DRAFT UNTIL SIGNED

Minutes of Bradfield Combust with Stanningfield Parish Council meeting held on Monday 21st September 2026 at 7.30pm

In attendance:

Councillor R Duchesne Chair
Councillor G Broad Vice Chair
Councillor S Mayhew
Councillor J Clark
Councillor D Young
Councillor J Wray
Councillor S Povovici
Ms Jane Spenser Clerk

Members of the electorate and other attendees:

1 member of the electorate present and
Suffolk County Councillor Bobby Bennett

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

250	**Apologies and acceptance for absence** No apologies requiring consent, all Council Members present. Other apologies received from West Suffolk Cllr Sara Mildmay-White	
251	**To Co-opt new Parish Council Members** Mr Daniel Young of Stanningfield, Mr Jon Wray along with Mrs Stacy Povovici from Bradfield Combust, had previously attended the July 2026 meeting as observers following the notice in the Village Voice regarding vacancies for Council Members. All were issued with the Parish Council's Co-option Policy and confirm their eligibility to stand as a Council Member. It was resolved to Co-opt Daniel, Jon and Stacy. The Council Members welcomed them to the Parish Council and invited them to take part in the remainder of the meeting. Declaration of Office was signed at the meeting by Daniel, Jon and Stacy. The Clerk will contact all new Council Members to offer training and to receive completion of Members Declarations of Interests as well as to provide the Councillor Code of Conduct. The Clerk will contact Democratic Services at West Suffolk Council to update them with the new Council Members details.	Clerk

Signed by Chair of meeting: ……..

Date signed: ……

252	**To receive member's declaration of interest and dispensations relating to items on this agenda.** None received.	
253	**To resolve that the minutes of the Parish Council meeting held on Monday 20th July 2026 are a true and correct record.** It was resolved that the minutes of the Parish Council meeting held on Monday 20th July 2026 were a true and correct record. The minutes were signed by the Chair.	
254 a.	**Progress reports for information** **Chair's report** We have continued to liaise with insurers regarding the Maple tree on the village green. The situation is being monitored and we are awaiting an updated report. On behalf of the Parish Council, I would like to thank Mr Hudgell for removing the damaged noticeboard from Smithy Close. I collected it from him today and conveyed my sincere thanks and appreciation. 23.07.26 I received a phone call from a resident of Bradfield Combust who was very concerned about the vehicles speeding along the A134. I followed up our conversation with a letter (circulated to Council Members in the meeting and held in the minute folder with these minutes). 08.09.26 I reported a water leak at St Nicholas Church, Stanningfield. The previous week, Anglian Water had closed the road to carry out a repair; however, the repair was unsuccessful and the leak had worsened hence my call to them. Although the call handler stated that the earlier job had been completed, she was unable to confirm what work had been undertaken. She therefore logged my report as a new job. I subsequently met an engineer on site who confirmed that water was still leaking and advised that a maintenance crew would attend within the next 20 to 30 days. Cllr Broad and I carried out our pre-meeting "ride around" this morning. We noted that rubbish is still being dumped beside the property at 6 Norse Avenue. We spoke with the householder who said that additional boarding would be installed to prevent people throwing rubbish into the area. We visited the allotment garden; details will be covered under item (263) in these minutes. I have arranged for AMS Services in Gt Barton to repair and replace the missing rails and posts alongside Viking Close. This work will be carried out shortly. Some of the wood left after the felling work carried out by Bradnam Tree Services has been collected by residents who agreed to donate to the SCA in return.	

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b.	**Clerk's progress report on previous agenda items and any urgent matters since the last meeting.** A £100 payment has been received into the bank from Hawstead Parish Council for the old Speed Indicator Device. Mr Brewis, Chair of the Parish Council, had agreed the fee with Cllr Mayhew and contacted the Clerk to organise payment. The Information Commissioners Office (ICO) fee has been paid for the year; this is done by Direct Debit and keeps compliance with processing personal data. Mr Andy Tucker has been reimbursed for purchasing the Remembrance Wreaths on behalf of the Parish Council, one for Bradfield Combust and one for Stanningfield. Thank you to Andy for sorting this out once again. Cllr Broad has provided me with the wording required for the plaque to go on the Village Sign. I will get back to Council Members with a quote and proof before proceeding. It seems that a brass coloured acrylic plaque with black lettering would be most suitable. The Clerk has contacted Top Garden Services to advise them that, as the fencing around the Viking Close area is yet to be completed, the Parish Council have sought an alternative supplier for this due to the length of time taken to initiate this work. The Clerk also raised the issue regarding the damaged planter on the green hit by the mower of Top Garden Services. I'm yet to receive a response. The task of renovating the Stanningfield signpost has been parked for now. It would appear the job is quite involved and too much for an individual to take on. The Clerk has emailed Suffolk County Councillor Bobby Bennett to ask if there are any funds available to assist with Village Gateways from her locality budget. With regards to the tree on the Village Green, the Clerk is now in contact with the claimants Solicitor directly. The Solicitor has noted the Parish Council's concern over the lack of evidence finding the tree responsible for the subsidence. I have informed the claimants Solicitor that the Parish Council are having difficulty finding a company willing to fell the tree. I have however also stressed that, following the conclusion of the monitoring report, if the findings are that the tree must come down then the Parish Council will of course carry out this work and will continue the search to find a company willing to fell the tree. The Solicitor is understanding of the Parish Council's concern. If there are any other options for the tree, the Solicitor will let me know.	
c.	**Update on reinstatement of Stanningfield Village Sign – Cllr Broad** Cllr Broad will go and see Richard Duchesne to discuss this as Richard would like instructions on the drilling of the sign. Cllr Young has offered to	

	coat the wooden post in wood preserver which needs doing. Cllr Duchesne will liaise with Cllr Young on this.	Cllr Duchesne and Cllr Young
d.	**Update on grit bin relocation or purchase** Re-siting one of the grit bins seems to be the best option following the discussion at the July meeting. A new grit bin is costly and there are quite a few existing bins around the village. Need to organise the emptying, removal and replacement of the bin near the War Memorial so Clive Mears can carry out any necessary gritting as previously agreed. Cllr Mayhew will liaise with Clive Mears about his.	Cllr Mayhew
255	**<u>Public participation session (15 minutes) followed by reports and updates from Police, District and County Councillors</u>** Mr Ron Back attended the meeting as he wished to advise the Parish Council that, during May 2026, he was driving into town and witnessed the driver of the Parish Council's contracted grass cutters' mower hit one of the planters, badly damaging it. He handed Mr Back a business card and apologised and said to contact Top Garden Services who will address the issue. Mr Back has tried contacting Top Garden Services many times but there is never an answer. So he is asking the Parish Council for a solution to this. Council Members resolved to reimburse Mr Back £60.00 as requested. £40.00 for new timber and £20.00 labour to make the new planter. The Clerk will contact Top Garden Services to recover the £60.00 from them.	
a.	**Councillor Bobby Bennett – Suffolk County Council** I would firstly like to extend a huge thanks to Suffolk Fire fighters over these summer months supporting with the wildfires all over the UK. Government reform is currently off. The Government has withdrawn its plan. Uncertainty for everyone now. Support being offered – Warm Home Suffolk Loans Scheme. Switch Together – group buying power. There is an event in October at Copdock Park - Suffolk in Motion. Details can be provided if any interest. 141km of roads treated by Suffolk Highways. Pothole season is now upon us, please report them. I am currently struggling to contact officers directly and finding, like everyone, that I'm now being redirected to a central email address. There could be funding available towards one of the projects listed in this meeting Agenda. I have emailed the details to the Clerk so please do let me know. The sum of £300.00 should be possible.	
b.	**Councillor Sara Mildmay-White – West Suffolk Council**	

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	1. Electoral registration: Final reminder to check your electoral registration details are correct. From 4th September trained canvassers will visit properties where no response has been received to previous communications sent by e-mail, text or post. If a canvasser is unable to contact a resident, they will leave a calling card advising the steps the resident needs to take. Easiest way to register is online at GOV.UK-Register to vote 2. West Suffolk Local Plan: Following the call for sites, developers and landowners have put forward sites for consideration for housing, employment infrastructure etc. West Suffolk Council will now be assessing each of the 328 sites in line with Government guidance. A map including details of all 328 sites will be published later this month. West Suffolk will then publish its assessment of each site. No decisions have been made on any of the sites and there will be opportunities for residents to have their say during two stages of public consultation, the first of which is due to take place next year. Once adopted the local plan will govern future development in West Suffolk. The Council must allocate land for the delivery of around 1200 homes a year to meet the Government's housing targets. Residents are encouraged to register on the Council's local plan consultation system to make sure they are kept informed at every opportunity. https.//westsuffolk.inconsult.uk/system/register 3. Rougham Airfield master plan consultation: Thank you to those who attended the consultation meetings regarding this development. This site was allocated for homes and employment growth in the current local plan. Once the master plan is adopted by West Suffolk Council it will inform the developer's planning application for this site. 4. Crucial Crew: A record 1,100 primary school students from 33 West Suffolk schools attended the West Suffolk initiative Crucial Crew this summer. They gained invaluable life skills to help keep them safe. The programme featured 10 different scenarios a day. These included Abbeycroft Leisure on how to stay safe in water, Suffolk Fire and Rescue about fire prevention and what to do if trapped in a bedroom fire, Restore Women's Aid worked with students to explore respect and what it means for a healthy relationship, Suffolk Police exploring on-line safety, CPR with the East Anglian Air Ambulance. These are just some examples of the topics covered at this increasingly popular event run by West Suffolk Council. 5. RAF Barnham: West Suffolk Council has written to the Home Office setting out why it believes the RAF Barnham site is both unsuitable and unlawful for use as asylum seeker accommodation. We are awaiting a response. Meanwhile, we have now been informed that the Home Office has submitted an Urgent Crown Development application to the Ministry of Housing and Local Communities for the use of RAF Barnham for asylum seeker accommodation. This means that West Suffolk Council will not be asked to decide any planning application but will only be a consultee. 6. Planning and Infrastructure Act 2026: The Government has introduced changes to the way planning applications are dealt with by Councils. It sets a maximum number of committee members of 13. At present West Suffolk	

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	have 16 members. There will be a nationally prescribed 2 tier system for deciding which planning applications must be decided by officers and which could go to committee. The types of applications will be Schedule 1, Schedule 2 and own interest applications. Schedule 1 are all household applications, minor residential and commercial development, discharge of conditions and reserved matters for non-phased development. These applications must be decided by officers. Schedule 2 will go to a gateway test decided by an officer and nominated member who may agree to refer a proposal to committee if in their view it raises one or more issues of economic, social or environmental significance in the local area. This means that not all applications would be eligible to go to committee or delegation panel. Further training will be put in place for all members and Parish Councils to bring them up to speed with these changes. 7. Rougham Hill development: Planning permission was granted in August for the redevelopment of Rougham Hill former household waste site. Plans include a new Aldi supermarket to support the nearby housing development as well as the wider area, alongside a drive through Wendy's restaurant. 8. Locality Budget: I have £1650 left in my locality budget, please contact me if you have any plans for community projects that I could assist with. The money needs to be allocated by January 2027. 9. Unitary Councils: the Government has withdrawn its decision made in March 2026 to create three new unitaries in Suffolk. But, at the same time, has re-stated its commitment to effective and sustainable local government, and to simplifying council structures in the future. The government has also clarified that local elections in May 2027 will go ahead on existing council boundaries i.e. district council elections for the current West Suffolk Council will take place, alongside town and parish council elections. Sara Mildmay-White sara.mildmay-white@westsuffolk.gov.uk Tel 01359270580	
256	**<u>Planning matters</u>** None currently	
257 a.	**<u>Governance and Finance</u>** **To receive the bank reconciliation Appendix A** The reconciliation of the bank account to 31st August 2026 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.	

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	Cash book	
	Cash in hand 01.07.26	£29,787.32
	ADD	
	receipts 01.07.26 - 31.08.26	£226.40
	SUBTRACT	
	payments 01.07.26 - 31.08.26	£3,853.80
	A Cash in hand at 31.08.26	**£26,159.92**
	Current Account	
	Balance on 01.07.26	£29,787.32
	Money In	£226.40
	Money Out	£3,853.80
	B Balance on 31.08.26	**£26,159.92**
	A = B reconciliation complete 15.09.26	

b. **To approve and authorise the accounts payable Appendix B**

Payments were approved and authorisation to pay was given.

21.07.26	PAID	NSALG - Annual Membership 26-27	£84.00	£14.00	£70.00
21.07.26	PAID	PCC Stanningfield - Grant, graveyard maintenance	£300.00	£0.00	£300.00
21.07.26	PAID	SCA - Village Hall annual ins. Reimbursement	£1,235.93	£0.00	£1,235.93
31.07.26	PAID	Salary JS Jul 26	£438.62	£0.00	£438.62
11.08.26	PAID	A Tucker - RBL, wreaths for Nov 26 Reimbursement	£56.00	£0.00	£56.00
18.08.26	DD	Lloyds bank chgs	£4.25	£0.00	£4.25
21.08.26	DD	ICO - GDPR Annual fee 26-27	£47.00	£0.00	£47.00
01.09.26	PAID	Salary JS Aug 26	£375.67	£0.00	£375.67
21.09.26		Top Garden Services Invs Mar - Jul 26 (10 cuts)	£1,080.00	£180.00	£900.00
21.09.26		Premier Printers -VV Sep-Oct 26	£416.10	£4.00	£412.10
21.09.26		Bradnam Tree Services - Parish tree work carried out	£3,180.00	£530.00	£2,650.00
		Total	**£7,217.57**	**£728.00**	**£6,489.57**

258 **To receive and if appropriate approve the quote for cleaning Stanningfield War Memorial APPENDIX C** — **Clerk**

Having spoken to other Council's, recommendation was received for Hermitage Memorials. Dean has visited the War Memorial and a quote was circulated ahead of the meeting to Council Members for their consideration. Dean has confirmed the work could be carried out prior to Remembrance Day. The quotation details are;

Memorial Restoration Includes:
1. Commence by carefully removing any lichen and debris from the stone and the surrounding inscriptions.
2. Carefully clean and restore the stone back to its original condition.
3. Clean and restore the foundation to its original condition.
4. Remove any existing paintwork from the inscriptions.

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	5. Renew and repaint all inscriptions surrounding the memorial in black enamel paint. Total - £1,295 Council Members resolved to approve the quotation. The Clerk will contact Hermitage Memorials to advise of this.	
259	**To discuss plans and timings for Remembrance Day, Sunday 8th Nov** This year, a cascade of Poppies will be displayed from the Village Sign across the area where the War Memorial stands. These have been made by members of the The Poppy Project who have knitted and crocheted endlessly to create this display for Remembrance Day. The Remembrance Day ceremony gathering will start at 10.45am in Stanningfield and similarly in Bradfield Combust led by Mr Andy Tucker. Cllr J Wray and Cllr S Povovici will represent the Parish Council in Bradfield Combust and lay the wreath on behalf of the Parish Council. The Clerk will put Jon and Stacy in touch with Andy to arrange this. Cllr Duchesne would be happy for Council Members to come forward if they would like to lead this year. The ceremony will follow similarly as it did last year with the 2 minute silence held at 1100hrs followed by wreath laying.	
260	**To discuss and if appropriate approve the purchase of a new noticeboard for Bradfield Combust** Cllr Duchesne and Cllr Broad have met with Mr Tony Langan and he has confirmed he is happy for a replacement board to be placed on the wall in the same spot as the current board. It was agreed that a slightly larger board than is currently there would be best in a portrait style, ideally to match the colouring of the Stanningfield noticeboard. A1 in size, wall mounted from The Parish Noticeboard Company. Council Members resolved to approve this purchase. The Clerk will place the order.	**Clerk**
261	**To resolve to adopt the new pay scales agreed by the National Joint Council for Local Government Services (NJC) and to implement from 01 April 2026** Employers are encouraged to implement this pay award as swiftly as possible. Councillors resolved to approve the new pay scales and authorise the back pay from 01 Apr 26. The Council Members also offered thanks to the Clerk for all the work undertaken.	
262	**To receive the most recent Operational Inspection of the Play Area (July 26) and to discuss low level repairs by Council Members. APPENDIX D** The July inspection was circulated to Council Members ahead of the meeting. The timber frame continues to decline due to rot. There are low level repairs that Council Members can look at addressing. Cllr Mayhew and Cllr Young will look over the report in more detail. A date for meeting on site will be arranged over Whatsapp. The Clerk has had an email from Absolute Play offering very good package options for £15,000. The Clerk will circulate this to Council Members and ask Absolute Play to survey the	

	area. This could be a good option to replace the existing equipment and then look into renovating the football goals and basketball hoop area for the older children.	
263 a.	**<u>Matters relating to Allotments</u>** **Report/Update** IThe tinder-dry conditions have continued to create difficulties for cultivation and maintenance at the allotment gardens. Some plots are being actively maintained and cultivated, while others remain untouched and are becoming overgrown and unkempt. I am hopeful that the area will have been mown by this evening. A recent advertising campaign to promote the allotments has generated interest from several people. A few existing tenants have also decided to give up their plots; however, I am confident that these vacancies will be filled. On 11 September, we held an allotment tenants' meeting. It was informative and constructive, and those who attended were happy with the discussions and with our plans and ideas for the future use of the area. These proposals are intended to make the site easier to manage and maintain. Notes from the meeting will be sent to all tenants so that those who were unable to attend are fully briefed. Glynis and I met two residents at the allotments this morning. Although the meeting was not pre-arranged, we were able to discuss our plans with them. They confirmed that the area would be cleared of bricks, tyres, rubbish, equipment and other items by the end of next month. DT will need to hold a bonfire at an appropriate time, as that area has accumulated a considerable amount of garden waste. This will be carried out in accordance with health and safety advice. JH and DT have also requested that the fruit trees be felled because they are no longer productive, and that the hedging shrubs planted by DT be cut down to ground level as under the new plans for the area, he will no longer have anywhere to place the shrub clippings. We are exploring the repurposing of the rear section of the allotments as a wildlife area with mown paths and benches. This would provide valuable habitat as well as a wellbeing space for residents, where a proposed metal memorial tree would be erected. The allotment plots would be confined to a designated area at the front of the allotment garden, behind Smithy Close. If additional allotment plots are required in the future, the wildlife area could be readily returned to cultivation. I propose purchasing 2 × 2 site marker stakes to define the allotment plots more clearly for maintenance and identification purposes. I have obtained a quotation from Clarkes of Walsham, which I will circulate to Council	

	Members. Council Members were all in agreement that this was a very good idea for the area. It was resolved to proceed with this plan.	
b.	**To approve costs related to improvements** Following the meeting with allotment tenants there are some purchases to be made for the allotments. Following a sighting earlier in the year of an Adder, it would be sensible to purchase an Adder warning sign. Plot sizes are questionable currently and need sorting out so the purchase of posts/pegs to outline plots would cost around £53.00. An allotment tenant has also offered to repair the structural soundness of the ditch backing on to Smithy Close so some materials are needed for this - a form of netting and grass seed or turf to strengthen the ditch. Council Members support these works and approve the related costs. These are necessary improvements to the allotment garden. Suffolk County Councillor Bobby Bennett advised that she would likely be able to support this project with a contribution of £300.00. The Clerk will contact Cllr Bennett to apply for this funding.	
264	**Matters relating to Stanningfield Village Hall**	
a.	**Report from SCA by Cllr J Clark** The bearings in one ceiling fan have gone. The fans are old and not made anymore so would need replacing. Council Members thought it best to therefore replace both fans. Cllr Clark reports that the car park wasn't left in a great condition after the tree works. There were several chain link fences left broken on the floor. Cllr Duchesne will address this with Mr Bradnam. Cllr Clark has obtained a third quote from Abbey Glass. There needs to be some more clarity on this quote as it mentions glazed doors. Cllr Clark will contact Abbey Glass to clarify this. The matter will be discussed and concluded in November.	
265	**Matters for the next meeting** Co-option of Council Member Side doors for Village Hall Play area	
266	**To confirm date of the next meeting** To confirm proposed date of next meeting as Monday 23rd Nov 2026.	
267	**Meeting closed** The meeting closed at 9.23pm	

Signed by Chair of meeting: ……..

Date signed: ……