

# **Bradfield Combust with Stanningfield Parish Council**

Nicola Glading, Parish clerk, 6, Albert Rolph Drive Lakenheath, Suffolk IP27 9DA

Tel: 01842 337488 Email: [BradfieldCombustwithStanningfieldpc@outlook.com](mailto:BradfieldCombustwithStanningfieldpc@outlook.com)

Website: <http://bradfieldcombustwithstanningfield.suffolk.cloud/>

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## **Notice of Uncontested Election**

### **Election of Parish Councillors for Bradfield Combust with Stanningfield on Thursday 4 May 2023**

*I, Ian Gallin, being the Returning Officer at the above election, report that the persons whose names appear below were duly elected Parish Councillors for Bradfield Combust with Stanningfield.*

**CLARK** Jane Edna Church Farm House, Stanningfield, IP29 4RB

**KACIUBSKYJ** Theo (address in West Suffolk)

**LANGAN** Tony Bradfield House, Ixer Lane, Bradfield Combust, Bury St Edmunds, IP30 0LR

**MEARS** Clive Edward 5 Church Road, Stanningfield, Bury St Edmunds, IP29 4RE

**STAFF** David John 2 Church Road, Stanningfield, Bury St Edmunds, Suffolk, IP29 4RE

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## **Annual Assembly**

**Time: 7.30pm**

**May 22<sup>nd</sup> 2023 at Stanningfield Village Hall**

This is not a parish council meeting but is organised by the council.  
It is for village groups to come along and let everyone know what has been happening during the year, and to suggest any future projects in our villages.

This will be followed by the

## **Annual Parish Council Meeting**

### **AGENDA**

The Press and Public are invited to attend the Bradfield Combust with Stanningfield Annual Parish Council Meeting to be held on May 22<sup>nd</sup> 2023 at Stanningfield Village Hall immediately after the Annual Assembly at 7.30pm

2023/01	Election of Chairman
2023/02	Election of Vice Chairman
2023/03	Apologies for absence
2023/04	Minutes of the Annual Parish Council meeting held on May 9 <sup>th</sup> 2022. (PAPER 1)
2023/05	Chairman's report
2023/06	To complete and sign the Acceptance of Office Declarations.
2023/07	To complete and sign the Declaration of Interests forms.
2023/08	Statutory Business: a. To confirm that the clerk is also the Responsible Financial Officer b. Appointments on outside bodies: SALC, SCA c. To confirm that the 2023-2034 internal auditor will be reviewed later in the forthcoming year. d. To confirm that Policies and Procedures will be reviewed later in the forthcoming year.
2023/09	To confirm the Bradfield Combust with Stanningfield meeting dates 2023

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## First Ordinary Parish Council Meeting

### AGENDA

The Press and Public are invited to attend the First Ordinary Bradfield Combust with Stanningfield Parish Council Meeting to be held on May 22<sup>nd</sup> 2023 at Stanningfield Village Hall immediately following the Annual Parish Council Meeting

2023/10	<b>CHAIRMAN'S WELCOME and RECORDING OF MEETING</b>	
a.	To establish whether it is the intention of any person to record the meeting	
2023/11	<b>APOLOGIES FOR ABSENCE</b>	
	a) Apologies for absence b) Council to consent to accept the apologies received	
2023/12	<b>DECLARATIONS OF INTEREST</b>	
a.	To receive Members' declarations of Disclosable Pecuniary Interests (as defined by the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012) where these Disclosable Pecuniary Interests: a) Have not already been entered into the register and b) Relate to a matter to be considered	
2023/13	<b>PUBLIC PARTICIPATION</b>	
	Members of the public may speak about specific items on this agenda, providing that the clerk has been notified of the intention to speak and the subject 24 hours prior to the meeting.	
2023/14	<b>UPDATES FROM COUNTY and DISTRICT COUNCILLORS</b>	
a.	To receive an update from County Councillor K. Soons	
b.	To receive an update from the District Councillor S Mildmay-White	
2023/15	<b>MINUTES OF THE PARISH COUNCIL MEETING held on March 13<sup>th</sup> 2023</b>	
a.	To receive and agree the Minutes of the Parish Council meeting held in March 2023 and to authorise the Chair to sign the same.	PAPER 2
b.	Business remaining from the meeting not on this agenda	
2023/16	<b>COUNCILLOR VACANCIES</b>	
	To instruct the clerk to commence proceeding to fill the remaining councillor vacancies	
2023/17	<b>MATTERS RELATING TO PLANNING</b>	
a.	To consider DC/23/0713/HH Consultation Expiry: 31 May 2023 Parish Consultation Bradfield Combust With Stanningfield Householder planning application – a. two first floor dormer windows to rear elevation b. detached outbuilding to incorporate three bay cartlodge, store and first floor accommodation above for short term holiday let use Location 27 Beechcroft Stanningfield Suffolk IP29 4RT Applicant Mr H Sage <a href="https://planning.westsuffolk.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&amp;keyVal=RU36M8PDIYW00">https://planning.westsuffolk.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&amp;keyVal=RU36M8PDIYW00</a>	

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b.	To consider DC/23/0648/LB Expiry 21 <sup>st</sup> May (extension applied for) Application for listed building consent - alterations to ground floor single storey north service wing to improve existing heating system and associated works   Coldham Hall Coldham Hall Lane Stanningfield IP29 4SD <a href="https://planning.westsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=RTLTIJPDIIQ100">https://planning.westsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=RTLTIJPDIIQ100</a>	
2023/18	<b>INSURANCE RENEWAL 2023-2024</b>	
	(i) To consider the insurance policy covers and quotations (x3) obtained by the clerk	PAPERS at 3
	(ii) Clerk to follow up on recommended fireproof box with agreed insurer	PAPER 4
2023/19	<b>MATTERS RELATING TO STANNINGFIELD PLAYGROUND and STREET FURNITURE</b>	
a.	Update on new SID location	PAPER 5
b.	Inspection of playground by WSC	PAPER 6
c.	Update on new bus shelter	
d.	To consider the new noticeboard: materials, size, price limit	
2023/20	<b>MATTERS RELATING TO FINANCE</b>	
a.	To consider and approve the Accounts Payable April/ May 2023	PAPER 7
b.	To authorise the signatories to sign the relevant cheques	
c.	To confirm that SALC will not be able to audit the AGAR until the end of June 2023	
d.	To Receive and Agree the 2022-2023 Quarter 4 Accounting Statement: (i) Payments made (ii) Payments Received (iii) Bank Reconciliation (iv) Budget/ Expenditure	PAPERS at 8
e.	To Receive and Agree the Annual Governance and Accountability Return 2022-2023 for submission to internal auditor and PKF Littlejohn, and authorise the Chairman to sign: (i) Section 1 Annual Governance Statement (ii) Section 2 Accounting Statements	PAPERS at 9
f.	To consider Internal Control Statement - Chair & bank non-signatory to sign	PAPER 10
2023/21	<b>CHAIRMANS ITINERARY, REPORTS and CONSULTATIONS</b>	
a.	<u>Chairmans report:</u> (i) The renovation of Stanningfield's telephone box	
b.	<u>Clerk &amp; Councillor's reports</u> (on the night) and correspondence (i) Tenant survey (clerk) (ii) To note agreed increase in TOP Garden Service charges of 10% (clerk)	
2023/22	<b>EXCHANGE OF INFORMATION</b>	
a.	To exchange any relevant information at the discretion of the Chairman	
	Date of next meeting: to be confirmed by new parish council members. July 10 <sup>th</sup> 2023, Sept 11 <sup>th</sup> 2023, Nov 13 <sup>th</sup> 2023	