

DRAFT UNTIL SIGNED

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

In attendance:

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

Members of the electorate and other attendees:

0 members of the electorate present.

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

2025/164	<p><u>Apologies and acceptance for absence</u></p> <p>None to report. All Parish Councillors present.</p> <p>Other apologies received from West Suffolk Councillor, Sara Mildmay-White.</p>	
2025/165	<p><u>To receive member's declaration of interest and dispensations relating to items on this agenda.</u></p> <p>None received.</p>	
2025/166	<p><u>To resolve that the minutes of the meeting held on Monday 8th September 2025 are a true and correct record.</u></p> <p>It was resolved that the minutes of the council meeting held on Monday 8th September 2025 were a true and correct record. The minutes were signed by the Chair.</p>	
2025/167	<p><u>Progress reports for information</u></p> <p>a. Chair's report</p> <p>October and November 2025 continued to be a busy period for us as a Parish Council. We have begun looking into replacing the play equipment on the Stanningfield Village Green. We had a meeting on site with Dominic from Playdale Play Equipment on 7th October and are waiting to hear back from him with a plan and quote for the area.</p>	

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	<p>There is also a meeting booked with Sovereign Play Equipment. All Council Members are welcome to attend that. We will continue to research and consult with providers on this project over the next few months. Cllr Mayhew has kindly put up 2 new “no dogs in play area” signs on both entrances to the playground.</p> <p>Cllr Broad and I attended the West Suffolk Council Parish and Town Forum on 21st October at West Suffolk House. Agenda items covered presentations from Councillors regarding Families and Communities, Better Recycling and Working with the Planning Department. Static displays and information from the Financial Inclusion Team and West Suffolk Waste and Recycling Services, who will be launching the new waste management system in June 2026. All residents will be notified of changes by social media and by letter.</p> <p>We held a Remembrance Ceremony on Sunday 9th November. The event was well attended. Our thanks to Mr Andy Tucker who helped and guided us through the ceremony, advising on procedures and etiquette. His experience was invaluable, and we are very grateful to be able to call upon him for help and advice. A huge thank you to all the Council Members who took an active role in the ceremony, it was a real team effort. Thank you also to RAF Air Cdt Lily and Sarah for their participation.</p>	
b.	<p>Update on progress of Stanningfield Village Sign – Cllr Broad</p> <p>Cllr Broad has been in contact with Neil Horne. He has had the sign since late April. The pattern is now complete, the 2-piece mould is next and then to join them. He is away for a couple of weeks but is looking to cast in December or January and looking to return the sign by end March. The Parish Council might like to consider an unveiling ceremony.</p>	
c.	<p>Update on SID and Speed Watch plans – Cllr Mayhew</p> <p>Cllr Mayhew now has responsibility for the sign which is charged up and in working order. Cllr Mayhew hopes to meet with Peter from Gt Whelnetham regarding the data recovery from the sign which will then be available to issue to the policing team. Cllr Mayhew will investigate pricing of a further SID for Stanningfield. Discussion followed regarding the erection of a further pole at the other end of the village.</p>	
d.	<p>Clerk’s progress report on previous agenda items and any urgent matters since the last meeting.</p> <p>1) Unfortunately, Connected Kerb can no longer fulfil their contract with Suffolk County Council in respect of the new Plug in Suffolk locations. This is due to a combination of factors, including unexpected cost increases and the need for new grid</p>	

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	<p>connections which were not originally thought to be needed. Whilst the County Council has been very concerned about the overall slow rate of progress for some time, they could not have foreseen this development. Suffolk County Council are therefore exploring the possibility of another supplier (who they are already working with) taking the new sites forward instead under the same arrangements. They hope to be able to confirm this, together with details and approximate timescales, within the next 2 weeks.</p> <p>2) Communication was received regarding trees in Stanningfield (corner of Beechcroft) in need of attention. The Clerk has provided details for contacting West Suffolk Council regarding these as they are not on Parish Council land.</p> <p>3) The Clerk has held off ordering the picnic bench for the park until there is a little more direction on the play park restoration. As the Autumn/Winter months now approach, it would seem more appropriate to place an order for the bench ready for Spring delivery and installation.</p> <p>4) The Locality Budget Grant Application form has been submitted to West Suffolk Councillor Sara Mildmay-White regarding a grant to initiate the creation of the Village Voice.</p>	
2025/168	<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 No report received.</p> <p>b. Councillor Sara Mildmay-White – West Suffolk Council Apologies received. A report will be available later in the month.</p>	
2025/169	<p><u>Planning matters</u></p> <p>None at this time.</p>	
2025/170	<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 October 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</p>	

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c.	<p>APPENDIX B</p> <p>Payments were approved and authorisation to make payment was given.</p> <p>To consider the Budget proposal for 2026-27.v1</p> <p>APPENDIX C</p> <p>The budget proposal was discussed. Council Members agreed to accept the budget put forward and felt it represented a fair budget covering future objectives. The precept application will be submitted in January 2026.</p>	
2025/171 a.	<p><u>Governance and Statutory business</u></p> <p>To adopt the circulated IT Policy APPENDIX D</p> <p>The IT Policy was circulated to Council Members ahead of the meeting for consideration. It was resolved to adopt without amendment.</p>	
2025/172	<p><u>To receive and discuss the play area report for October 2025</u></p> <p><u>APPENDIX E. To receive an update on play equipment quotes and plans.</u></p> <p>The report was circulated to Council Members ahead of the meeting. Cllr Mayhew will keep an eye on the lower risk requirements and will check and maintain fixings as and when. Cllr Duchesne is yet to receive a quote back from Playdale and has a meeting with Sovereign Play this week.</p>	Cllr Duchesne
2025/173	<p><u>To discuss potential glass/clothing recycling banks</u></p> <p>It was discussed with a view to raising funds for the Stanningfield Community Association. Cllr Tyrell pointed out that glass recycling will be available via household collections next year so potentially wouldn't be worth siting a recycling bin for glass. There was a concern that people wouldn't drive down to the Village Hall to recycle clothing. It was resolved that it was a good idea in principle but unlikely to be utilised, so the decision was to not proceed any further with the idea.</p>	
2025/174	<p><u>To discuss and approve quote for hedge cutting and fence rails</u></p> <p>Two quotes have been obtained, both for the hedging and fence rail replacements. There are still some questions regarding the exact number of rails and or posts that need changing. The Clerk will resolve this issue and confirm the cost with the Council Members before proceeding.</p>	
2025/175	<p><u>To update on progress of the Village Voice</u></p>	

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	<p>The proof is currently at the printers and Cllr Duchesne is waiting for the final copy. It will be an A5 publication. West Suffolk Councillor Sara Mildmay-White has provided £800.00 from Locality Budget Funding, and the Parish Council will add to the fund to a value of £500 to get the magazine up and running.</p>	
2025/176	<p><u>To discuss removal/replacement of the wooden village signpost for Stanningfield</u></p> <p>The wooden sign located on Church Road is in a very poor state of repair and is a very nice feature for the village. Cllr Mayhew and Cllr Clark feel they may know someone who might be able to look at restoring the sign. It was resolved that the Parish Council would fund the wood, paint and lettering if someone was willing to carry out the restoration.</p>	Cllr Mayhew/Cllr Clark
2025/177	<p><u>Matters relating to Allotments</u></p> <p>a. Report/Update from Cllr R Duchesne/Clerk</p> <p>Autumn has well and truly arrived up at the allotments. During my visit there this afternoon, I was disheartened to see that another compost bin had been put on headland of the ditch by Smithy Close and that the top of plot 7 (which is a vacant plot) is being used as a compost dump too. The top of plot 12 has been vacated by the tenant due to poor health. This plot will need clearing. I suggest that we look at clearing this in the new year as the tenant is not going to manage this. Due to work and weather, Richard has been unable to mow the allotments but has assured me he will get the grass cut when he can. This will enable us to mark out vacant plots easier. We will remove compost from plot 7 in a bid to stop the heap being added to. I have booked Richard to continue clearing up the site when conditions allow. I noted that most of the tenanted plots are being well managed and cultivated.</p> <p>The Clerk will contact tenants regarding the unwanted compost heap and bin to advise.</p> <p>The Clerk reports all tenancies agreements have been updated and two copies sent to tenants. The majority have returned a signed copy to the Clerk. All payments for allotments for 2025/26 have been paid bar one.</p>	
2025/178	<p><u>Matters relating to Stanningfield Village Hall</u></p> <p>Report from SCA by Cllr J Clark</p> <p>The cracks in the outside wall have been repaired. The air conditioning unit in the kitchen had to be repaired. There is an issue with the cookers in the kitchen and an electrician needs to</p>	

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	attend. The bazaar took place and was a good afternoon. Around £600 was raised.	
2025/179	<u>Matters for the next meeting</u> Tree survey of Parish Council trees. Unveiling ceremony plan for the Stanningfield Village Sign. Updates on play equipment quotes.	
2025/180	<u>To confirm date of the next meeting</u> To confirm the date of next meeting is Monday 12 th January 2026.	
2025/181	<u>Meeting closed</u> The meeting closed at 9.30pm	

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