

DRAFT UNTIL SIGNED

Minutes of the Bradfield Combust with Stanningfield Parish Council meeting held on Monday 9th September 2024 at 7.30pm

Attendance:

Councillor A Langan	Chair
Councillor A Clarke	Vice Chair
Councillor R Duchesne	
Councillor S Mayhew	
Councillor S Tyrell	
Councillor J Clark	
Ms Jane Spenser	Clerk

Members of the electorate and other attendees:

2 members of the electorate.

West Suffolk District Councillor Sara Mildmay-White

2024/36	<u>Chair's welcome and recording of meeting</u>	
	The Chair opened the meeting at 7.35pm. A reminder to everyone that the meeting was being recorded for accurate writing of the minutes.	
2024/37	<u>Apologies and consent to acceptance for absence</u>	
a)	Apologies received from Councillor G Broad and Suffolk County Councillor Karen Soons.	
b)	The Council members consented to accept the apologies received.	
2024/38	<u>To receive member's declaration of interest and dispensations relating to items on this agenda.</u>	
	None were received.	
2024/39	<u>To resolve that the minutes of the meeting of the council held on Monday 15th July 2024 are a true and correct record.</u>	
	It was resolved that the minutes of the meeting on Monday 15 th July 2024 were a true and correct record. The minutes were signed by the Chair.	
2024/40	<u>Public participation session (15 minutes)</u>	
	A member of the electorate has raised a concern regarding the ditch between the bungalows at the end of Smithy Close. It is overgrown and cannot be accessed anymore by residents who had been clearing it. If not cleared, over time this could lead to flooding.	

Signed by Chair of meeting:

Date signed:

	<p>Responsibility and land ownership is uncertain. The Parish Council will investigate this before the next meeting. It will be placed on the November agenda as an item.</p> <p>Clive Mears attended the meeting to present the Parish Council with a maintenance folder he has produced alongside the Stanningfield Community Association (SCA) for the Village Hall. It is a comprehensive compilation, and the Parish Council greatly appreciate the time taken by Clive to create this.</p>							
2024/41	<p><u>Reports and updates from Police, District and County Councillors</u></p> <p>a. Councillor Karen Soons – Suffolk County Council Apologies received. A report received by email was circulated to Council Members prior to the meeting.</p> <p>b. Councillor Sara Mildmay-White – West Suffolk Council Councillor Mildmay-White was in attendance. A report received by email was circulated to Council Members prior to the meeting.</p>							
2024/42	<p><u>Matters relating to Bradfield Combust Village Green</u></p> <p>Councillor Langan has been in touch with the Open Spaces Society and Protection of Rural England to try and establish what rights the Parish Council have regarding the Village Green.</p> <p>Councillor Langan discovered it is Suffolk County Council who own the Village Green, having acquired it from Greene King some years ago. Having spoken to Suffolk Highways regarding the matter and given the Parish Council maintain the Village Green, he is looking to obtain some form of written evidence or agreement between the two authorities as to their individual responsibilities, if any, for the land.</p> <p>This matter is now with Suffolk County Council's legal department and he awaits their response.</p>							
2024/43	<p><u>Finance</u></p> <p>a/b To consider, approve and authorise the accounts payable for Aug/Sep 24.</p> <table> <tr> <td>Mr A Tucker – Remembrance Wreaths</td> <td>£44.50</td> </tr> <tr> <td>SALC – Membership Sub. 2024/25</td> <td>£284.11</td> </tr> <tr> <td>Staff costs – Jul/Aug 24 and postage</td> <td>£638.97</td> </tr> </table>	Mr A Tucker – Remembrance Wreaths	£44.50	SALC – Membership Sub. 2024/25	£284.11	Staff costs – Jul/Aug 24 and postage	£638.97	Paper 1
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c.	<p>Payments were approved and signatories were authorised to sign the relevant cheques.</p> <p>To discuss updates to banking arrangements and online banking.</p> <p>Councillor Langan proposed the Parish Council moves to internet banking. It would be in the interest of the Parish in terms of cost saving with bank charges and postage. It would also make the Parish Council more efficient from an administrative perspective. It is becoming increasingly more difficult and time consuming to operate without internet banking. It was resolved to proceed with this proposal. Signatories will notify the bank of the change of Clerk/Responsible Financial Officer to initiate the relevant address and name changes.</p>	
2024/44	<p><u>Matters relating to allotments</u></p> <p>For a significant amount of time Graham Clampin has played a vital role taking care of the day to day management of the allotments. His help has been invaluable to the Parish Council. Graham will continue with his own allotment for the foreseeable future. The Parish Council wishes to thank Graham for his time and commitment over the years in this voluntary role.</p> <p>The Clerk will meet with Clive Mears who has offered to provide some initial support regarding the allotment management whilst the Parish Council look at future options.</p> <p>The Clerk will issue renewals for the allotments in October.</p>	
2024/45 a)	<p><u>Matters relating to Stanningfield Playground and street furniture</u></p> <p>To receive the playground report/inspection for August 2024.</p> <p>The Clerk circulated the playground report for August 2024 to Council Members prior to the meeting. Councillor A Clarke has volunteered to perform weekly visual checks of the area and the Clerk will provide the necessary documentation to complete.</p>	Paper 2
2024/46	<p><u>To discuss a new Parish Emergency Plan</u></p> <p>Councillor Langan will review the template provided by the Clerk and will work with the Clerk to adapt the template to Bradfield Combust with Stanningfield Parish. The plan will be circulated to Council Members for comment with an aim to adopt the new Emergency Plan at the November meeting.</p>	

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2024/47	<p><u>Planning matters</u></p> <p>a) DC/24/1189/HH Householder planning application – front and side extensions to single storey outbuilding (following demolition of existing outbuildings). Fox House, Bury Road, Stanningfield, IP29 4RU. SUPPORT</p> <p>b) DC/24/1213/TPO tree preservation order – group of Yew (A1 on plan, within area A9 on order) crown reduction by up to one metre. Coldham Hall, Coldham Lane, Stanningfield, IP29 4SD SUPPORT</p>	
2024/48	<p><u>Matters relating to Stanningfield Village Hall</u></p> <p>a) Memorandum of Understanding</p> <p>The agreement between the Parish Council and the SCA regarding the Village Hall expired 8 years ago. Councillor Langan proposes a new agreement is made and has prepared a template which was circulated to Council Members prior to the meeting. Councillor Langan asked for Council Members to email any suggested amendments regarding the Memorandum of Understanding.</p> <p>Moving forward, at the next insurance renewal Councillor Langan proposes one insurance policy for all Parish assets including the Village Hall.</p> <p>b) Report from SCA by Councillor J Clark to include details on insurance and maintenance plan.</p> <p>Councillor J Clark requested that the insurance premium for the Village Hall be reimbursed to the SCA. Details on insurance and the maintenance plan were given by Clive Mears.</p>	Paper 3
2024/49	<p><u>Chair and Clerk's report/updates</u></p> <p>a) The Chair provided an update regarding the Electric Vehicle (EV) charging points installation. There is progression but there are numerous health and safety and legal stages to finalise followed by testing and a trial period of charging.</p> <p>b) The Clerk had nothing to report at this time.</p>	
2024/50	<p><u>Matters for the next meeting</u></p> <p>Ditch cleaning – Smithy Close Stanningfield Village Sign Website</p>	

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2024/51	<u>Date of the next meeting</u> To confirm the date of next meeting is Monday 11 th November 2024.	
2024/52	<u>Meeting closed</u> The meeting was closed at 9.45pm	

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Date signed: