

DRAFT UNTIL SIGNED

Minutes of Bradfield Combust with Stanningfield Parish Council meeting held on Monday 10th March 2025 at 7.30pm

In attendance:

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

Members of the electorate and other attendees:

1 member 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.

2025/89	<u>Apologies and acceptance for absence</u>	
	No apologies to note.	
2025/90	<u>To receive member's declaration of interest and dispensations relating to items on this agenda.</u>	
	Councillor Langan declared his interest in DC/25/0355/TPO that was received and circulated to Councillors ahead of the meeting but after the issue of the agenda. Councillor Langan will not vote or be part of any discussion on this matter.	
2025/91	<u>To resolve that the minutes of the meeting of the council held on Monday 13th January 2025 are a true and correct record.</u>	
	It was resolved that the minutes of the meeting on Monday 13 th January 2025 were a true and correct record. The minutes were signed by the Chair of the meeting.	
2025/92	<u>Progress reports for information</u>	
a)	Chair's report	
	Councillor Langan reported his disappointment with the meeting he attended on behalf of the Parish Council regarding the Hopkins Homes roadworks and closures. It appeared very little	

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b)	<p>thought had been given over the years by the developer or Suffolk Highways. Councillor Langan suggested a separate diversion could be useful using the B roads for passenger vehicles. Also, to help congestion, all heavy goods vehicles should be banned from using the A134 and use the A road diversion. Highways said that this was impractical. Councillor Langan's full report following this meeting has been put up on social media platform Nextdoor and on the local area Facebook page.</p> <p>Councillor Langan also reports that, regrettably, it won't be possible to proceed with the EV charging point at The Manger Public House in Bradfield Combust. The Landlords, Admiral Taverns, haven't responded to the correspondence issued to them and therefore the Parish Council must move on to ensure the installation goes ahead at Stanningfield and isn't delayed further.</p> <p>Clerk's progress report on previous agenda items and any urgent matters since the last meeting.</p> <p>The £500 grant has been received from Councillor Sara Mildway-White and the replacement bench has been purchased. Councillor Duchesne has taken receipt of the bench prior to install.</p> <p>The allotment tenants meeting is booked for Friday 4th April. Several .tenants have confirmed attendance. Councillor Duchesne has also recently shown a new allotment tenant round the area.</p> <p>Councillors Clark and Mayhew have both been removing waste and scrap from the allotments recently and support the need for improvements and maintenance.</p> <p>The website has had quite a tidy up. The Clerk is now in the process of updating all the policies and creating new ones relevant to the Parish Council.</p> <p>A new Councillor vacancy poster was created and circulated. This is now displayed on village notice boards.</p> <p>The Village Hall had a retest by CMAC and they have now confirmed the presence of asbestos, externally in the fascia boards to one end of the Hall. As this is external and not an area that the public would encounter, the report states it should simply be monitored. The full report will be circulated to Council Members and the SCA. The insurer will be provided with a copy as requested.</p>	
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	<p>The Wayleave agreement, regarding the fibre cable laying around Stanningfield Village Green, has been signed and sent back.</p> <p>Councillor Duchesne, Councillor Tyrell and Councillor Broad have completed Councillor Basic training. Councillor Clark and Councillor Mayhew are also booked to complete training in April.</p> <p>Councillor Langan is booked to attend the West Suffolk Forum by Zoom meeting on 25.03.25.</p> <p>The internal auditor is booked ready for this financial year end.</p> <p>The Clerk has received a quote for emergency lighting remedials at the Village Hall. The quote is to replace the emergency light above the hallway door as it has failed its test. To supply, install and test the new light would be £155.20 plus vat. The Council Members approved this. The Clerk will give First Connect the go ahead to proceed.</p>	
2025/93	<p><u>Public participation session (15 minutes) followed by reports and updates from Police, District and County Councillors</u></p> <p>Pauline from The Red House attended the meeting. The Parish Council wish to extend thanks to Pauline and John for their assistance in the provision of the defibrillator project, from taking receipt of the defibrillators to John then providing the electrical install for both units. The defibrillators may prove a vital asset to this rural community. There are now 2 defibrillators in Stanningfield situated at The Red House and the Village Hall.</p> <p>a. Councillor Karen Soons – Suffolk County Council In attendance. Report emailed to council members.</p> <p>Urged Council Members and Parish residents to use the reporting tool for Suffolk Highways to report any damage that is caused due to the increased road traffic as a result of the diversion.</p> <p>b. Councillor Sara Mildmay-White – West Suffolk Council In attendance. Report emailed to council members.</p> <p>West Suffolk District Councillor Report - March 2025</p> <p>1. WS Budget and Council Tax 2025/26: The Local Government Provisional Finance Settlement issued in December 2024 showed that West Suffolk Council's core spending power will remain essentially the same as the previous year. West Suffolk proposes to follow other local authorities and Government guidance with a rise of £5.85p (or 2.96% for the year) increase to £203.67 for the average band D property. Council tax paid to West Suffolk Council accounts for around 11% of the total council tax bill.</p>	

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	<p>2. Local Government reorganisation: The Government have confirmed that Norfolk and Suffolk have been selected to join the Devolution Priority Programme. This means that SCC elections for this May have been postponed. The Government will be consulting across our area during February and March on the benefits that devolution will bring. Unitary proposals from Suffolk and Norfolk will have to be submitted by 26th September 2025. If accepted, necessary legislation will be put before Parliament and elections to a new 'shadow' unitary council will take place in 2026 together with an election for a Mayor for Norfolk and Suffolk.</p> <p>3. Building Resilience and Nutrition Fund: A new grant scheme of £90,000 will invest in activities to try to help people out of food poverty, improve health and nutrition and reduce food waste. It is open to applications from community groups, charities, voluntary organisations, faith groups and social enterprises. For BRAN grant fund applications guidance contact: elizabeth.evans@communityactionsuffolk.org.uk</p> <p>4. EV chargers: 4 new EV chargers have been installed in Parkway Surface car park behind Cineworld in Bury St Edmunds. To find an EV charging point in West Suffolk, visit Zap-Map.</p> <p>5. A134/Sicklesmere Road Closures: Having received no information regarding this, I attended a meeting at Nowton Parish Council for parishioners and interested parties to discuss traffic management during the forthcoming closures of the A134. This was the opportunity for SCC highways and Hopkins Homes to engage with residents and respond to their questions. However, neither attended due to safety issues as they supposed too many people would be attending! Sicklesmere Road will be open, but traffic lights will be in operation to manage traffic flow. Weekend closures will start on Friday 21st February from 8pm to Monday 24th February 5am. These weekend closures will run until Monday 5th May 5am. I will give a verbal update on the latest arrangements at the meeting.</p> <p>Sara Mildmay-White sara.mildmay-white@westsuffolk.gov.uk</p>	
2025/94	<p><u>Planning matters</u></p> <p>DC/24/1806/OUT RE-CONSULTATION – Outline planning application (means of access to be considered) - one dwelling. Location: 1 Hoggards Green, Stanningfield. OBJECT, previous objections still stand on the grounds of loss of privacy to neighbouring properties, loss of light and concerns over access.</p> <p>DC/25/0355/TPO - TPO 094a (1984) Tree Preservation Order - One False acacia (T8 on plan within G1 on Order) prune back up to 3 branches growing into yew hedge and prune back by</p>	

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	<p>up to 4 metres on stem that is growing over neighbours drive, Five Yew trees (T1,T2,T3,T4 and T5 on plan within G2 on Order) crown raise up to 3 metres high. Location: Bradfield House, Ixer Lane Bradfield Combust Suffolk IP30 0LR – SUPPORT</p>	
2025/95	<p><u>Finance</u></p> <p>a. To receive the bank reconciliation APPENDIX A</p> <p>The reconciliation of the bank account to 28 February 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 receive a copy of the VAT 126 claim APPENDIX C</p> <p>The Clerk has completed a VAT 126 claim from Jun 23 – Dec 24 inclusive. This was submitted and approved by HMRC. The funds were received directly into the current account on 10.02.25.</p>	
2025/96	<p><u>Statutory business</u></p> <p>a. To review and adopt the circulated policies –</p> <ol style="list-style-type: none"> 1) Accident Reporting and Policy Procedures 2) Co-option of Councillors Policy 3) General Privacy Notice 4) Internet Banking Policy 5) Planning Policy 6) Publication Scheme 7) Risk Management Strategy Policy 8) Subject Access Request (SAR) Procedure 9) Subject Access Request (SAR) Policy <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>	
2025/97	<p><u>To receive play area report for February 2025 APPENDIX D</u></p> <p>The play area report for February was circulated to council members ahead of the meeting. The Clerk will continue to monitor these reports for actioning of repairs when necessary.</p>	

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2025/98	<p><u>To discuss the circulated notice board suggestions for Stanningfield APPENDIX E</u></p> <p>The Clerk circulated a document, with a selection of noticeboards from suppliers sourced online, to council members ahead of the meeting for consideration. It was discussed and resolved to proceed with the purchase of The Classic Range board with 2 A1 doors in green. The placement of the board was agreed in the location of the bus stop. The Clerk will prepare the order and confirm the final cost to council members.</p>	
2025/99	<p><u>To discuss the quotation received regarding Stanningfield Village Sign APPENDIX F</u></p> <p>A quotation for £800 was circulated to council members ahead of the meeting. Neil from H Signs concluded that the current sign is in very poor order showing signs of rot and splitting of joined timber in various places. He suggests, although it could be repaired, there is no guarantee how long this would last.</p> <p>Further options were provided to replace the sign with either a new carved sign or with a fibre glass sign.</p> <p>Prices quoted do not include removal of the old sign or installation of the new sign, however Councillor Duchesne has offered to take care of this.</p> <p>The Clerk has, however, received an offer from donors who want to remain anonymous wishing to replace the village sign with a cast resin sign as per the quotation received from H Signs for £3500. The Parish Council would thereafter be responsible for the upkeep and maintenance of the sign. The sign would remain a Parish Council asset as the current sign is now.</p> <p>The Parish Council resolved to accept this offer, and the Clerk was asked to write to the donors expressing sincere thanks on behalf of the Parish Council and the wider community for this very generous offer.</p> <p>It was agreed that the sign be accepted as a gifted asset. The Parish Council will take on any future maintenance required of the sign and will be responsible for removal of the old sign and installation of the new sign.</p>	
2025/100	<p><u>To discuss installing a power socket to Stanningfield Village Green</u></p> <p>It was discussed and agreed for the Clerk to investigate and obtain a quote before the next meeting.</p>	

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2025/101	<p><u>To discuss the Whepstead Tractor Run, 18th May 2025 stopping in Stanningfield</u></p> <p>It was discussed and agreed that the tractor run could stop and park around the village green. It would be preferable to write to all residents around the green to let them know a date and time of this event.</p> <p>The tractor run may not stop this year due to schedules being prepared already but, certainly for 2026, the Parish Council would be happy to grant permission for them to stop for a short time around the green in Stanningfield.</p> <p>The tractor run raises money for a very valuable cause and, by being able to stop in Stanningfield, it will make it more possible for residents to come out to support the event and enjoy the procession for a little longer.</p>	
2025/102	<p><u>To discuss Speedwatch initiative APPENDIX G</u></p> <p>This is a scheme set up for the public to let Suffolk Police know about locations where they are concerned about speeding. Suffolk Police will assess the location and if they think it's a good and a safe place for monitoring to happen, trained members of the community will visit the location to record the details of offending vehicles.</p> <p>They are using members of the community to do this because communities across the region want to be involved in the battle to reduce speeds and are happy to donate time. All police volunteers are vetted, trained, supported and insured. As members of the extended policing family, they also have 100% backing from the police force. Should any police volunteer be abused or intimidated, the offender will be dealt with according to criminal law.</p> <p>Councillor Langan feels sceptical about this. It was investigated some years ago and felt that it wouldn't be popular.</p> <p>Both Councillor Duchesne and Councillor Mayhew would like to volunteer and give the residents of the Parish a chance to be involved should they wish.</p> <p>It was resolved to at least advertise for volunteers with a view to getting the Speedwatch initiative up and running. If not enough volunteers come forward then it won't be something that can be looked at further.</p>	

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2025/103	<p><u>To discuss the purchase of a memorial bench to commemorate VE Day</u></p> <p>Following discussion, it was resolved to not purchase a commemorative VE Day 80 bench at this time but instead to purchase a Tommy and Women in War VE Day 80 Statue pair to mark the occasion; a pair for Bradfield Combust and a pair for Stanningfield.</p> <p>A commemorative bench will be considered later in the year.</p>	
2025/104	<p><u>Matters relating to Allotments</u></p> <p>a. Report from Cllr R Duchesne</p> <p>Councillor Duchesne reported that the allotment initiative has been well received to date. Having spoken to tenants, they are happy that the Parish Council have taken an interest in the area and are actively engaging in clearing the site of rubbish and the remains left behind by former tenants.</p> <p>Councillor Duchesne thanked Councillor Mayhew and Councillor Clark for taking scrap and rubbish to the dump. Items included discarded metal items, lawn mowers, bags of cardboard and plastic debris. There is still a lot to do but a good start has been made.</p> <p>Thanks also to Karen Sleath, Councillor Broad's wife, for helping us with this clear up. Allotment tenants have also expressed an interest in helping and have suggested setting dates for organising a working party.</p> <p>Certainly our actions so far seem to have inspired some tenants to begin some maintenance themselves, ie. strimming areas of land which have become overgrown with brambles and removing accumulated rubbish.</p> <p>Councillor Duchesne recently met with new tenants, Vicky and Aaron, who are Stanningfield residents and have previous experience of running an allotment. They will begin cultivation as soon as possible; the area needs to be 'made good' first.</p> <p>A meeting for allotment tenants is booked for Friday 4th April at the Village Hall. A pre meeting chat with Council Members would be helpful please. We are wanting to provide refreshments. Looking to outline the responsibilities of the Parish Council and to inform tenants about the plans for site maintenance and improvements, also to establish a continuing maintenance and land management plan. We'd like to promote engagement with tenants, looking into tenancy agreements and making sure those are adhered to moving forward. We'd also like to listen to ideas</p>	

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	<p>or any concerns that tenants may have.</p> <p>Considering the idea of The Golden Trowel Award for the best kept allotment.</p> <p>Councillor Duchesne asked if the Parish Council should review the tenancy agreement this year to consider rental value, deposits and whether the allotments should be available to just Bradfield Combust with Stanningfield tenants only or should a wider area be considered.</p>	
2025/105	<p><u>Matters relating to Stanningfield Village Hall</u></p> <p>a. Report from SCA by Cllr J Clark Councillor Clark reports the defibrillator has now been fitted to the Village Hall. The Clerk will get this registered.</p> <p>b. To receive signed Memorandum of Understanding The Memorandum of Understanding has been signed by the Stanningfield Community Association. Councillor Langan and the Clerk signed this on behalf of the Parish Council. The Clerk will send a signed copy to the SCA.</p>	
2025/106	<p><u>Matters for the next meeting</u></p> <p>Stanningfield Village Hall – increase revenue</p>	
2025/107	<p><u>To confirm date of the next meeting</u></p> <p>To confirm the date of next meeting, which will be the Annual General Meeting of the Council, is Monday 12th May 2025.</p>	
2025/108	<p><u>Meeting closed</u></p> <p>The meeting was closed at 10pm</p>	

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