

BRADFIELD ST. GEORGE PARISH COUNCIL MEETING HELD IN THE  
VILLAGE HALL ON WEDNESDAY 11<sup>th</sup> MARCH 2020

Present: Cllrs P Squirrell (Chairman), A Therin & G Mulley.  
WS. Cllr S Mildmay-White; C Hibbert (clerk).

Apologies: Cllrs C Croot and C Stainer; C Cllr K Soons

*The meeting opened at 7.30pm.*

**1. APOLOGIES**

Noted.

**2. PUBLIC FORUM**

No matters raised.

**3. INTERESTS**

3.1 Cllr GM declared an interest in item 5.3 below to the extent he is a member of the Village Hall Management Committee;

3.2 No dispensation applications received.

**4. MINUTES OF THE PARISH COUNCIL MEETING DATED 15<sup>th</sup> JANUARY 2020**  
the minutes of the Council meeting held on 15<sup>th</sup> January were unanimously **APPROVED** and signed as a true and accurate record of that meeting.

**5. REPORTS**

**5.1 County Councillor report.** In the absence of C Cllr Soons her report (which is attached to the minutes) was received and **NOTED**.

**5.2 West Suffolk Council report.** WS Cllr Mildmay-White presented her monthly report which is attached to these minutes.

**7.5 To consider community apple press proposal and associated funding (taken out of turn):**

The meeting received and considered a proposal for the acquisition of a community apple mill press and straining bags (cost £1033.0 inc VAT and delivery). WS Cllr Mildmay White offered a contribution towards this project, for which many thanks. It was **AGREED** that subject to award of locality grant, the Council would proceed with the acquisition of this equipment and would underwrite the costs of the shortfall (using its powers under s137 Local Government Act 1972). It would in the meantime approach the Village Hall Management Committee for a financial contribution towards the shortfall.

**5.3 Village Hall;** Cllr Mulley reported on; (i) the recent quiz night and plans to revamp the format of this regular event to boost attendance; and (ii) the recent successful Bradfield Night. A report from the chair of the Village Hall Management Committee is attached to these minutes.

**6. PLANNING APPLICATIONS, APPEALS AND NOTIFICATIONS**

The following notifications were noted:-

**6.1 Appeal against refusal of application DC/19/0172/OUT re Oakage, land off Felsham Road Bradfield St George Suffolk.** Appeal **REFUSED - NOTED**.

*Cllr MW left the meeting at 8.00pm.*

**7. TO CONSIDER**

**7.1 Appointment of internal auditor for 2020** The Council **RESOLVED** to appoint SALC as internal auditor for 2020.

**7.2 Approval of statement of internal controls and appointment of Councillor to monitor and report on internal controls on a six monthly basis.** The statement of internal controls was **APPROVED**. Cllr AT **AGREED** to review the internal controls before end March 2020 and to report back to the Council.

**7.3 Approval of Risk assessment** The Risk Assessment was reviewed and **APPROVED**.

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**7.4 Establishment of working group to make contingency plan for response to corona virus**

The meeting discussed the emerging guidance on this issue of relevance to community buildings and Parish Councils. It was **AGREED** that the clerk and Cllr AT would work together to; (i) undertake a corona virus risk assessment (to be shared with Village Hall Management Committee); (ii) draw up an outline contingency plan; (iii) consider how best to share any key emerging information with residents.

**7.5 To consider whether the Council will need to arrange additional verge cutting in summer 2020**

The single cut of verges proposed by SCC on 8 June 2020 was **NOTED**. It was further noted that it is anticipated that any additional verge cutting required will be managed locally.

**8. FINANCES**

**8.1 To receive and approve the bi-monthly financial summary for January-February 2020;**

received and **APPROVED**. It was **NOTED** that the sum of £150 has been paid into the Council account in error by WSC; it was **AGREED** that this should be refunded, subject to appropriate confirmations first being received.

**8.2 To approve cheques to be issued;**

The following cheques were unanimously **APPROVED**:-

Detail	Cheque no	Net (of VAT)	Vat	TOTAL
HMRC		96.96		96.96
C Hibbert – wages (Jan-Mar 20)		438.16		438.16
No Butts Bench Ltd				414
BSG VH committee		20		20

**9. CORRESPONDENCE AND CIRCULARS**

The following correspondence was **NOTED**:-

- 9.1 NHW - Bradfield St George Parish 2019 Report and crime stats
- 9.2 West Suffolk Area Forum programme
- 9.3 West Suffolk Local Plan review programme
- 9.4 WSC - Strategic Housing and Economic Land Availability Assessment (SHELAA) 2020 Publication
- 9.5 SALC e bulletins 24/1, 20/2, 6/3 and Local Councillor 30/1/20
- 9.6 Spring Clean flier
- 9.7 SCC grass cutting schedule 2020
- 9.9 Acre village hall and community building survey

**10. DATE OF NEXT MEETING**

The date of the next meeting is Wednesday 13<sup>th</sup> May 2020 at 7.30pm. to follow the Annual Parish Meeting at 7pm.

*The meeting closed at 8.30 p.m.*

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**Attachment to item 5.1  
County Councillors report - February 2020**

**By-Election update**

Some of you may have heard that I was successful in being elected to West Suffolk Council for Newmarket North (A14 -Tesco-Newmarket Hospital). This is in addition to being your County Councillor for Thingoe South. It will require a few extra meetings but overall I would anticipate it providing benefits for all residents. Being elected to two councils will mean that I will be able to work within the councils to coordinate deliver improved services in both areas for the benefit of everyone.

**Suffolk celebrates CQC success**

Suffolk's recent Care Quality Commission statistics are in and Suffolk is now top of the table for comparator local authority areas.

In Suffolk, 89.04% of Adult Social Care locations are rated as 'Good' or 'Outstanding' by the Care Quality Commission, the standards agency for adult care.

When it comes to the national rankings, Suffolk is performing equally well. Ranked as fourth nationally for 'Good' or 'Outstanding' rated care locations, Suffolk shines out as a great area for adult social care.

This is particularly impressive when it is considered that Suffolk has over 100 more adult social care locations than any of the other areas listed in the top ten.

**Councillor Rebecca Hopfensperger, Cabinet Member for Adult Care, said:**

"This is an incredible achievement and something that is worth celebrating. This to me, illustrates that Suffolk is a great place for Adult Social Care, with a wealth of care providers who do fantastic work.

"There are of course, still areas where we can improve and I know work is continuing to raise standards where it is required, but I am confident that we are working hard to address any concerns.

"These results make me incredibly proud and grateful to our care providers for the fantastic way that we are caring for local people."

More information regarding the CQC ratings of local authority areas or individual care locations can be found on the [Care Quality Commission website](#).

**A Statement from Councillor Matthew Hicks, Leader of Suffolk County Council, on the Ipswich Northern Route**

**(This statement was issued on 30 January 2020)**

Since Suffolk's Public Sector Leaders (SPSL) first took the decision to pursue development of an Ipswich Northern Route (INR), I have been clear, as leader of Suffolk County Council (SCC), that the project must be fully collaborative and follow the processes set out by the Department for Transport (DfT) if it is to enjoy any realistic chance of success.

This week, SCC met our commitment to SPSL to undertake phase one of the DfT process, by publishing the Strategic Outline Business Case (SOBC). This concluded that there was a good economic business case to continue the project to phase two. However, alongside the SOBC, SCC outlined five issues which would need to be considered if SCC were to recommend whether the project proceeds. These issues are:

- The way Government allocates funding for road projects has evolved since 2016. There is now a need to provide not only a compelling business case for the road itself, but also to show how the

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road will enable or support additional housing growth. This need for additional housing falls under the remit of district and borough councils. SCC, as the transport authority for Suffolk, will need clarity on the willingness and ability of the district and borough councils to deliver such growth, beyond that already committed to in their respective local plans.

- The need for widespread political support, both at a national and local level, to proceed to the next stage, factoring in the levels of public support and any local changes to the political landscape as a result of the May 2019 and December 2019 elections.
- A petition received from the STOP! campaign, which is against the project, is scheduled to be responded to by a meeting of Suffolk County Council on 13 February 2020.
- Serious consideration of the climate emergency declared in 2019.
- Acceptance that the scheme has no realistic chance of succeeding in gaining government funding as a “road only scheme”.

So far, we have received responses from Ipswich Borough Council, East Suffolk Council, Mid Suffolk District Council and Babergh District Council. We have also received a response from Tom Hunt, MP for Ipswich. Dr Dan Poulter, MP for Central Suffolk and North Ipswich, and Dr Therese Coffey, MP for Suffolk Coastal, have also made their views on the Ipswich Northern Route clear prior to publication of the SOBC this week.

This is a complex issue for everyone in Suffolk. The SOBC suggests there is a strong business case to proceed. However, pursuing a project of this scale and financial size clearly needs widespread political support as, without this, Government is unlikely to even support the next phase when £3m is needed to complete the Full Business Case.

Furthermore, without agreement of the district and borough councils to build the additional houses necessary to secure government funding (above those already agreed within their local plans), I do not believe this project can proceed with any degree of success.

Therefore, after careful consideration of the above and the wider political views, along with the very real concerns of families and businesses located close to any of the proposed routes, and all the responses received, it has become increasingly clear that, as Leader of Suffolk County Council, I am now in a position to recommend to my Cabinet that the Ipswich Northern Route should not proceed to the next phase of development.

To bring the uncertainty surrounding this issue to an end for all concerned, I will be bringing a paper to a meeting of Cabinet on 25 February where the final decision will be made, which we must do as the highways’ authority for Suffolk. To avoid pre-empting my own Cabinet’s decision, I do not intend to offer further commentary beyond this statement.

### **New permit scheme aims to address roadwork disruption**

On 28 January, Suffolk County Council’s Cabinet gave the go-ahead for a new permit scheme that they hope will reduce delays on Suffolk’s roads caused by roadworks.

The introduction of a roadworks permit scheme for the county’s roads will give Suffolk County Council’s Network Assurance Team enhanced powers to place conditions on work carried out by utility companies and other organisations, including Suffolk Highways.

At present, public utilities simply need to inform Suffolk County Council of the dates when they are planning to do their works. Under a permit scheme, they would have to ask for permission and the council can either approve, refuse or amend their request as they see fit.

Applicants would also have to pay a fee when applying for a permit to do roadworks. The cost will vary depending on the duration of the proposed work, the strategic importance of the affected road, and the time

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of day the work is due to take place. If roadworks occur outside of the peak congestion periods, the fee could be reduced.

The permit scheme is used successfully elsewhere in the country and there is typically a reduction in congestion on the network.

**Councillor Andrew Reid, Suffolk County Council’s Cabinet Member for Highways, Transport and Rural Affairs, said:**

“A permit scheme will provide more power to control proposed roadworks. It places responsibility on the applicant to better plan their work. I hope a permit scheme could reduce the impact of that work on the road network and our residents.

“A permit scheme should result in less disruption and less time that vehicles spend in traffic/delays. Consequently, there should also be a reduction in fuel consumption and greenhouse gas emissions.

“According to the Department for Transport, other counties that have run a permit scheme have seen a reduction in disruption and so we will endeavour to ensure those who live, work and visit our county also benefit.”

There will be a cost to the local authority to administer the permit scheme because they will need to recruit additional staff and amend existing software to cater for permits. However, the costs associated with the additional work involved will be recovered through the fee income associated with the scheme, making it cost neutral.

The permit scheme will be in place from 1 April 2020.

### **Don’t let your waste be fly tipped**

Suffolk residents are being urged to dispose of their waste safely to protect the countryside as part of a new fly-tipping campaign.

Last year in Suffolk, there were 3,496 incidents of fly-tipping reported to councils, which costs taxpayers and landowners hundreds of thousands of pounds to clear. Incidents ranged in size from a few bags of household waste left on street corners, up to tipper loads of industrial waste discarded in Suffolk’s countryside.

The SCRAP fly-tipping campaign is aimed at residents and businesses whose waste is sometimes fly-tipped by unlicensed operators. It aims to remind people that they should only allow licensed waste carriers to take waste away for them.

The fly-tipping campaign brings together all of Suffolk’s councils, along with the Environment Agency, Suffolk Constabulary, the Forestry Commission, the Broads Authority and rural business groups the National Farmers’ Union (NFU) and the Country Land and Business Association (CLA).

Peter Stevens, chair of the Suffolk Waste Partnership, said: “Fly-tipping is a blight on our local environment; a source of pollution; a potential danger to public health and a hazard to wildlife. This campaign will help us to inform householders and others about their duty of care to prevent waste ending up in the wrong place.”

Paul West, cabinet member for waste at Suffolk County Council said: “This campaign will raise awareness of the simple steps that members of the public can take to ensure their waste doesn’t end up dumped in the corner of a field or on a roadside verge.

“We look forward to working with our partners to tackle fly-tipping.”

The Suffolk Waste Partnership says people can avoid an unlimited fine by following the SCRAP code:

- Suspect ALL waste carriers.

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- Check with the Environment Agency on 03708 506 506, or on their website, that the provider taking your waste away is licensed.
- Refuse unexpected offers to have waste taken away.
- Ask what will happen to your waste.
- Paperwork should be obtained – get a full receipt.

For more information about fly-tipping and legal ways to get rid of unwanted items, please see [www.suffolkrecycling.org.uk/fly-tipping](http://www.suffolkrecycling.org.uk/fly-tipping)

### **Bury St Edmunds set for £150,000 worth of improvements to Angel Hill**

Suffolk Highways plans to repair areas of blockwork, and improve two existing crossing points, on Angel Hill and Crown Street in Bury St Edmunds. While onsite, teams will also be upgrading and reprogramming the traffic signals on Northgate Street junction.

The £150,000 project is due to take place between 17 February and 27 March 2020.

Suffolk Highways has worked in collaboration with Bury St Edmunds Town Council and West Suffolk Council to agree suitable construction methods and timeframes. Businesses have also been engaged with to address their concerns and ensure the works cause minimal disruption to trade.

The works will require Angel Hill and Crown Street to be closed in two phases.

- **Phase 1 – Honey Hill to Northgate Street:** Vehicles travelling from Crown Street will be provided access to Churchgate Street and Angel Hill. Vehicles entering Angel Hill via Abbeygate Street may turn left and proceed via Northgate or Eastgate Street. Pedestrian access will be maintained at all times.
- **Phase 2 – Churchgate Street to The Athenaeum:** Vehicles travelling from Northgate or Eastgate Street can access Angel Hill. Vehicles travelling from Crown Street can access Churchgate Street. Pedestrian access will be maintained at all times.

In an attempt to alleviate parking issues for Zone D permit holders, West Suffolk Council has agreed to allow them to make use of Ram Meadow car park, free of charge.

Whilst Suffolk Highways currently is unable to provide an exact date on which the road closure setup will switch from Phase 1 to Phase 2, both key stakeholders and residents of Angel Hill and Crown Street will be updated once works have commenced onsite.

### **Councillor Andrew Reid, Cabinet Member for Highways, Transport and Rural Affairs said:**

“I am delighted that the longstanding road surface issues on Angel Hill and Crown Street in Bury St Edmunds are soon to be addressed by Suffolk Highways. A lot of planning and collaborative work has taken place to ensure disruption to local residents is kept to a minimum while this maintenance is carried out.”

“While Suffolk Highways understand that there is never a good time to close roads as important as Angel Hill and Crown Street, we hope that both residents and visitors of Bury St. Edmunds will appreciate and benefit from the improved road surface in the future.”

### **New recycling centre opens in Bury St Edmunds**

The £3.9million flagship site in Fornham Road, Bury St Edmunds, opened on 16 January and replaces the now closed recycling centre at Rougham Hill.

The new recycling centre is part of the West Suffolk Operational Hub, a £23million project by West Suffolk Council and Suffolk County Council to manage waste by relocating a number of facilities to a single site.

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The centre is the first open air site in Suffolk where all containers can be accessed by the public from ground level, removing the need for steps. Visitors are able to recycle the same wide range of materials as they did at the Rougham Hill recycling centre.

There is also an onsite Reuse shop selling items either reclaimed from the skips or donated directly by the public, with proceeds going to the Benjamin Foundation.

**Paul West, Cabinet Member for Waste at Suffolk County Council, said:**

“This new flagship site will be a significant asset to people in west Suffolk.

“It is purpose-built to enable the growing communities of west Suffolk to recycle and reuse their rubbish safely and efficiently. And, as all the containers are now on one level, there are no steps to contend with. It is also a safer site with lorries emptying containers in a totally separate area.”

**Suffolk to host final stage of The Women’s Tour in 2020**

The world’s top cyclists will return to Suffolk this June as the county hosts the final stage of The Women’s Tour on Saturday 13 June.

It will be the first time since 2014 that Suffolk has hosted the final stage of The Women’s Tour, with riders tackling a route from Haverhill to Felixstowe.

To mark the announcement, organisers joined Suffolk partners at the Port of Felixstowe, the UK’s biggest and busiest container port, and one of the largest in Europe, which will feature in the closing kilometres of the 2020 race.

**Clemence Cheng, CEO of Hutchison Ports (UK) Limited and the Port of Felixstowe said:**

“We are delighted to be working with the organisers to bring the 2020 Women’s Tour to the Port of Felixstowe. We are working hard to attract more women into our industry, and we hope that hosting the country’s leading cycling event for women here will help more people to realise the opportunities that exist in our sector.”

The news comes as organisers SweetSpot announced the first details of the seventh edition of The Women’s Tour, which will take place from Monday 8 to Saturday 13 June 2020, and is the UK’s only round of the UCI Women’s WorldTour in 2020.

**Councillor James Reeder, Suffolk County Council Cabinet Member for Public Health and Prevention said:**

“The Women’s Tour has become a staple of our sporting calendar, here in Suffolk. This is the sixth time in the last seven years that we have hosted the race, and we are very excited that this year we will host the finishing stage of this prestigious international sporting event.

“I have seen first-hand how The Women’s Tour and events like it inspire people to get involved in cycling events, such as Women on Wheels, and the wide array of activities the county has to offer.

“The Women’s Tour is always a much-celebrated event and I look forward to welcoming the tour back to Suffolk.”

Since 2014, The Women’s Tour has covered more than 560 kilometres of racing in Suffolk, with the county hosting the opening stage of the race in 2015, 2016, 2018 and 2019, as well as the final stage of the first edition in 2014.

The six stages during that period (in 2014 two stages of the race visited Suffolk) have seen over 250,000 spectators cheer on the riders at the roadside in the county, with a net economic impact since 2014 of in excess of £5.3 million for the Suffolk economy.

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This will be the first time that Haverhill has hosted The Women's Tour, while Felixstowe last hosted the race in 2014, when Stage Three began in the East Suffolk town. In addition to Suffolk County Council and East Suffolk Council, the stage is also supported by local sponsors Palmer Group and Vertas Group, and West Suffolk Council and Babergh & Mid Suffolk Council.

More details of the 2020 Women's Tour route will be announced in the coming weeks, as well as further information about the route of the Suffolk stage of the race.

### **Date agreed for plans to tackle Suffolk's parking problems**

Councils in Suffolk are ramping up activity in order to take on responsibility for local parking management from 6 April 2020.

Parking patrols in Suffolk will soon be managed by district and borough councils, in a bid to improve parking locally and drive down nuisance and unlawful parking in towns and villages across Suffolk.

Traditionally, roadside parking offences were a matter for the Police. However, parking has become a lower priority for them, so Suffolk County Council is transferring this responsibility to local district and borough councils under a process known as civil parking enforcement, or CPE.

Councils already manage public car parks in many towns and villages, so the changes make sense. Suffolk Constabulary is supportive of the move because the transfer of responsibilities will enable them to spend additional time on keeping communities safe and arresting and bringing offenders to justice.

Moving the responsibility from the police to local councils requires that statutory notice is given in Parliament. The parliamentary order was laid on 9 January 2020.

CPE has been running successfully in Ipswich since 2005. Both Ipswich Borough Council and all the district councils have been working collaboratively with Police and Suffolk County Council in the planning stages to ensure a smooth implementation county-wide.

### **Councillor Andrew Reid, Suffolk County Council's Cabinet Member for Highways, Transport and Rural Affairs, said:**

"Civil parking enforcement powers will soon sit with our district and borough councils across Suffolk. It is essential in enabling our communities to have closer management of their local parking challenges.

"A lot of residents come to us with concerns that people parking in their towns and villages are becoming more inconsiderate, and something needs to be done about it. We agree, and as a result are committed to seeing these parking issues managed locally to ensure fair and safe parking for all.

"I very much welcome the cross-council collaborative working in order to deliver better parking for residents and those visiting Suffolk. Our colleagues will continue working together to ensure CPE is successfully launched and I look forward to seeing the benefits locally that these changes will bring."

### **Help us review countywide Children's Centre services to expand the offer for families and children aged 0 to 19**

On 10 January, Suffolk County Council launched a review of its Children's Centre service, with a view to strengthening its current family offer and expanding services.

There will be no reduction in service budget as a result of this review. In fact, any savings made through the process, such as on existing building costs, will be re-invested back into the 0-19 service to strengthen the current offer to families and to help develop future provision for young people and their families across Suffolk. It is important to note that this also means there will be no staff redundancies as part of this review.

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The consultation will run for seven weeks until 5pm on Sunday 1 March 2020. Details of the process, all supporting information and the consultation questionnaire can be found on the council's website at [www.suffolk.gov.uk/ccconsultation](http://www.suffolk.gov.uk/ccconsultation).

Anyone who does not have internet access can complete the online questionnaire at their local library for free or request a hard copy or easy read version of the questionnaire by calling 0345 603 1842.

An extensive period of research and evaluation into current service provision was undertaken ahead of developing the proposal. This involved local analysis of each centre to understand how many local families have access to the site, who uses it, and how far it is from other community facilities that deliver family services, including local libraries.

As a result of this research, a proposal has been developed, which suggests the following approach:

- Develop 16 full-time Family Hubs.
- Develop 11 part-time Family Hubs.
- Re-purpose nine sites that do not offer suitable accommodation for a Family Hub or are in an area where there are not enough nursery places. The sites will be re-purposed for nursery provision or school provision.
- Increase the existing Outreach service across Suffolk
- Close two buildings that cannot be re-purposed as a Family Hub and are unsuitable for use as nursery or school provision.
- Retain and improve the existing service offer through Suffolk Libraries.

#### What is a Family Hub?

Family Hubs will be at the heart of the service going forward and will provide the location from where services are delivered and coordinated. The proposal is to have at least one main Family Hub in each area of Suffolk and provide services from other community sites closer to families. A Family Hub offers a range of services to families for all children and young people aged 0-19 and carers, with a particular focus on supporting the most vulnerable.

Part-time Family Hubs will be smaller sites incorporating a number of services e.g. Midwifery, Speech and Language, Child Health Clinics, and group work delivered by the council or its partners. Part-time Family Hubs allow staff to provide Outreach services at other venues in nearby rural communities. When the part-time Family Hub is not in use by Family Hub staff, the building can be used by partners to maximise usage.

#### What is Outreach?

One way to support the most vulnerable families is by bringing services closer to them through Outreach. Outreach refers to services that the council can deliver on a mobile basis, in locations where they are needed. This will support existing community activities such as parent and toddler groups and use some of the community venues such as community centres, village halls, and sports centres to deliver Outreach services.

Working with the community ensures delivery of the right services for families. This could be providing a Stay and Play group or offering tailored individual family support. Outreach provides help, information, advice and guidance to isolated families who, without it, might not otherwise have access to such services.

#### What is meant by Re-purposing?

Some existing Children's Centre buildings have been identified as potential sites to support the delivery of much needed additional nursery and school provision. These sites would be re-designated from their current use and provide primarily nursery services in addition to some Outreach services for families.

Underpinning the review is the fact that no savings are being made as result of adopting this approach. Any potential savings made through re-purposing or closing current sites will be reinvested into the service to support the additional Outreach offer and support services managed through Family Hubs.

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**Suffolk County Council’s Cabinet Member for Children’s Services, Education and Skills, Councillor Mary Evans said:**

“I want to make it very clear that this review is all about improving our current and future offer for the most vulnerable families and communities in Suffolk who need access to such services, including Early Years.

“I encourage everyone to take part and offer your valued opinion and ideas as part of the process, particularly if you and your family currently access the range of services we provide or might look to use them in the future.”

**Suffolk’s Anglo-Saxon past to be revealed with £500,000 National Lottery grant for community archaeology project**

On 9 January, it was reported that a National Lottery Heritage Fund grant has been awarded to Suffolk County Council Archaeological Service (SCCAS).

The grant is to fund a large, community archaeological project to uncover the hidden archaeology in the Deben valley in south-east Suffolk.

Rendlesham Revealed: Anglo-Saxon Life in South-East Suffolk will connect the unique stories of the princely burials of Sutton Hoo and the site of the royal palace at Rendlesham. This will put them into the context of the wider Anglo-Saxon communities and landscapes of which they were part.

Made possible by money raised by National Lottery players, the £517,300 grant will unlock at least a further £200,000 in match funding from local and national partners, universities and volunteers. This match funding includes smaller cash grants generously given by the Institute of Archaeology at University College London, the Suffolk Institute of Archaeology and History, The Sutton Hoo Society and Council of British Archaeology East. This project has also been made possible by the kind support of local landowners.

Local people will be a vital part of this four-year community archaeology project. SCCAS and their partners will directly engage local residents, schools, young people and volunteers from south-east Suffolk and Ipswich.

Supported through The National Lottery Heritage Fund, there will be a range of opportunities for local people to volunteer and be trained in on-site archaeological survey and excavation, as well as taking part in hands-on experimental archaeology events, specialist and family workshops, guided walks and exhibitions. These activities will take place in south-east Suffolk and Ipswich from summer 2020-2023.

**Councillor Richard Rout, Suffolk County Council Cabinet Member for Environment and Public Protection, said:**

“This is excellent news and I am thrilled that the National Lottery Heritage Fund has chosen to support Rendlesham Revealed. It is an exciting opportunity to work with new partners and to bring professionals and communities together. This project will leave a lasting legacy for heritage and the people of Suffolk and will boost the profile of our county.”

Events, workshops and volunteer opportunities will be widely advertised, follow @SCCArchaeology on **Twitter**, **Instagram** and @SCCArchaeologicalService on **Facebook** to keep up-to-date.

**Popular Most Active County initiatives inspire Suffolk residents to get active and change their lives**

The Great East Swim and Run programmes have been inspiring Suffolk residents to get active for the last eight years.

The programmes offer an opportunity for individuals who are not currently physically active to take part in a progressive programme of training and support, with the goal of taking part in the Great East Swim or Great East Run.

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More than 470 individuals looking to make a positive change to their health and wellbeing have taken part in the programmes to date, with more than 85% completing the full 12 and 16-week programmes, respectively. Participants have cited that, as well as weight loss and more energy, they felt a boost in confidence, improved self-esteem, and a real sense of pride and achievement through completing the programme. On average, more than 70% of participants who were inactive when they registered for the programme, continue to be regularly active three months after completing the course.

The programmes are suitable for all ages, with participants from 18 to 80+ taking part in previous years. Nearly 6,000 participants took part in the main Great East Swim and the Great East Run events last year, many of whom were Suffolk residents. Entries are now open for the 2020 events.

**Councillor James Reeder, Cabinet Member for Public Health and Prevention, said:**

“I have seen first-hand the impact this programme can have on individuals who sign up and it is inspiring to see them complete the challenge of the Great East Swim or the Great East Run. The testimonials from those who have taken part over the last 8 years just go to show that these programmes are making a real difference to the lives of participants”.

This year’s Great East Swim outreach programme will take place at Crown Pools in Ipswich and Bury St Edmunds Leisure Centre, between March and June, culminating on Saturday 20 June at the Great East Swim at Alton Water reservoir near Ipswich.

The 2020 programme is delivered by Suffolk County Council in partnership with Ipswich Borough Council, Abbeycroft Leisure Trust, Active Suffolk and Allied Health professionals.

Individuals who sign up for the programme will receive an extensive package of support, which aims to provide them with the confidence, stamina and self-belief to complete their personal challenge and become active for life.

96 places are available for the programme and entries opened on 6 January. To apply for a place, visit [www.activesuffolk.org/greateastswim](http://www.activesuffolk.org/greateastswim) and complete the registration form.

If you are interested in taking part in the training for the Great East Swim 2020 but would like further information, please contact Carol Lukins, Programme Coordinator on 07955 735514 or at [carol.lukins@suffolk.gov.uk](mailto:carol.lukins@suffolk.gov.uk).

Entries for the Great East Run programme will open in March 2020.

**Attachment to item 5.2  
West Suffolk Councillor’s report March 2020**

- 1. Christmas Fayre:** Bury St Edmunds Christmas Fayre won the National Award for the best speciality market awarded by the NABMA.
- 2. Mildenhall Hub:** The Secretary of State Mathew Hancock M.P. joined West Suffolk Council and other partners for a topping out and tree planting ceremony at the Mildenhall Hub. The hub will include a new school, leisure facilities, health centre, library and children’s centre along with space for other agencies.
- 3. No idling campaign:** In order to improve air quality around schools and reduce emissions, children have been taking part in a campaign aimed at requiring parents to turn off car engines while waiting for their children to come out of school.
- 4. Parking:** The council is introducing a free from 3 scheme for parking in Newmarket on Monday afternoons. The schemes in Haverhill and Bury St Edmunds will continue.
- 5. Coronavirus:** The council continues to follow Government guidelines and all the latest information can be found on the NHS website. If feeling unwell with dry cough and temperature do not go to your doctor but ring 111.

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6. **Great British Clean Up.** This annual event takes place from 20<sup>th</sup> March to 13<sup>th</sup> April. Equipment can be arranged via [customerservice@westsuffolk.gov.uk](mailto:customerservice@westsuffolk.gov.uk) or telephone 01284763233
7. **Developer prosecution:** A housing developer was fined £15,000 at Ipswich crown court for unlawfully removing a hedgerow adjacent to their development.
8. **Rough Sleeping:** The council rough sleeping team continue to make good progress with these challenging clients and the latest figures are down to 6 rough sleepers across West Suffolk. Government have confirmed a grant of in excess of £400,000 to enable us to continue this work.
9. **Oakage:** Planning application refused at appeal.
10. **Locality budget:** Pleased to be able to support your request for funding for the community apple press.

**Attachment to item 5.3 Bradfield St George Village Hall Committee  
11 March 2020**

**Village Hall Chairperson's Report to the Parish Council**

There was no Bradfield Night in January and the first of the year in February saw a modest number of people attend and fewer than usual meals were served. However, those people that were there had an enjoyable evening.

The monthly quizzes resumed in February but despite poor attendance, there being only 3 teams, a good time was had by those that were there.

The next event was the March Bradfield Night. This saw very good attendance with 46 main courses, 35 puddings and 1 free child's meal meals being served. There was a very good atmosphere, and everyone seemed to be enjoying the evening. There were some faces that had not been seen before or for a long time. Long may it continue. Bar sales were steady, and the barrel was soon emptied.

It has been decided to change from monthly quiz nights (even though they are on the year's events flyer) due to dwindling attendances. March and April's have been cancelled and in May we plan to re-launch with an outside quiz master, hot food, cash prize and teams of up to 6. Entry will be £5 a head.

Routine maintenance continues as necessary and the hall is used regularly by groups in the village and for some private functions.

We are currently looking at hand dryers for the toilets and to re place the lighting with more up to date and therefore more ecologically friendly versions. We are hoping to secure some grant aid for this if possible.

**Attachment to item 7.2**

**BRADFIELD ST GEORGE PARISH COUNCIL**

**INTERNAL CONTROL STATEMENT FOR YEAR ENDING 31 MARCH 2020**

**1. SCOPE OF RESPONSIBILITY**

Bradfield St George Parish Council is responsible for ensuring that its business is conducted in accordance with the law and proper standards, and that public money is safeguarded and properly accounted for, and used economically, efficiently and effectively.

The council is responsible for ensuring that there is a sound system of internal control which facilitates the effective exercise of the Council's functions and which includes arrangements for the management of risk.

**2. THE PURPOSE OF THE SYSTEM OF INTERNAL CONTROL**

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives; it can, therefore, only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an on-going process designed to identify and prioritise the risks to the achievement of the Council's policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically.

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### 3. THE INTERNAL CONTROL ENVIRONMENT

#### **The Council:**

The council reviews its obligations and objectives and approves budgets for the following year at its November meeting and also approves the level of precept for the following financial year.

A Councillor is asked to check bank statements at each meeting against the bank reconciliation.

The full council meets 6 times each year and monitors progress against its aims and objectives at each meeting by receiving relevant reports from the parish clerk.

The council has now resolved to carry out regular reviews of its internal controls, systems and procedures using the attached Report.

#### **Clerk to the Council:**

The Council has appointed a Clerk to the Council who acts as the Council's advisor and administrator. The Clerk is the Council's Responsible Financial Officer and is responsible for administering the Council's finances. The Clerk is responsible for advising on the day to day compliance with laws and regulations that the Council is subject to and for managing risks. The Clerk also provides advice to help the Council ensure that its procedures, control systems and policies are adhered to.

#### **Payments:**

All payments are reported to the council for approval. Two members of the council must sign every cheque or order for payment. The signatories should consider each payment against the relevant invoice, sign the invoice and initial the cheque counterfoil. All authorised cheque signatories are members of the Council.

#### **Income:**

All income is received and banked in the council's name in a timely manner and reported to the council.

#### **Risk Assessments/Risk Management:**

The council reviews its risk assessment annually in March, and regularly reviews its systems and controls.

#### **Internal Audit:**

The council appoints an independent and competent internal auditor who reports to the council on an annual basis on the adequacy of it's:

- Records
- Procedures
- Systems
- Internal control
- Regulations
- Risk management

#### **External Audit:**

The council's external auditors, submit an annual certificate of audit which is presented to the Council.

### 4. REVIEW OF EFFECTIVENESS

The council has responsibility for conducting an annual review of the effectiveness of the system of internal control, which should include a review of the effectiveness of internal audit. The results of that review must be considered by the Council, which should also approve the Statement of Internal Control.

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