

DRAFT UNTIL SIGNED

Minutes of Bradfield Combust with Stanningfield Parish Council meeting held on Monday 13th January 2025 at 7.30pm

In attendance:

Councillor R Duchesne Vice Chair (In the Chair)
 Councillor S Mayhew
 Councillor S Tyrell
 Councillor J Clark
 Councillor G Broad
 Ms Jane Spenser Clerk

Members of the electorate and other attendees:

5 members of the electorate.

West Suffolk District Councillor Sara Mildmay-White

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.

2025/71	<p><u>Apologies and acceptance for absence</u></p> <p>Apologies received from Cllr A Langan.</p> <p>The council members consented to accept the apologies received.</p>	
2025/72	<p><u>To elect a Vice Chair following the resignation of Councillor A Clarke</u></p> <p>Cllr G Broad proposed Cllr R Duchesne to the role of Vice Chair. Cllr S Mayhew seconded the proposal, all agreed. Cllr R Duchesne accepted the proposal as Vice Chair.</p> <p>As Vice Chair and in the absence of the Chair, Cllr R Duchesne Chaired the meeting.</p>	
2025/73	<p><u>To receive member's declaration of interest and dispensations relating to items on this agenda.</u></p> <p>None were received.</p>	
2025/74	<p><u>To resolve that the minutes of the meeting of the council held on Monday 11th November 2024 are a true and correct record.</u></p> <p>It was resolved that the minutes of the meeting on Monday 11th November 2024 were a true and correct record. The minutes</p>	

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	were signed by the Chair of the meeting.	
2025/75	<p><u>Progress reports for information</u></p> <p>a) Chair's report</p> <p>Cllr A Langan reported to the Clerk that he is still working on getting the EV Charging points installed at the earliest convenience. Currently the Landlord of The Manger is waiting on a necessary response from the brewery and this is holding things up now.</p> <p>b) Clerk's progress report on previous agenda items and any urgent matters since the last meeting.</p> <p>£500 Locality Budget Grant Funding has now been approved and awaiting receipt of the funds to then purchase a new bench to replace the vandalised one.</p> <p>Councillor R Duchesne now has access to online banking to be able to approve payments set up by the Clerk. Councillor A Langan is due to do the same.</p> <p>The Clerk has given CMAC Specialists the go ahead to complete the Asbestos survey at the Village Hall requested by the Insurer.</p> <p>Neil Horne will be looking at the Stanningfield Village Sign during February to determine if the sign is able to be restored and repainted or whether it will need replacing.</p> <p>The website will shortly be going over to: bradfieldcombustwithstanningfieldpc.gov.uk There are mailboxes ready for Councillors to use.</p> <p>There are some changes that have had to be made to the approved Community Emergency Plan. These changes have been made after consulting Tarik – Suffolk Emergency Planner.</p> <p>2 defibrillators have been purchased and thanks to Pauline and John at The Red House for taking receipt of these. John will be installing the units later in January.</p>	
2025/76	<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 In attendance. Report emailed to council members.</p>	

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b.	<p>Councillor Sara Mildmay-White – West Suffolk Council</p> <p>1. Suffolk Police and Crime Plan consultation 2025 to 2029. Consultation runs until Monday 20th January 2025: www.smartsurvey.co.uk/s/SuffolkDraftPoliceCrimePlan/ to take part in the survey.</p> <p>2. Suffolk Community Foundation Surviving Winter Campaign. Individuals can apply for support through this fund if they meet the following criteria: Aged 66 plus. Not on pension credit maximum income £20,000 individual or £24,000 as a couple, maximum savings £5,000, live in Suffolk. Please contact survivingwinter@gatehouse.org.uk or contact your local councillor.</p> <p>3. Council use of glyphosate. West Suffolk Council has reluctantly voted to reintroduce the use of glyphosate to manage weed control. Having tried a variety of alternatives to no manageable effect WS will use glyphosate in strictly controlled areas i.e. pavements and hard tarmac areas.</p> <p>4. Bury Leisure Centre. Following the shelving of the Western Way development plans for a new leisure centre, the present Labour led council agreed to a modest refurbishment of the existing centre on an initial budget of £6.2 million. Council have now agreed to fund an extra £2.1 million to enable the existing centre to continue operating for 10 years. It is a great disappointment that the present administration would not future proof for our population growth and provide the more ambitious facilities for future generations rather than this short-term plan.</p> <p>5. Local Government devolution for Suffolk. On December 16th 2024 The Government published a white paper on English Devolution. The deputy Prime Minister has invited places like Suffolk and Norfolk without devolution agreements in place to come forward with proposals for their areas by July 2024. A number of areas will be invited to join the Devolution Priority Programme with the aim to deliver institutions and have Mayors elected in the May 2026 elections. Suffolk County Council have until 10th January to submit an expression of interest in being part of the Devolution Priority Programme. SCC is therefore holding an extraordinary meeting of councillors on January 9th to debate and vote on a proposal. The meeting will be live streamed on the council's You Tube channel: https://www.youtube.co,/users/SuffolkCC</p> <p>6. Abbey Garden lavatories: A £400,000 refurbishment together with provision of baby changing facilities will be undertaken at the Abbey Garden lavatories. Work will commence on January 6th, temporary facilities will be in place for the entirety of the 6 month project.</p>	
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2025/77	<p><u>Planning matters</u></p> <p>DC/24/1719/FUL – change of use from home office to holiday let. Location: Fox House, Bury Rd, Stanningfield. No comment was made to this application.</p> <p>DC/24/1784/OUT – Outline planning application (all matters reserved) – one dwelling. Location: Adjacent 14 Beechcroft, Stanningfield. OBJECT based on a constrained site and loss of light and privacy to neighbouring properties.</p> <p>DC/24/1806/OUT – Outline planning application – one dwelling. Location: 1 Hoggards Green, Stanningfield. OBJECT loss of privacy to neighbouring properties, loss of light and concerns over access.</p>	
2025/78	<p><u>Finance</u></p> <p>a. To receive the bank reconciliation APPENDIX A</p> <p>The reconciliation of the bank account to 31 December 2024 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 approve the draft budget for 2025/26 APPENDIX C</p> <p>The draft budget prepared by the Clerk in consultation with the Chair was previously discussed at the November meeting. No changes have been suggested since that time. It was resolved to accept the proposed budget.</p> <p>d. To approve the precept application for 2025/26 APPENDIX D</p> <p>The precept application was approved and signed by the Chair of the meeting and the Clerk. The Clerk will now submit the application to West Suffolk Council by the deadline.</p>	
2025/79	<p><u>Statutory business</u></p> <p>a. To review and adopt the circulated Standing Orders.</p> <p>The Clerk had undertaken an annual review of the current Standing Orders and circulated these to council members ahead of the meeting. It was resolved to adopt the proposed Standing Orders without amendment.</p>	

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b.	<p>To review and adopt the circulated Financial Regulations.</p> <p>The Clerk had undertaken an annual review of the current Financial Regulations and circulated these to council members ahead of the meeting. It was resolved to adopt the proposed Financial Regulations which are now more in keeping with the online banking in place.</p>	
c.	<p>To review and update the circulated Asset Register.</p> <p>Council members made some suggested amendments to the circulated asset registers and provided the Clerk with certain information that was missing from the held register, mainly regarding locations of certain assets. There is a filing cabinet to be removed from the register and an old laptop held by the current Clerk but not used. The new defibrillators have been added. With these changes made the Asset Register was adopted for the next year.</p>	
2025/80	<p><u>To receive play area report for December 2024 APPENDIX E</u></p> <p>The play area report for December 2024 was circulated to council members ahead of the meeting. The Clerk will continue to monitor these reports for actioning of repairs when necessary.</p>	
2025/81	<p><u>To discuss and resolve the circulated Wayleave agreement from City Fibre</u></p> <p>Cllr R Duchesne is concerned over the size and placement of the cabinets and with regards to the dotted line on the planning being quite a vague indication of location of dig.</p> <p>Other council members shared these concerns. The Clerk will contact City Fibre for clarification on these matters before the Wayleave agreement is signed.</p>	
2025/82	<p><u>To discuss potential restoration or replacement of Stanningfield notice boards</u></p> <p>Cllr G Broad had produced a thorough handout regarding the current boards in the village. Discussion was had as to whether the boards should be restored or replaced and whether they should be relocated.</p> <p>The favourable decision was to reduce the number of signs and for the Clerk to obtain quotations for a new village notice board of greater size to be placed near the bus stop as a well-used, central location. The noticeboard would predominantly be to publish Parish Council notices but if the board is increased in size, it would allow space for clubs and groups to display necessary publications about their services.</p>	

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2025/83	<p><u>To discuss highways matters and speed indicator signs</u></p> <p>As you approach Stanningfield from the Chapel end and from Gt Whelnetham, signs are believed to be in the wrong place and should perhaps be moved to decrease traffic speed to 30mph earlier on the approach to the village. County Councillor Karen Soons asked if the Clerk could email her and she will investigate this with Suffolk Highways to make sure the signs are where the legal speed limit changes.</p> <p>The speed indicator signs to remind drivers of their speed are rotated and batteries charged by David Staff and Clive Mears. They are happy to do this.</p> <p>Cllr Mayhew would like to explore further speed reduction ideas. The Clerk will gather information regarding the Speed Watch initiative.</p>	
2025/84	<p><u>Matters relating to Allotments</u></p> <p>a. To further discuss plans and schedule for clean-up and maintenance</p> <p>Cllr R Duchesne has spoken with some of the allotment holders. February/March time would be ideal for land work. In order to carry out work to the ditch and unused allotments and hedges, Cllr R Duchesne reports that the machinery would need a 4 metre width and this would therefore cause damage to some allotments in the process of getting on to the allotments.</p> <p>There is necessary and long overdue work required on the allotments but access is an issue. It was decided to call a meeting of the allotment holders to discuss how to proceed.</p> <p>The Clerk will email allotment holders to attempt to schedule a meeting with them and representatives of the Parish Council.</p> <p>b. To discuss and approve skip/s hire</p> <p>Discussion was had over a village clean up with perhaps a focus on the allotments and clearing the rubbish left behind from previous allotment holders. If that takes place and the rubbish could be gathered before ordering a skip, then the size required could be established.</p>	
2025/85	<p><u>Matters relating to Stanningfield Village Hall</u></p> <p>a. Report from SCA by Cllr J Clark</p> <p>Cllr J Clark reports that all lighting in the hall has now been upgraded to LED. There are currently no bookings at the hall.</p>	

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b.	To update on conclusion of Memorandum of Understanding Cllr J Clark reports that the SCA had a meeting to discuss the Memorandum of Understanding and agreed to approve and sign the document along with the Parish Council. The Clerk will arrange for this to take place.	
2025/86	<u>Matters for the next meeting</u> None currently.	
2025/87	<u>To confirm date of the next meeting</u> To confirm the date of next meeting is Monday 10 th March 2025.	
2025/88	<u>Meeting closed</u> The meeting was closed at 9.40pm	

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