

DRAFT UNTIL SIGNED

Minutes of Bradfield Combust with Stanningfield Parish Council meeting held on Monday 16th March 2026 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:

1 member of the electorate present.
Councillor Sara Mildmay-White

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

2025/196	<u>Apologies and acceptance for absence</u>	
	No apologies received, all Council Members present.	
2025/197	<u>To receive member's declaration of interest and dispensations relating to items on this agenda.</u>	
	None received.	
2025/198	<u>To resolve that the minutes of the meeting held on Monday 19th January 2026 are a true and correct record.</u>	
	It was resolved that the minutes of the council meeting held on Monday 19 th January 2026 were a true and correct record. The minutes were signed by the Chair.	
2025/199	<u>Progress reports for information</u>	
a.	<p>Chair's report</p> <p>Wednesday 4th February saw the first of a 3-week programme of Inclusive Pilates Session taking place in the Village Hall, attended by 23 people. To date, this activity continues to be popular and well attended.</p> <p>Friday 27th February, Steve put the redundant notice board from Beechcroft up at the allotments. The idea for this is to aid communication between the allotment holders and the</p>	

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	<p>Parish Council. I have put a key safe on the board so allotment holders can post notices themselves; not all holders have email or mobile phones, so this is an experiment to see if this helps with communication.</p> <p>Saturday 7th February, I met with Mr Stuart Bradnam from Bradnams Tree Services to walk around the village, checking the trees and discussing potential issues as well as a proposed maintenance plan. He has since provided a quote, which I have circulated to members, and we will be discussing this further under Item 9 on the agenda.</p> <p>Monday 9th March, Glynis and I undertook our pre Parish Council tour around Stanningfield and Bradfield Combust, combining this with a review of the status of items listed on the Fixed Asset list circulated by the Clerk earlier in the month.</p> <p>As you are aware from previous reports, I have been trying to contact Playdale Play Equipment and Dominic Meylan-Stevenson regarding updated plans and a quote for our playground; this will be discussed further under item 8 on the agenda.</p> <p>Friday 13th March – I had a long conversation with a resident who reported concerns about speeding vehicles passing through the village, including what he described as a near miss incident with himself while walking. He is keen for more action to deter speeding and has suggested that double yellow lines be painted along the road by the pub to help stop parking issues, as this is causing visibility problems for both drivers and pedestrians, and poses a serious safety risk. He feels it is only a matter of time before someone is seriously injured, or worse. I updated him on what the Parish Council are currently working on to monitor speeding, including our plans to use the data collected to inform future measures.</p>	
b.	<p>Clerk’s progress report on previous agenda items and any urgent matters since the last meeting.</p>	
	<p>The Clerk doesn’t have any urgent matters to report on since the last meeting.</p>	
c.	<p>Update on plans for Stanningfield signpost.</p>	
	<p>Cllr Mayhew doesn’t have an update on this topic currently. Now the weather has improved Cllr Mayhew will contact Chris about this.</p>	

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d.	<p>Update on return of Stanningfield Village Sign/unveiling plans.</p> <p>Cllr Broad contacted Neil Horne this week, the sign will be returned to us by the end of April. When he returns, he will have less than one weeks work to do to complete the sign. The frame has been sign blasted and painted.</p>	
2025/200	<p><u>Public participation session (15 minutes) followed by reports and updates from Police, District and County Councillors</u></p> <p>A member of the electorate reports that the grit bin by the war memorial is quite badly damaged and looks very untidy. Could the Parish Council investigate repairing or replacing this.</p> <p>Following a break in at a property in Stanningfield, Police were asking for CCTV. It became apparent that the Village Hall CCTV was not operational. Mr Mears previously looked after the CCTV at the Village Hall on behalf of the Parish Council so has kindly arranged for the installer to come and look at what needs repairing.</p>	
a.	<p>Councillor Karen Soons – Suffolk County Council</p> <p>Parish Clerk, Councillors and Residents,</p> <p>I wanted to share an update about a personal decision that I have struggled with for well over a year. After much reflection, I have decided that I will not be standing for re-election as your County Councillor for the Thingoe South Division on 7th May 2026.</p> <p>This has not been an easy choice. Representing you for the past 9 years has been an immense honour, and I am deeply grateful for the trust, support and challenge you have given me throughout that time. Working alongside you to achieve so many shared ambitions for our communities has been one of the greatest privileges of my life.</p> <p>I know I will see many of you over the next six weeks, and I want to reassure you that I will continue to serve as a West Suffolk Councillor for Horringer, Hawstead, Great & Little Whelnetham and Nowton.</p> <p>With my warmest and most sincere thanks,</p> <p>Karen Soons, County Councillor Thingoe South Division</p>	

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b.	<p>Councillor Sara Mildmay-White – West Suffolk Council</p> <p>1. Local Elections: Following a U-turn by the Government, local elections for Suffolk County Council will now take place on 7th May 2026. You need to be registered in order to vote. If you are not registered visit www.gov.uk/register-to-vote . You have until midnight on 20th April to register. If you wish to vote by post, you have until 21st April to apply for a postal vote www.gov.uk/how-to-vote/postalvoting .</p> <p>2. Devolution: At the end of December 2025 the Government announced that it is minded to move the new Mayoral election from May 2026 to May 2028. In addition we are currently awaiting an announcement from Government regarding the composition of the proposed unitary authority/authorities for Suffolk.</p> <p>3. Local Plan update: West Suffolk has an up-to-date local plan that was adopted in July 2025. This plan was prepared under the previous plan making system. The Council is now required to undertake an immediate plan review because our local plan housing requirement has been increased under the Government's new standard method. In preparing the new local plan, the Council will need to find and allocate additional housing, up from 765 homes to 1,200 homes per year across West Suffolk. This represents a 56% uplift. Given the large uplift in housing numbers a 'call for sites' will commence in March 2026. This will include additional employment land. West Suffolk Council is required by planning regulations to formally commence plan making by June 2026 with adoption of the plan to be in May 2029.</p> <p>4. Great British Spring Clean: this takes place from 13th to 29th March, please contact me if you need any equipment.</p> <p>5. Easter Holiday activities: Free school holiday activities are available. West Suffolk Council is working with 19 providers to offer over 2,000 places across more than 150 sessions to eligible children up to and including the age of 16. To find out more contact HAFenquiries@suffolk.gov.uk</p> <p>6. Easter Bin collections: please post the information, provided to parish clerks regarding changes to bin collection days over Easter, on your notice boards and social media.</p> <p>7. Go for It Grants: Go for It Grant provides funding for individuals or groups that are inspired to bring communities together. Funding up to £300 is available and can be used for anything needed to get an idea off the ground, and could include equipment purchase/hire, venue hire, promotional</p>	
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	<p>materials, transport, etc. You will need to research the costs of your project accurately to apply and not simply provide general estimates.</p> <p>Cllr Sara Mildmay-White sara.mildmaywhite@westsuffolk.gov.uk</p>	
2025/201	<p><u>Planning matters</u></p> <p>None at this time.</p>	
2025/202	<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 28th February 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.</p> <p>b. To approve and authorise the accounts payable APPENDIX B</p> <p>Payments were approved and authorisation payment was given.</p> <p>c. To note the completion and submission of the VAT 126 claim APPENDIX C</p> <p>Council Members received a spreadsheet showing all invoices where VAT had been reclaimed. The Clerk confirms that the claimed amount of £1354.48 has been received in the bank from HMRC on 13.03.26.</p> <p>d. To receive and approve the reviewed Asset Register for 2026/27 APPENDIX D</p> <p>Council Members were emailed a reviewed Asset Register by the Clerk ahead of the meeting. Cllr Clark informed the Clerk the cigarette bins were no longer at the Village Hall so these were removed. Cllr Duchesne and Cllr Broad have checked the Parish for everything shown on the Asset Register. Some confirmation of bench locations is required. The Clerk will amend this. An amended document will be circulated by email. Council Members approved the document with the amendments discussed being made.</p>	

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2025/203	<p><u>To receive and discuss the play area report for February 2026 and any updates on play equipment quotes APPENDIX E.</u></p> <p>The report was circulated to Council Members ahead of the meeting. Cllr Mayhew has performed some checks. The climbing frame needs some rotten parts changing. Cllr Mayhew will meet Cllr Duchesne or Richard to have a look at replacing the part in question at this time to keep the equipment usable. Cllr Mayhew suggested a collective effort to clean up the surface now the better weather is here.</p> <p>Cllr Duchesne has now received a quote from Playdale which is the preferred supplier of equipment having sought out 3 contractors who have met at the site to prepare quotes. Cllr Duchesne and Cllr Broad have visited play areas that use Playdale equipment and are impressed by the appearance and quality. Council Members agreed and were in support of now looking at obtaining grant funding towards an overhaul of the play area. The Clerk will look at grant funding sources.</p>	Cllr Duchesne/Clerk
2025/204	<p><u>To discuss and approve the quote for a Parish tree maintenance</u></p> <p>Since the last meeting, Cllr Duchesne has received a quote from Stuart Bradnam, following a tour of the Parish to review trees that the Parish Council are responsible for maintaining.. Mr Bradnam has previously carried out work for the Parish. The quote received is very comprehensive and covers areas such as the War Memorial, the Village Green and the Village Hall. The quote is £2650.00 + VAT. Council Members received the quote by email ahead of the meeting to review it. Cllr Clark asked for confirmation that all the rubbish would be taken away. Cllr Duchesne confirms the quote includes waste removal. Council Members approved the quote. Cllr Duchesne will contact Mr Bradnam to ask him to go ahead.</p>	Cllr Duchesne
2025/205	<p><u>To discuss and resolve the purchase of new Speed Indicator Device/s</u></p> <p>The Clerk had circulated the current offer from ElanCity regarding purchasing two devices together. These devices are popular among other Parish Councils. The Clerk operates six of these in another Parish and can assist Cllr Mayhew in the set up and data recovery.</p> <p>ElanCity are currently running an offer on purchasing two signs together. Council Members agreed the current sign needs updating and the discussion to buy an extra sign had been discussed previously. Council Members resolved to</p>	Clerk

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	purchase the two signs which will be approximately £4999.00 + VAT for the two, solar powered signs. The Clerk will contact ElanCity to confirm a final price.	
2025/206	<p><u>To discuss and resolve replacement of village sign on Bury Road</u></p> <p>Cllr Duchesne is waiting to receive a quote from Coastline Graphics to have a new Stanningfield sign made as it has been missing for over five years.</p>	
2025/207	<p><u>Matters relating to Allotments</u></p> <p>a. Report/Update</p> <p>Cllr Mayhew has put a notice board at the entrance to the allotments to help aid communication between tenants and the Parish Council. Feedback from tenants has been positive. A tenant also reported a plot that is not being tended to and is causing the neighbouring tenant issues with invasive weeds and overgrowth on their plot.</p> <p>The grass needs topping and a general clear up again which can hopefully take place soon.</p> <p>The ditch running behind Smithy Close needs clearing out, due to allotment related items being stored on the bank as opposed to on plot holders' plots – this is difficult and needs addressing. A notice has been put up asking for tenants to remove items and compost heaps off the bank and on to their plots.</p> <p>Many plots are well maintained and cultivated to produce food.</p>	
2025/208	<p><u>Matters relating to Stanningfield Village Hall</u></p> <p>a. Report from SCA by Cllr J Clark</p> <p>Cllr Clark has had several complaints about the condition of the car park and the dips. There is a light that needs fixing in the bar area. Cllr Clark will organise an electrician.</p> <p>b. To discuss pricing and resolve renewal of car park surfacing.</p> <p>Cllr Duchesne has obtained a quote for replacing the stone in the car park. Ideally it firstly needs weed killing then scraping before replacing the stone. The quote for 20 tonne of stone, a lorry load is £618 + VAT. Cllr Clark is going to take this to the SCA for discussion and potential approval.</p>	

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2025/209	<p><u>Matters for the next meeting</u></p> <p>Village Gateways Bradfield Combust village notice board.</p>	
2025/210	<p><u>To confirm date of the next meeting</u></p> <p>To confirm the date of next meeting, the Annual Meeting is set for Monday 18th May at 7.30pm. The Annual Parish Meeting will be on the same date at 7.00pm.</p>	
2025/211	<p><u>Meeting closed</u></p> <p>The meeting closed at 9.38pm</p>	

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