

# Bradfield Combust with Stanningfield Parish Council

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## Minutes of the Parish Council meeting held in the Village Hall, Church Road, Stanningfield on Monday 27<sup>th</sup> November 2017 at 7.30pm

**Present:** Councillors (Cllrs) D Staff (Chair), C Mears, A.Tucker, T.Langan Hinde, M Grimmer, Walters, M.Duchesne  
County Councillor Karen Soons  
Borough Councillor Sara Mildmay-White

**In attendance:** Amanda Hinde (Clerk)

Those present indicated no intention to film, record, photograph or use social media in order to report on the proceedings of the meeting.

The agenda together with appendices 1 to 4 will be appended to the signed minutes:

### 1. Apologies

County Councillor Karen Soons gave her apologies as she arrived later.

### 2. Declarations of Interest

Cllr Hinde declared his interest in regard to his relationship to the Clerk due to any cheques being signed for the Clerk.

Co-option of Sam Jordan took place he was proposed by Cllr Mears and seconded by Cllr Tucker and the declaration of interest form and acceptance of office were signed before the Clerk. Cllr Jordan was then asked to join the meeting.

### 3. Minutes of the last meeting

The minutes of the Parish Council Meeting dated 25<sup>th</sup> September 2017 were agreed a true record and signed by the Chair.

### 4. Clerk's report

- (i) The Clerk referred to Appendix 1 recording actions taken on matters carried forward from previous meetings. These items are ongoing.
- (ii) There were no significant matters or items of correspondence not on the agenda and not already drawn to councillors' attention.
- (iii) There were no decisions taken under delegated powers since last meeting.
- (iv) The uses for the telephone kiosk will be discussed at the next meeting.
- (v) One quote had been received for the works required for the tree opposite Church Farm and another will be obtained.
- (vi) Village projects was discussed by Cllr Mears and an update given from appendix 2. A proposed extension to the village hall was discussed and possible enhancement to the play area. County Councillor Karen Soons said she will look into her budget to see if she can offer any assistance along with Borough Councillor Sara Mildmay-White who offered money from her budget.
- (vii) Ben Carter from Suffolk County Council attended the meeting and discussed his plan of mapping drainage facilities within the villages and future plans for this project. He asked if any parish councillor would like to be involved and Cllr Hinde said he would. Then Ben left the meeting.

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## 5. Borough, County and Community Reports

County Councillor Karen Soons had sent her report prior to the meeting and this had been emailed to all Councillors.

Cllr Soons took any questions. The decision regarding the speed panel report was discussed at length and she advised that the Parish Council can appeal the decision. Cllr Tucker and Cllr Grimmer would compile a letter to send to the Chair of the Speed Panel.

Borough Councillor Sara Mildmay-White went through her report at the meeting

### The meeting was adjourned for public question time

There was one member of the public present. The question was raised about the road surface around the village green and all the large potholes and asked if they could be filled in. The Council are unsure that they are responsible for this bit of road and neither is it the responsibility of the County Council Highways department. Further investigation in to owner ship needs to be pursued but in the meantime Cllr Hinde said he would obtain a quote from Mr B.Colson to fill in the potholes.

### The meeting reconvened.

## 6. Planning, Environment and Community

(i) The only planning application was

**DC/17/2150/FUL 1No dwelling and conversion of existing dwelling to storage barn.**

**The Old Dairy Newhall Road, Stanningfield** and the response had already been returned.

(ii) A discussion was had about an extra street light in Bradfield Combust but costs would be prohibitive for the Parish Council to install and maintain.

(iii) A discussion was had regarding Abbey Fire as they had changed the terms and conditions of the existing contract without consulting or informing the Parish council. It was considered that they had broken the contract and should not have attended the Village Hall on 14<sup>th</sup> November 2017 for an inspection without the Parish council consent. The Parish Council would now obtain quotes from other companies.

Abbey Fire will be informed of the Parish Council decision.

## 7. Finance

(i) Cllrs agreed that the report of the Responsible Finance Officer (RFO) at appendix 3 be received and that outstanding payments be made.

(ii) Cllrs considered and received appendix 4 showing the accounts, budget and bank reconciliation to 31<sup>st</sup> October 2017.

(iii) The budget setting will be deferred until the next meeting.

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- (iv) The Clerk salary review was discussed and agreed that a pay rise is due. For this discussion to take place the Clerk and Cllr Hinde left the meeting and returned once discussion had finished. Cllr Duchesne left the meeting after this.

## 8. Councillors' reports and items for future agenda

- (i) To discuss the reviewing of the parish council website/facebook.
- (ii) Cllr Mears gave a detailed talk about the new Data Protection legislation which is to be implemented May 2018. There will be a lot of extra work for the Clerk to carry out in preparation for this and Cllr Mears offered his help to the Clerk which was very kindly accepted.
- (iii) The churchyard maintenance was discussed and it was unanimously agreed to carry on with the payments for the 3 churches within the parishes. It was agreed to sign the 3 cheques at this meeting.
- (iv) To discuss carrying out an impact assessment for the forthcoming data protection legislation.

The meeting ended at 10.10 pm

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Chairman

22<sup>nd</sup> January 2018