**MINUTES**

**Of the Bradfield Combust with Stanningfield**

**Parish Council Extraordinary Meeting held on August 21st 2023 at Stanningfield Village Hall**

Present:

Cllr D Staff (Chairman)

Cllr T Langan (Vice Chairman)

Cllr C Mears

Cllr J Clark

In attendance: N Glading, parish clerk and two members of the public

|  |  |  |
| --- | --- | --- |
| 2023/38 | **CHAIRMANS WELCOME and RECORDING OF MEETING** |  |
|  | No recording  |  |
| 2023/39 | **APOLOGIES FOR ABSENCE**  |  |
|  | a) Apologies for absence had been received from D/Cllr Mildmay-White, C/Cllr K Soons, Cllr B Austin and Cllr T Kaciubskyb) The Councillors consented to accept the apologies received |  |
| 2023/40 | **DECLARATIONS OF INTEREST**  |  |
| a. | None |  |
| 2023/41 | **PUBLIC PARTICIPATION**  |  |
|  | None |  |
| 2023/42 | **INSURANCE MATTERS** |  |
| a. | Update on insurance claim Steve Palmer BSc. AssocRICS MCIOB Cert CII Subsidence Engineer has written to confirm that they are arranging to revisit the property to review the position of the hedge. | APPENDIX A |
| 2023/43 | **MATTERS RELATING TO FINANCE** |  |
| a. | The Accounts Payable were considered and unanimously **AGREED**

|  |  |
| --- | --- |
| Accounts Payable September 2023 |  |
| Payee | Item | Amount |
| Reimburse NG | Safe  | £291.60 |
| staff | Jul-23 | £295.66 |
| staff | Aug-23 | £295.46 |
| expenses office | July to Sept 23 | £79.00 |

 |  |
| b. | The signatories were authorised to sign the relevant cheques |  |
| 2023/44 | **UPDATE ON VILLAGE GREEN** |  |
| a. | The recent communication from Matthew Fox, Community Liaison EngineerSuffolk Highways was **RECEIVED.** Cllr Langan and Cllr Kaciubsky will lead the application to Highways to deed Bradfield Combust Village Green to BC&S parish council.  | APPENDIX B |
| 2023/45 | **CHAIRMAN and COUNCILLORS ITINERARY/ UPDATE**  |  |
|  | Chairmans report:Cllr D Staff announced that he is retiring as Chairman and Parish Councillor.  | APPENDIX C |
|  | Councillors reports:Cllr C Mears announced that he is retiring from the Parish Council  | APPENDIX D |
|  | Cllr T Langan expressed the parish councils thanks for the many year of service and work that Cllrs Staff and Mears had given to the council. It is now urgent that new councillors are found and ideas on recruitment of candidates were discussed. Clerk to proceed with the required Notices. Cllr Langan will write up a flyer. |  |
| 2023/46 | **EXCHANGE OF INFORMATION** |  |
| a. | To exchange any relevant information The next meeting had been scheduled for 11th September, it was decided that this would be too soon, therefore this meeting was cancelled, and provisional meeting dates of 2nd or 9th October 2023 are suggested  |  |
|  | Dates of next ordinary meetings2/9 October 2023TBC: Nov 13th 2023, 15th January 2024, 11th March 2024 |  |

**Appendix A**

**rom:** Stephen Palmer <stephen.palmer@woodgate-clark.co.uk>
**Sent:** 10 August 2023 12:37
**To:** Nicola Glading <BradfieldCombustwithStanningfieldpc@outlook.com>; greg\_bryanthiscock@ajg.com <greg\_bryanthiscock@ajg.com>
**Subject:** RE: Robin Witney & Susan Witney - Our Claim Ref: 9440515U Insurance claim at 7 Smithy Close.

Good afternoon

We acknowledge receipt of your email below.

We are arranging to revisit the property to review the position of the hedge.

Regards

Steve

**Steve Palmer BSc. AssocRICS MCIOB Cert CII
Subsidence Engineer**
Mabgate Business Centre, 93/99 Mabgate,
Leeds LS9 7DR



Mobile: 07843 358713

s.palmer@woodgate-clark.co.uk
[**www.woodgate-clark.co.uk**](https://www.woodgate-clark.co.uk/)

**From:** Nicola Glading <BradfieldCombustwithStanningfieldpc@outlook.com>
**Sent:** 04 August 2023 15:18
**To:** Sharn Egginton <sharn.egginton@woodgate-clark.co.uk>; greg\_bryanthiscock@ajg.com
**Subject:** Re: Robin Witney & Susan Witney - Our Claim Ref: 9440515U Insurance claim at 7 Smithy Close.

Good afternoon, Sharn,

Greg Bryant Hiscox of AJG Insurers has asked me to forward to you the photos taken by the Chairman, Cllr David Staff.

These will follow in separate emails due to size.

Below is a copy of the email sent to Greg Bryant Hiscox 25.07.2023

Dear Greg Byant-Hiscox

Thank you for your recent email

1.      The Parish Council does not accept the trees in question are their responsibility, as these are all on the resident’s side of the ditch.  A fence has been erected leaving the tree on the outside, this was done, we believe, as level ground was required for the fence.

2.      We are not qualified to agree or disagree with the finding of the Arboricultural Assessment, but we would draw attention to the letter detailed in the next bullet point.

3.      I have attached a copy of a letter from Gateley Smithers and Purslow, which was part of the file of reports commissioned by Mr & Mrs Witney’s Insurers sent to us on 24th May 2023.  In the conclusion section of this letter - item 3.3 -  clearly indicates that the footings for the extension in question should be, according to the NHBC table,  1.5 metre deep instead of 1 metre.

4.      We would suggest our insurers take a look at the sign off document from Building Control as we believe this was not issued at the time of the build,  some ten years ago, but was issued quite recently.

5.      There are a number of anecdotal comments from local residents regarding footings being dug incorrectly and have to be re-dug and drains being put in at the wrong levels, whether anyone would stand and say this in court would be in question.

6.      Our awareness of this issue is as per the letters sent to you and forwarded on to the Parish Council.

7.      There are no Tree Preservation Orders on any of the trees in question, this is stated in the Arboricultural Assessment.

I trust this to be in order.

Please send any further questions to the clerk at this address.

Nicola Glading

Clerk to Bradfield Combust with Stanningfield Parish Council

01842 337488

**Appendix B**

**From** Matthew Fox

Community Liaison Engineer

Suffolk Highways I Rougham Service Delivery Centre, Rougham Industrial Estate, Bury St Edmunds, Suffolk, IP30 9ND

Tel: 0345 606 6171    [www.suffolk.gov.uk/highways](http://www.suffolk.gov.uk/highways)

I’ve been passed your report regarding the village green in Bradfield Combust and the request from the Parish Council for registering this officially.

Any Parish wishing to register their village green should contact the Open Space Society on the link below:

[www.oss.org.uk/what-do-we-fight-for/village-greens](http://www.oss.org.uk/what-do-we-fight-for/village-greens)

The Open Spaces Society is Britain's oldest national conservation body, founded in 1865.

* They campaign for stronger protection and opportunities for everyone to enjoy commons, greens and paths.
* They defend open spaces against loss and pressures from development.
* They assist local communities so that they can safeguard their green spaces for future generations to enjoy.

They will be able to assist the Parish Council through the registration process and give any advice needed. They can also give advice over rights of way, footpaths and commons etc.

Kind regards

Matthew Fox

Community Liaison Engineer

Suffolk Highways I Rougham Service Delivery Centre, Rougham Industrial Estate, Bury St Edmunds, Suffolk, IP30 9ND

Tel: 0345 606 6171    [www.suffolk.gov.uk/highways](http://www.suffolk.gov.uk/highways)

**Appendix C** **Letter of Resignation from Cllr D Staff**

20TH August 2023

Dear Councillors

Letter of Resignation

Further to our recent conversation could you please accept this letter as my formal resignation as both Chairman and Council Member of Bradfield Combust with Stanningfield Parish Council.

It has been my privilege to act as chairman for the past twelve years during which time we have achieved many things for the Parish, most notable there is now a healthy cash reserve.

At the same time, we have been able to make considerable improvements to the Parish assets, including:

The complete refurbishment of the village hall, including new windows, exterior cladding and insulation.

Addition of a veranda, storeroom extension including racking and a new gazebo

Car parking has been expanded and lighting and CCTV added

Internally, a completely new kitchen has been installed along with anew heating and air conditioning system.

All vinyl flooring replaced throughout the hall with the original hall floor being stripped back and re-varnished

The village green area now has a teenage shelter, goal posts, basketball ring and the children’s play area has been fenced. We also now have a new bus shelter.

It seems a long time ago now but we were able to add a Village Sign to the Green at Bradfield Combust along with a new War memorial recognising those from the village lost in war. Thank you to past Councillors who were instrumental in delivering those two projects.

The last project we undertook was the purchase of a speed indicator sign, which is now placed at two locations in Stanningfield.

I would like to give special thanks to councillor Clive Mears who with me has carried out a great amount of the above. Without his help and support none of the above would have been possible.

I would also like to thank Vice Chairman Tony Langan for his support and advice throughout the years and obviously various other members of the PC who have always given their support.

I would also like to think that during my time as chairman we have managed to bring together the SCA and the PC into a more harmonious understanding, their help has also greatly assisted in the work carried out to the village hall.

Finally, my thanks to Nicola for her sterling work and advice which always goes above and beyond.

Best wishes

D Staff

**Appendix D Letter of Resignation from Cllr C Mears**

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