

DRAFT UNTIL SIGNED

Minutes of Bradfield Combust with Stanningfield Parish Council meeting held on Monday 7th July 2025 at 7.30pm

In attendance:

Councillor R Duchesne	Chair
Councillor G Broad	Vice Chair
Councillor S Mayhew	
Councillor J Clark	
Ms Jane Spenser	Clerk

Members of the electorate and other attendees:

3 members of the electorate.

Suffolk County Councillor Karen Soons

The meeting opened at 7.30pm. A reminder to everyone that the meeting was being recorded for accurate writing of the minutes.

2025/130	<p><u>Apologies and acceptance for absence</u></p> <p>Apologies requiring consent to absence received from Councillor S Tyrell.</p> <p>Apologies not requiring consent to absence received from West Suffolk Councillor Sara Mildmay-White.</p>	
2025/131	<p><u>To receive member's declaration of interest and dispensations relating to items on this agenda.</u></p> <p>None received.</p>	
2025/132	<p><u>To resolve that the minutes of the annual meeting of the council held on Monday 12th May 2025 are a true and correct record.</u></p> <p>It was resolved that the minutes of the annual council meeting on Monday 12th May 2025 were a true and correct record. The minutes were signed by the Chair.</p>	
2025/133	<p><u>Progress reports for information</u></p> <p>a. Chair's report</p> <p>The Chair reported on receiving the new village notice board and that Cllr Mayhew will purchase the Postcrete needed for the install. Councillors met on Sat 28th June at the proposed site to confirm the correct location of the notice board. The Chair will liaise with Cllr Mayhew to arrange a date for install.</p>	

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b.	<p>The metal frame around the village sign has been repaired, sandblasted and re-painted. When the sign is finished the Chair will arrange for the two pieces to be reunited and the village sign put back up.</p> <p>Tony Langan has conveyed his thanks to the Parish Council regarding the tree for the Bradfield Combust village green which is now in situ.</p> <p>The Chair confirmed that the skip is booked with Culford Waste for 18th to 21st July in order to remove the remaining rubbish and debris from the allotments. If Councillors are available to help with the rubbish collection it would be appreciated.</p> <p>Clerk's progress report on previous agenda items and any urgent matters since the last meeting.</p> <p>1) Communication was received and passed on to Councillors from the owner of the land behind Westview, asking permission to access the land via the Parish Council land (access to the allotments) to place a skip. Permission was granted for this purpose. Originally it was planned for June but further updates were that it would be after bird nesting season and waiting for fledglings to clear, so mid to late August potentially.</p> <p>2) Numerous sites have been updated regarding the contact information for Stanningfield Village Hall. This includes a Google search which now has Sam's telephone number as booking contact. Search engines like Bing may take some time/years to pick up that change.</p> <p>3) Contact made with the Community Policing Team regarding concerns over speeding in Stanningfield. PCSO Darvill will organise some speed checks through the village.</p> <p>4) Waiting to hear back from Top Garden Services with a quote for the trees/bushes and fence outside Norse Avenue.</p> <p>5) The tree in honour of Tony Langan's long service to the Parish has been purchased for placement on the Bradfield Combust Green. A plaque and wording needs deciding on.</p> <p>6) The Clerk attended a 2 day allotment training course. This was interesting and needs further discussion. Recommend the Parish Council becomes a member of the National Allotment Society. Many document templates are available. Items to discuss further are:-</p> <ul style="list-style-type: none"> - Gates - Noticeboard 	
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	<ul style="list-style-type: none"> - Policies - Plot sizes - Inspections (timely, fair, unintrusive, appropriate) - Risk Assessment - Wildlife area - Disability accessible plots (raised bed, designated plot/s) - Plot size 	
2025/134	<p><u>Public participation session (15 minutes) followed by reports and updates from Police, District and County Councillors</u></p> <p>a. Councillor Karen Soons – Suffolk County Council Report emailed to Councillors.</p> <p>b. Councillor Sara Mildmay-White – West Suffolk Council Apologies received. Report circulated to Council Members ahead of the meeting and included here in the minutes:-</p> <p>West Suffolk District Councillor’s report - July 2025</p> <p>Local Plan: The inspectors’ report into the examination of the West Suffolk Local Plan was received on 1st July. This marks the end of the examination period and will now be taken to our next council meeting on 15th July with a recommendation that council formally adopt the local plan. The full report and schedule of main modifications are available on the West Suffolk Council website. To view this, click on the strategic planning link and then local plans.</p> <p>1.Rougham Ward villages: There are no changes to the designation of our smaller villages in the Rougham Ward. The provision of new homes is directed towards the more sustainable settlements in the settlement hierarchy.</p> <p>2.Rougham: Is designated a local service centre with a population of around 1,300. One site, an extension to the current site, is allocated for around 30 homes ,13 of which have planning permission and are under construction along Kingshall Street.</p> <p>3.Rougham Airfield: This site is allocated for around 500 homes and 20 hectares of employment land.</p> <p>4.Land North of Mount Road: This site is allocated for up to 120 homes. Both these sites are within Rougham Parish although they continue to be classed as extensions to Bury St Edmunds.</p> <p>5.Rougham Hill Redevelopment: A planning application to redevelop the derelict former household waste site in Bury St Edmunds creating around 80 jobs is to be submitted in the</p>	

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c.	<p>next few days. Aldi and Wendy's burger chain have signed agreements to lease buildings.</p> <p>6. Local Government reorganisation: All councils continue to work on their different submissions and final business case ready to be submitted to Government for 26th September. Suffolk County Council are proposing one unitary council with the districts suggesting a multiple unitary model.</p> <p>7. Locality budget funding: Please let me have any plans for my locality funding budget of £2,800. The money should be allocated by January 2026 so please let me know of any plans you may have for schemes in your villages. Our locality officer Chris Swabrick is available to talk through or visit villages to discuss proposed schemes and advise on additional funding if necessary.</p> <p>8. Summer holiday activities: West Suffolk Council's programme of free activities over the summer holidays for children from families in need of support has opened for bookings.</p> <p>Sgt Matt Gilbert – Community Policing Team</p> <p>The Community Policing Team for Bradfield Combust with Stanningfield don't attend Parish Council meetings. The below information has been provided due to concerns raised by residents regarding heightened activity in Stanningfield.</p> <p>Apologies that an update wasn't received when requested last time around the beginning of May. Ordinarily as a Force we don't attend parish meetings – this was brought in quite a few years ago now by the senior command team, citing due to other policing priorities it was no longer feasible to attend. Furthermore, we also ceased compiling reports, however when there's a crime series or say ongoing issues raising community tension, we're more than happy to provide a short report/summary explaining why the police presence or address any concerns where we can.</p> <p>Recently there have been a number of issues between a small number of houses mostly in and around Norse Ave – several weeks ago we had two calls concerning the same 2 houses having some kind of altercation between a number of people and two people were arrested.</p> <p>Unrelated to this, we have actively been seeking the whereabouts of a male who was supposedly staying at an address in the village, I believe his details were circulated on social media, this would be why there was armed police attending and searching addresses.</p>	
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	<p>I can also clarify Pc Emma Macduff was making enquiries into ASB involving some children in Norse Ave kicking footballs against a person's house, this occurred back in April and a joint visit was arranged with Havebury, unfortunately they cancelled.</p> <p>These enquiries will continue into the ASB and the assault offences that occurred at the beginning of June.</p> <p>I hope this assists and addresses some of the concerns that have been raised.</p>	
2025/135	<p><u>Planning matters</u></p> <p>None at this time.</p>	
2025/136	<p><u>Governance and Finance</u></p> <p>a. To receive the bank reconciliation APPENDIX A</p> <p>The reconciliation of the bank account to 30th June 2025 was circulated to council members ahead of the meeting. A copy was signed by the Chair and will be held with the signed minutes of this meeting.</p> <p>b. To approve and authorise the accounts payable APPENDIX B</p> <p>Payments were approved and authorisation to make payment was given.</p> <p>c. To resolve to adopt the reviewed and updated Financial Regulations 2025 APPENDIX C</p> <p>The Financial Regulations 2025 were circulated to Council Members ahead of the meeting. It was resolved to adopt the updated Financial Regulations.</p>	
2025/137	<p><u>Governance and Statutory business</u></p> <p>a. To resolve to adopt the reviewed and updated Standing Orders 2025 APPENDIX D.</p> <p>Following changes made nationally to the model template Standing Orders by National Associations of Local Councils, the Parish Council has reviewed and resolved to adopt those changes.</p> <p>b. To receive and adopt the below policies which will be published on the website -</p> <p>1) Complaints Policy 2) Grant Awarding Policy</p>	

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	<p>3) Reserves Policy</p> <p>The above policies were circulated by email to council members ahead of the meeting for review and consideration. The policies were approved for adoption and will be available on the Parish Council website.</p>	
2025/138	<p><u>To receive and discuss the play area report for June 2025 APPENDIX E</u></p> <p>The play area report for June was circulated to council members ahead of the meeting. The Parish Council Members and the Clerk met at the site to review the report ahead of the meeting. The Annual Operational Inspection Report is due out shortly.</p> <p>Cllr Mayhew agreed to take on some of the minor repairs listed in the report regarding tightening fittings and clearing away the moss build up along with replacing the gate spring on the pedestrian gate.</p> <p>Council Members also agreed to source quotations for some additional equipment in the park, a springer and spinning cup. The Clerk will obtain the quotations.</p> <p>It was also agreed the Clerk would enquire about replacing the dog waste bin by the park with an all purpose bin.</p> <p>It was further agreed to look into replacing the goal posts and nets.</p>	Cllr Mayhew/Clerk
2025/139	<p><u>To approve the purchase of replacement defib pads for Bradfield Combust</u></p> <p>Mr Andy Tucker of Bradfield Combust has reported to the Clerk that the defib pads for the device in Bradfield Combust expire on 2nd Sep 2025.</p> <p>The Zoll AED 3 pads currently cost £226.80 (incl. VAT) through St John Ambulance.</p> <p>It was resolved to accept the cost for the replacement pads. The Clerk will order these pads prior to the expiration date of the existing pads.</p>	Clerk
2025/140	<p><u>To discuss the EV charging point agreement for Stanningfield Village Hall</u></p> <p>The Chair asked Council Members for their views regarding the installation of the EV charging points at the Stanningfield Village Hall prior to instructing a solicitor to review the contract. It was confirmed by Council Members that the Parish Council,</p>	Clerk

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	<p>not the SCA, will sign both the lease and the cluster agreement. There were, however, questions and concerns raised regarding how much use the EV charging points would get and whether it was worth going through with the install along with concerns and questions over insurance and liability of the equipment. The Clerk will contact SCC and will let the Council Members know their response.</p>	
2025/141	<p><u>Matters relating to Allotments</u></p> <p>Report from Cllr R Duchesne</p> <p>Skip has been ordered and paid for to remove the remaining waste at the allotment site. Richard Duchesne has kindly mowed the grass on the allotments which not only tidies it up but also mitigates potential fire risk hazards. Residents of Hambro Cottages were thankful. Tenants are managing the allotments well and generally the site looks much better. It is evident that efforts are now being made to keep the whole allotment area in good order. The two new tenants have begun cultivating their plots. Most plots are well cared for and are actively producing fruits and vegetables.</p> <p>The Clerk attended the Allotment Training provided by the National Allotment Society. The Clerk suggested the Parish Council become members of the Society to make use of advice and templated documents.</p>	
2025/142	<p><u>Matters relating to Stanningfield Village Hall</u></p> <p>Report from SCA by Cllr J Clark</p> <p>New lights have been fitted on the doors and an electrician attended to sort the lights in the ladies toilets. New fencing is needed at the rear of the garden which the SCA will look into.</p> <p>The fete raised around £900.00.</p>	
2025/143	<p><u>Matters for the next meeting</u></p> <p>Review of allotment pricing and contracts. Play area.</p>	
2025/144	<p><u>To confirm date of the next meeting</u></p> <p>To confirm the date of next meeting is Monday 8th September 2025.</p>	
2025/145	<p><u>Meeting closed</u></p> <p>The meeting closed at 8.42pm</p>	

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