company. There had been no specific `red marks` but BCS decided to close the area, to be safe.</p> <p>The councillors considered quotations from</p> <p>(i) Eastern Play Services: £3,215 quotation (rub down, treat etc) £1,105 wet pour only</p> <p>(ii) Wickstead replacement swings (prices don't include installation) An alternate solution is that volunteers could rub down and paint ourselves</p> <p>Proposal: Accept EPS quotation of £1,105, then have a fresh look (consider getting a team of volunteers to do the rubbing down and painting (Spring 2023) AGREED unanimously Cllr Mears will inform Eastern Play Services</p>	
b.	<p>Update on repair programme to bus shelter</p> <p>(i) Quotations for replacement/ repair of the bus shelter</p> <p>1. Refurbish existing/ new materials from Broxap £3,700 estimate – with volunteer painters and taking it down</p> <p>(ii) Shelter solutions – considered various options size and design / Cllr Soons had offered us £500 towards this (once work completed- before 31st March)</p> <p>It was AGREED to purchase Shelter solutions @ £5,000 colour moss green The old bus shelter could go onto ebay/ Gumtree Need delivery date so can arrange installation date Cllr Mears has already applied for a grant: clerk to chase payment</p>	<p>Appendix 2</p> <p>Clerk</p> <p>Clerk</p>
2022/61	MATTERS RELATING TO ANTI SOCIAL BEHAVIOUR	
a.	<p>Update on anti-social behaviour: should have had a meeting two weeks ago with Havebury and WSC family liaison and Police: deferred to this Thursday. There had been a report of a motorbike on Bridleway at night</p>	
2022/62	MATTERS RELATING TO FINANCE	
a.	The Accounts Payable for November 2022 were APPROVED	Appendix 3
b.	The signatories were authorised to sign the relevant cheques	
c.	BC&S Budget 2023-2024 was considered	
d.	BC&S Precept 2023-2024 was considered. Councillors AGREED that the precept should remain the same.	
2022/63	MATTERS RELATING TO GOVERNANCE	
a.	BC&S Councillors reviewed and APPROVED the Bradfield Combust with Stanningfield Parish Council Standing Orders	
b.	Review of the Bradfield Combust with Stanningfield Parish Council Financial Regulations DEFERRED	
c.	<p>Engagement of internal auditors 2022-2023 Clerk would prefer to remain with SALC to address the issues raised</p>	

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d.	Councillors considered a secure email system (in line with internal audit issue raised as above) It was RESOLVED that this would not be implemented, councillors prefer the status quo.	
2022/64	CHAIRMAN'S ITINERARY, REPORTS and CONSULTATIONS	
a.	Chairman`s report: (i) The renovation of Stanningfield`s telephone box in Spring: DEFERRED (ii) Review of the current Emergency Plan (see website) (names need changing) DEFERRED (iii) The Elections May 2023 were considered	
b.	Councillor`s reports (on the night) (i) Cllr T Langan will attend the SALC Area Form on 16th November 2022, will report back at the next meeting (ii) Cllr C Mears - report on progress with Ashtons Solicitors. Caution is the issue. Timeline of events has been produced by Ashtons. Cllr Mears has spoken to Rebecca at Ashtons (iii) Solar heating at the Village hall 12-14k: scheme where local council would install. If we purchase would be able to sell back to the national grid and have free electricity. Very early stages. More info and estimates are required. £1 grant identified, may be more.	
2022/65	EXCHANGE OF INFORMATION	
a.	To exchange any relevant information at the discretion of the Chairman (i) Saturdays Bazaar did not make as much as before, needed to be on social media. (ii) Beechcroft trees- hedges are overhanging making it dangerous to walk (next meeting) (iii) Tree cutting is in hand (iv) SID / ANPR: clerk to establish if this project is now complete (v) Donna was asked to give BCS a quote (will be in Spring 2023) low fences opposite pub	clerk
	Date of next meeting: January 16 th 2023 March 13 th , May 15 th , July 10 th , Sept 11 th , Nov 13 th	

9.48 pm meeting closed

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Appendix 1

FAO: Clive Mears

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Stanningfield Parish Council.

EPS

Lea Lane

Lea Farm

Great Ashfield

Bury St Edmunds

IP31 3HL

Tel: 01473 785269

Mobile: 07483 351057

E-mail: maintenance@easternplayservices.co.uk



Date: 3/9/22

Quote Ref: Stanning field play repairs.

EPS
Maintenance & Repairs

Dear Clive.

It is our pleasure to supply you with our quotation to carry out the following works

QUOTATION DETAILS.

TIMBER MULTI PLAY UNIT.

Rub down and re stain unit, Rub down and re paint metal components.

TODDLER SWING.

Rub down timber and re stain. Re fit chains and seats.

Registered address: Office 3, Red House Bams, Ashbocking, Ipswich, Suffolk, IP6 9LD

Company number: 10193980 VAT number: 242 4516 28

Eastern Landscapes & Fencing is a division of Eastern Play Services Ltd



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JUNIOR SWING.

Rub down and re paint in green exterior gloss. Re fit chains and seats.

WET POUR EDGING AND GAPS.

FLAT SWING. Repair 18 liner meters of safety surface edging in black.

TIMBER MULTI PLAY UNIT. Repair 25 liner meters of safety surface in black.



Total: £ 3215.00
Vat: £ 643.00
Sub total: £ 3858.00

REMOVE OLD METAL JUNIOR SWING AND SUPPLY AND INSTALL NEW PLAYDALE JUNIOR SWING SET.



Total: £ 3870.00
Vat: £ 774.00
Sub total: £ 4644.00

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This quotation is valid for 30 days from the date given above and if acceptable we would require written confirmation or a purchase order number.

Yours sincerely,

Eastern Play Services

Maintenance Manager - Kevin Lloyd



Terms & Conditions

'The Company' referred to within these terms includes 'Eastern Play Services Ltd' or it's trading division 'Eastern Landscapes and Fencing'.

Quotation

The quotation provided is valid for a period of 30 days. Acknowledgement and acceptance of the quoted works proposed, is made by the client accepting the agreed works within the 30-day period, at which time the client will be bound by all terms and conditions set out in this quote and the quote becomes a legally binding contract for works. If, during the contract, additional works are requested by the client or necessary works are identified that were impossible to identify at the point of survey, an additional quote will be proposed and works continued after acceptance.

Cancellation of works within seven days of an agreed start date may incur expenses to include: administration charge of £200+VAT, labour at a day rate of £260 + VAT and reimbursement in full for any materials purchased.

The Company is at liberty to request a deposit to cover the costs of the materials if these are considered to be of high value; this is to instil trust and to aid our cashflow. The Company may also request an interim payment

Registered address: Office 3, Red House Barns, Ashbocking, Ipswich, Suffolk, IP6 9LD



Company number: 10193980 VAT number: 242 4516 28



Playground Project

Refurbish existing equipment

Eastern Play Services

Rub down and treat wooden and metal parts, repair Wet Pour = £3,215.00

Repair Wet Poor only = £1,105.00

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Eastern Play Services

Remove old metal double swing and replace with New Playdale Double swing = £3,870.00

Wicksteed

Replace existing swing with cradle seats with new Wicksteed Equivalent = £3,656.50

Replace existing double swing with flat seats with Wicksteed equivalent = £2,785.00

NB

All prices are excluding VAT

Appendix 2



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Proposal – 1nr. 3.00Mtr x 1.30Mtr Dome or Pitched Roof Bus Shelter Options

Below is an image showing the style of Bus Shelter envisaged for the scheme. Please note this is a Pitched style, Dome as requested is no problem.

Full Specification:

- To manufacture, deliver and install a 3.00Mtr x 1.30Mtr Bus Shelter. The bus shelter will utilise a 4.0mm THK bronze tinted UV stable polycarbonate glazed roof and fully glazed front, side and rear panels using our own unique aluminium beading section.
- The main frame of the bus shelter will be constructed from high grade 80.0mm x 50.0mm extruded aluminium, whilst the roof purlins will be manufactured from 80.0mm x 40.0mm extruded aluminium section. All aluminium extrusions are to be Durateal® coated to a RAL or British Standard colour of your choice at no extra cost.
- The bus shelter will be supplied in kit form, whilst the roof will be supplied pre-assembled. The lowest point of the bus shelter will stand at the legally required standard of 2.10Mtrs to comply with regulations.
- The rear and side glazing panels of the bus shelter will utilise 6.0mm THK toughened safety glass. This style of glazing system is extremely hard wearing and vandal resistant, whilst also maintaining its appearance after many years of service.
- The glazing material for the roof will consist of 4.0mm THK Tinted UV stable polycarbonate, which is easy to maintain.
- As an optional extra you have the option to specify a timetable case and a flag pole bracket. All components will be powder coated to the same RAL or British Standard colour as the bus shelter. The prices for each individual item can be seen below.
- The Bus Shelter will be top-fixed onto the existing advised concrete base. Once the Bus Shelter has been installed, the localised area will be cleaned, and any foreign materials removed.



Pricing Structure:

1nr. 3.00Mtr x 1.30Mtr Bus Shelter – Any Sized End Panels: £ 4,450.00 + VAT

Including Manufacture, Delivery & Installation

1nr. 3.00Mtr x 1.30Mtr Bus Shelter – Double Front Entry: £ 4,740.00 + VAT

Including Manufacture, Delivery & Installation

1nr. 3.00Mtr x 1.30Mtr Bus Shelter – Fully Enclosed (Single Front Entry): £ 5,015.00 + VAT

Including Manufacture, Delivery & Installation

Optional Extras:

1 Nr. Timetable Case: £ 140.00 + VAT

Including Manufacture, Delivery and Installation

1 Nr. Flagpole Bracket: £ 70.00 + VAT

Including Manufacture, Delivery and Installation

PLEASE NOTE – Quotations are valid for 30 days

PLEASE NOTE – Quotations do not allow for traffic management if required

PLEASE NOTE – VAT will be charged at a standard rate of 20%

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Thank you for taking the time to read through the quotation that I have provided for you.

I hope all the information supplied here is sufficient, but if you need to discuss this quotation in further detail or would like any further assistance, please do not hesitate to contact me.

Kind Regards,

Robert Leghorn


Unit 12, Custom Complex
Yardley Road
Knowsley Industrial Estate
L33 7SS

Tel: 01942 625 577
Fax: 01514 470 251
Email: Robert@shelter-solutions.co.uk
Web: www.shelter-solutions.co.uk



Refurbishment details for Bus Shelter

From: Angela Johnson <angela.johnson@broxap.com>

Sent: 12 September 2022 13:54

Subject: Replacement Panels - Bradfield Combust With Stanningfield Parish Council IP28 4RE

Thank you for your enquiry for the replacement panels, we are pleased to offer you the following:

Previous ORD number: ORD00111421

Shelter type: Bespoke Harrowby' Shelter

Shelter Dimensions: 4160 (l) x 2040 (w) x 2295 (h)

Age of Shelter: 2013

Photo attached: No

Panel Dimensions:

2 no 2151x2010mm

Panel Type: End

2 no 3735x2040mm

Panel Type: Roof

3 no 2050x940mm

Panel Type: Front

Panel Colour: Clear

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Panel Material: 5mm PETg UV
Includes fixings. Cover strips to be reused.

£2014.00

1 x Delivery charge based on carriage to IP29 4RE postcode area (3.5 tonne vehicle No off-loading)
= **£579.00**

Total - £2593.00 – Supply Only

PLEASE NOTE: ALL ARE PRICES EX. VAT Lead time – approx. 2 - 4 weeks supply only (if your order is imminent and improved lead times are required, please contact me).

Prices and availability of raw materials continues to fluctuate; however, we are working hard to continue to offer our Value for Money solutions and remain competitive within the market.

Where unavoidable, any adjustments to the prices or lead times stated within this offer, will be confirmed in line with the Quotations and Price provisions from Broxap Terms and Conditions of Sale.”

If you would like to go ahead with an order, please respond by return confirming the descriptions/prices shown above, also confirming your invoice/delivery addresses and any order numbers that you would like us to reference or provide an official PO.

We will then issue either a proforma invoice for upfront payment or an order confirmation depending on your account status. Please let me know if you require any further details and let me know how you get on with the job.

Thank you for your enquiry.

Kind Regards, Angela Johnson Technical Sales Advisor

T: [01782 571623](tel:01782571623) angela.johnson@broxap.com | www.broxap.com

Appendix 3

BC&S ACCOUNTS PAYABLE NOVEMBER 2022

<u>Payee</u>	<u>Item</u>	<u>Amount</u>	<u>VAT</u>
N Glading	Salary Oct 2022	£269.20	£0.00
SALC	Payroll fee	£54.00	£9.00
First Connect Fire and Security Ltd	Stanningfield Village Hall annual fire extinguisher service	£211.34	£35.22
After Agenda out			
Acorn Air conditioning and Heating	Service	£190.20	£31.70
PKF Littlejohn LLP	External audit	£240.00	£40.00