



Lakenheath Parish Council

The Parish Office

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MINUTES

of the MEETING OF LAKENHEATH PARISH COUNCIL held at the METHODIST CHAPEL, BACK STREET, LAKENHEATH ON MONDAY 5th SEPTEMBER 2022

Present:

Cllr G Kelly (Chairman)

Cllr J Hastings (Vice Chairman)

Cllr J Cahill

Cllr I Frost

Cllr J Gentle

Cllr A Gyte

Cllr P Gyte

Cllr E Morley

Cllr R Norman

Cllr W Overy

Cllr S Palmer

In attendance: D\Cllr S Frost, N Glading, parish clerk, and six members of the public

2022/102	The Chairman welcomed all to the meeting. Apologies had been received from C/Cllr C Noble and Sqn Ldr Geary	
2022/103	Declarations of Interest: no change	
2022/104	Representations from Members of the Public (limit of 3 minutes each speaker) (i) A resident saw on Spring watch that new build could be fitted with a Swift brick (side wall of house) to encourage nesting. He asks that LPC endorses this with the developers (ii) A member of the Lakenheath Heritage group told the meeting that in addition to finding out what has happened to the Heritage trail booklets, he had met with Sarah Austin, the SCC senior officer for outdoor spaces (she has taken over from John Smithson). Ms Austin is now the only full time officer covering West Suffolk, including the Maids Cross SSSI, i.e., Site of Special Scientific Interest. The group may have to apply for planning permission all over again. West Suffolk Council have given notice of their intention to step back, and Elveden Estates will assume the duties associated with the land. Q: Who owns/ manages the area right at the foot of Maids Cross (left hand side as you face the gate)? A: Chairman thought that this is owned by West Suffolk District Council. That land has always been treated as part of Maids Cross.	
2022/105	Sedge Fen Village Hall: Mrs Wendy Barnes spoke about plans and progress for a new community facility at Sedge Fen Mrs Barnes told the meeting that there is no personal individual interest, no business envisaged and no money to be gained personally	

	<p>The American Baptist Church had been in situ for some time, but it has been subsiding: the Pastor at the time did what he could in terms of fundraising for repairs. The money raised was used to build the School Building, or what we call the Village Hall.</p> <p>In 2019 the owners, the Baptist Church, closed their doors. At the time there was £3k in the bank. The Baptists Managing Committee explained to Mrs Barnes that they were all leaving. The Baptists wanted to give to Mrs Barnes, who refused to become the owner. Covid then interrupted proceedings. The religious group drew up an agreement for the buildings and land to be used as a community facility and put further arrangements in the hands of Mrs Barnes.</p> <p>UK Power Networks deemed the structure unsafe so the power and water to the redundant Church and the Village Hall were disconnected. No money was transferred to us. The Baptist Church paid UK Power Net directly.</p> <p>Debts had been incurred (primarily back Council Tax) on the Church building. The Baptist group had obtained a quote for demolition which was about £25k/ 30k: no funds were available to meet this cost.</p> <p>Mrs Barnes consulted a solicitor and found that debt liability would attach to the property.</p> <p>No caravan site, no houses are planned, the group want to put a park on the site, once it is cleared</p> <p>Mrs Barnes had found a volunteer to demolish it free of charge.</p>	
	<p>Mrs Barnes will commence action to set up a committee to manage the facility and is looking at achieving charitable status. A draft Constitution, booking forms and initial publicity have been drawn up: copies of which were available at the meeting. The recent very dry weather had compounded the instability of the Church building, increasing the potential hazard of injury to any visitors/children playing around the building.</p> <p>A Sedge Fen open day had been held and people donated or took what they wanted. Religious equipment such as Bibles, and chairs were donated to Kenny Hill Baptist Church.</p> <p>The land needs to be cleared further as preparation for the park area.</p> <p>The power needs to go back on, so the defibrillator can be re-instated. There is another defibrillator in Sedge Fen situated on private property which is not open 24 hours.</p> <p>A Notice of demolition was not issued</p> <p>Q: are WSDC aware of your intentions? A: Have spoken to the relevant departments over the years, particularly around Council Tax rating, Building Control Planning. I have confirmed to the District Council that only development would be for green space.</p> <p>Q: Will the outstanding council tax debts carry over to the group? A: No, the liability for those debts is down to the Church</p> <p>Q: There have been some communication issues along the way: looking forward, the project will need funding, have you an idea of where you will be with that? A: Yes once the committee is set up and in place we will look at funding opportunities. The £3k that the Baptists had has been transferred over, out of this UKPN has been paid for the disconnect. The committee will need to apply for</p>	

	<p>'change of use', and an assessment of optimum numbers, insurance. Mrs Barnes has found volunteers to help with water and power reconnection.</p> <p>Q: What you are doing is commendable but does getting things done for free by volunteers mean there will be long delay?. Suggest that the group put an article/update in Lakenheath Times so everyone is kept up to date</p> <p>A: We did have open day attended by around 95% of residents who saw the cracks/subsidence. We were beholden to the Baptists and could only share what they authorised us to at the time. We will undertake to regularly inform the community of project progress via Lakenheath Times.</p> <p>Mrs Barnes is speaking to people in village who have the experience/ knowledge to help the project. She has paid for some things herself. Mrs Barnes reminded the meeting that she is leading the project to give young people something to do in the future and provide a venue for village groups.</p> <p>The clerk had distributed copies of the draft Constitution, Booking forms and publicity.</p> <p>The Chairman thanked Mrs Barnes for informing the meeting about the Sedge Fen Village Hall project.</p> <p><i>Mrs Barnes left the meeting</i></p>	
2022/106	To receive Reports & Questions	
a.	<u>Update from Lakenheath RAF representative L: Sqn. Ldr. S Geary</u> had sent apologies	
b.	<u>Update from West Suffolk District Councillor: D/Cllr S Frost</u> reported that August was a quiet month with no meetings. Some road signs need clearing, Cllr Frost will inform Cllr Noble as this is a County issue WSDC Enforcement officers had visited a site in Lakenheath and letters were sent	
c.	<u>Update from Suffolk County Councillor: C/Cllr C Noble</u> had sent apologies	
2022/107	Minutes of the Meetings held on 1st August 2022	
a.	The minutes of the meetings held on 1 st August 2022 were unanimously AGREED	
2022/108	Financial Matters	
a.	The Financial Report from Mrs C Shimmon, RFO was RECEIVED . It was RESOLVED to AGREE the September accounts.	Appendix A
b.	The Councillors AGREED to pay the Zurich insurance renewal (year two of a five-year Long-Term Undertaking which had been accepted in 2021)	
c.	The letter from HRH Queen Elizabeth II thanking the Council for their good wishes on the occasion of her recent Jubilee and the copy of Lakenheath Times was NOTED , to be framed and displayed in the parish office. The letters of thanks for donations from Suffolk Accident & Rescue Service, and from the Lakenheath Good Neighbour Scheme were NOTED	
d.	A monetary limit for the LPC Grant Application form was considered. It was RESOLVED to limit each individual grant to £250 unless there are exceptional circumstances.	
e.	It was unanimously AGREED not to opt out of the SAAA central auditor agreement	

2022/109	Report from Lakenheath Planning Committee	
a.	The Report from the Planning Committee meeting held on 17 th August 2022 was RECEIVED and NOTED	Appendix B
2022/110	Reports	
a.	<p>(i) <u>Neighbourhood Planning Group including High Street Regeneration Scheme</u> - Cllr G Kelly reported that, within next few days, we will start writing the plan for high street regeneration- SCC highways to come back to us</p> <p>(ii) <u>Business Forum</u> - Cllr W Overy told the meeting that another farmers market is coming on 25th September, she has offered her support</p> <p>(iii) <u>Environmental update</u> - Cllr J Cahill told the meeting that the litter pick would take place on 17th September 2022 at Wings Road car park. Cllr Cahill has been in touch with the Lakenheath In Bloom group, there are plans to plant up the Village sign triangle with spring bulbs. Need compost, bulbs etc. A cost analysis was distributed (see Appendix C). Cllr Cahill has had a conversation about the derelict site opposite Church. There is strong possibility the site could contain some archaeological interest, marking it as of special interest. Speaking to the SCC archaeological officer. Cllr Cahill has had an email and trees are being delivered from the Woodland Trust in October. Cllr Cahill had heard that USAF gave funding to a similar project locally and she will chase</p> <p>(iv) <u>Speed-watch Group</u> - Cllr P Gyte reported that the Speedwatch team had been out 5 times recently (56 hours) 50 registrations were reported to Community Speedwatch. Maximum speed caught by the team was 52 mph, at Station Road. Cllr Gyte is looking into the provision of CCTV from West Suffolk Council. The contact is Luke Porter. The camera is to be positioned near the post office/ zebra crossing, primarily to monitor parking. A deployable camera would initially be in situ for three months at a cost of £1,150. It will be linked to the West Suffolk Control room and monitored every hour. Traffic enforcement officers will then be informed and despatched. Luke Porter will seek permission from SCC to site the camera. Parking on a zebra crossing or zig zags is a Police issue. Fixed Penalty Notices are issued by West Suffolk Council. People are far more likely to think twice about parking when a camera is in situ. Parking and speeding were both flagged up as important issues by the community in the Neighbourhood Plan.</p> <p>It was unanimously AGREED to trial the provision of a CCTV camera at a cost of £1,150</p> <p>The clerk and Cllr Gyte have been working with a knowledgeable Eriswell volunteer to resolve problems with SID data extraction Next meeting - SIDs and the extraction of data.</p> <p>(v) <u>Information for residents</u> (parish office signposting to advice and funding as required) Cllr J Hastings reported that an article had been published in Lakenheath Times, signposting to several sources of assistance</p>	Appendix C

	(vi) Update on Adult Gym equipment project - Cllr A Gyte reported that there had been a site visit with Fresh Air Fitness to assess the optimum location. 50% deposit has been paid. The facility will need permitted usage signage.	
2022/111	Matters relating to the Play Park	
a	<p>(i) The July 2022 inspection report from the Play Inspection Company was RECEIVED</p> <p>(ii) The report from the interim clerk. a summary of work identified as necessary by the play inspector was NOTED. Clerk has queried the tarmac issue with Tim McGhee, play inspector, awaiting response.</p> <p>(iii) The clerk and village keeper to assess what can be accomplished in house and report back. It was AGREED that expenditure to be limited to £500 to rectify the faults.</p>	Appendix D
2022/112	Matters relating to Streetlights and Street Furniture	
a.	<p>The SCC quotation to address the 'Red Defects' following a structural testing programme recently carried out by Mr Adrian Last was considered</p> <p>Unit 69 Barr Drive – For The Sum Of: £1,713.24 + VAT Unit 340 Avenue Rd – For The Sum Of; £1,021.46 + VAT Unit 274 North Rd – For The Sum Of; £1,713.24 + VAT Unit 278 North Rd – For The Sum Of; £1,713.24 + VAT Unit 264 Caudle Ave – For The Sum Of £1,713.24 + VAT</p> <p>The repairs were AGREED en bloc. Clerk to notify Suffolk County Council</p>	
b.	<p>Repair and upgrade of existing stock of streetlighting: update from Cllr I Frost:</p> <p>(i) Moving forward with repair and upgrading of existing stock of LPC streetlights to new LED officer units. Cllr I Frost has contacted Mel Garwood SCC, the lead at SCC) about wanting to come up with a plan, he has been put in touch with Adrian Last, to arrange a meeting to come up with a plan and timetable considering the huge amount of cost</p> <p>(ii) To consider the ways in which the project could be funded: next meeting</p> <p>(iii) To consider a reasonable and appropriate timeline and order of work: next meeting</p>	
c.	Update on SID repair (clerk) (Cllr P Gyte): covered previously	
d.	Damage to assets; update from clerk thought not to belong to LPC	
2022/113	Matters relating to Lakenheath Cemetery	
a.	<p>Cemetery Report (Cemetery Committee)</p> <p>Cllr Frost reported that the grass is neat and tidy. There is soap in the dispensers, hand towels etc. available. The hedges are tidy although there are some gaps. The mound is still there.</p>	
b.	<u>Removal of the mound</u> in the cemetery: clerk to chase the approved contractor	
c.	<p><u>Deep clean and sealing of the Chapel floor</u></p> <p>The quotation of £ 230.00 from Sunrise Cleaning was unanimously AGREED. Clerk to progress</p>	Appendix E

d.	<u>Repair to the window</u> at the Chapel toilets: clerk was informed that the contractor has been in hospital and the work will be delayed	
2022/114	Grant Requests	
a.	There were no grant requests	
2022/115	Items from last meeting	
a.	(i) <u>Lakenheath Times</u> : update from the working party: Cllr W Overy reported that the group has come up with action plan. The collection of the Lakenheath Times by those distributors willing to come to the parish office went very well, and numbers are being checked. Cllr P Gyte has emailed County Graphics about a possible format and design rethink. It was suggested that residents are asked for their ideas. It was further suggested that Lakenheath join forces with neighbouring Villages, allocating specific pages Advertising costs to be considered. Clerk to remind councillors that the deadline for Lakenheath Times is 10 th of the month.	
b.	The Report from the clerk on Registering assets of community value was RECEIVED	
c.	It was NOTED that the Freedom of Lakenheath presentation to Cllr Morley will now take place at the 3 rd October 2022 Parish Council meeting, immediately prior to the meeting	
2022/116	Items for Future Meetings	
a.	(i) Planning for Christmas in Lakenheath 2022 (Cllrs Hastings P Gyte, Overy) to hold an initial planning meeting, and report back to the next meeting. (ii) The Village Hall needs funding. Cllr Norman went to a village hall meeting. The British Legion site may be sold. The managers of the Village Hall are looking into a warmth hub project - to go along for a cup of tea and company. Cllr Norman will organise a funding application to LPC.	
2022/117	Such other business which, in the opinion of the Chairman, should be considered as a matter of urgency NOTED: Email re library opening hours change (sent to cllrs 31.08.2022) Brandon and Lakenheath are consulting over the change of hours: 10% of stakeholders need to be in favour. Cllr Morley told the meeting that LPC are a forward thinking council and have helped out with the precept.	
2202/118	Council excluded the public for the following agenda items due to the confidential nature of the items	

Meeting closed 9.10pm

Appendix A

LAKENHEATH PARISH COUNCIL RESPONSIBLE FINANCIAL OFFICER REPORT SEPTEMBER 2022

1. Please find bank reconciliation for month end 31st July 2022 attached.
2. Please find a summary of payments, for authorisation attached. The bank signatories are now updated. Please could Cllrs Kelly and Frost authorise the online payments. I will drop the invoices and cheques off for signing.
3. **Option to opt out of the SAAA central external auditor appointment arrangements**
Please find correspondence regarding the option to opt-out attached. Lakenheath Parish Council have historically used the external auditor set by the Smaller Authorities' Audit Appointment Authority and I cannot see any reason to change at this time. I recommend NOT to opt-out.

Clare Shimmer

Interim Responsible Financial Officer

Lakenheath Parish Council

Bank Reconciliation 31st July 2022

Balance at 30.06.2022	£352,772.61
Uncleared payments from previous period	£806.76
	£351,965.85
Income	£7,221.12
	£359,186.97
Less Expenditure (Chqs, Online Pmts + D/Ds)	£8,766.55
	£350,420.42

Represented by:
Balance in Current
Account

£14,761.45

Balance in Lloyds Bank Deposit Account	£100,945.88
Balance in Unity Trust Bank Deposit Account	£75,885.61
Balance in Nationwide Deposit Account	£64,123.56
Balance in Cambridge Building Society	£80,408.50
Balance in Lloyds Bank Deposit Account - Speedwatch	£95.41
Balance in Lloyds Bank Deposit Account - NP	£14,985.00
	£351,205.41
Less Payments not Presented	
HMRC	£584.99
Cheque 003976	£200.00
	£784.99
	£350,420.42

LAKENHEATH PARISH COUNCIL				5th September 2022	
Date	Chq No.	Payee	Description of Supply	Amount	
05.08.2022	D/D	British Gas	Electricity - Public Conveniences	£36.36	
15.08.2022	D/D	EDF Energy	Electricity - Cemetery Chapel	£21.00	
25.08.2022	Online	Staff	August Staff Costs	£3,713.25	
02.09.2022	D/D	John Deere Bank	Vehicle Payment	£300.56	
09.09.2022	*	Online	Jane Rutterford	Opening & Closing Toilets	
09.09.2022	*	Online	BT Payment Services	Parish Office Telephone & Broadband	
09.09.2022	*	Online	BT Payment Services	Parish Office Mobile	
09.09.2022	*	Online	Michael Murfet	Cemetery Mole Catching	
09.09.2022	*	Online	Community Action Suffolk	Opening & Closing Toilets	
09.09.2022	*	Online	Zurich	Website Hosting	
09.09.2022	*	Online	DEG Plumbing & Heating	Annual Insurance	
09.09.2022	*	Online	County Graphics	Cemetery Cottage - Boiler Repairs	
09.09.2022	*	Online	Sunrise Cleaning	Lakenheath Times - July Edition	
09.09.2022	*	Online	Cllr G Kelly (reimbursement)	Cleaning Public Toilets - June & July	
09.09.2022	*	Online		Neighbourhood Planning - Lakenheath Fete	
Payments to be authorised/signed					
				Signed	
				Dated	

Appendix B

Lakenheath Planning Committee Meeting held on 17th August 2022

Present: Cllr W Overy (Chairman), Cllr J Cahill, Cllr A Gyte and N Glading, locum clerk

There were no members of the public present

1. Apologies and Declarations of Interest
Apologies were received from Cllr G Kelly
No declarations of interest received
2. Members of the public may speak about an item on the agenda (3 minutes limit)

No members of the public were present

3. The following planning applications were considered:

(i) **Application no: DC/22/1243/OUT** Officer Amey Yuill Direct Line: 01284 763233

Consultation Expiry: 17 August 2022 Parish Consultation Lakenheath Consultation on application received by West Suffolk Council Local Planning Authority

Proposal Outline planning application - (all matters reserved) a. two dwellings; b. two commercial units (following demolition of existing wood factory)

Location Dwelling 1 Aston Timber Products Sedge Fen Lakenheath Suffolk

Applicant Mr Brian Rutterford

<https://planning.westsuffolk.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=REWUISPDKGC00>

The planning officer had allowed an extension until 26 August 2022

DECISION: OBJECTION

- Design and materials of proposed dwellings were unspecified
- Access is confusing/ agree that there should be separate access for dwellings
- Increase in traffic generation
- Concern: will the noise levels of the surrounding industrial units affect the dwellings
- Past planning history

Planning officer informed 17th August 2022

(ii) **Application no: DC/22/1228/HH** Sent to planning committee members 02/08/2022 Received: 1st

August 2022 Consultation Expiry: 22 August 2022

Proposal Householder planning application –

a. single storey rear lean-to extension

b. replacement roof over existing adjacent structure

Location: Brewery House 1A Anchor Lane Lakenheath Suffolk IP27 9DP

Applicant Mr Terrance Missin

<https://planning.westsuffolk.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=REV2NXPDKEW00>

DECISION: SUPPORT

Planning officer informed 17th August 2022

(iii) **Noted: Application no: DC/22/0849/FUL**

Planning officer advises that this application has been made invalid following registration. Once the application is made valid again LPC will receive a re-consultation

(iv) **Application no: DC/22/1229/LB**

Sent to planning committee members 02/08/2022

Consultation Expiry: 23 August 2022

Proposal Application for listed building consent –

a. single storey rear lean-to extension

b. replacement roof over existing adjacent structure

Location Brewery House 1A Anchor Lane Lakenheath Suffolk IP27 9DP

Applicant Mr Terrance Missin

<https://planning.westsuffolk.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=REV2NZPDKEX00>

DECISION: SUPPORT

Planning officer informed 17th August 2022

(v) **Application no: DC/22/1347/TCA** Sent to committee members 02/08/2022

Received 2nd August 2022 Consultation Expiry: 23 August 2022

PROPOSAL Trees in a conservation area notification - three Cherry (on plan) overall crown reduction up to 1.5 metres, one Holly (on plan) crown reduction up to one metre, one Willow (on plan) repollard to previous points

LOCATION Croft House 19 Back Street Lakenheath Suffolk

APPLICANT Mrs Diana Strevens

<https://planning.westsuffolk.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=RFRWKJPDKWE00>

DECISION: SUPPORT

Planning officer informed 17th August 2022

(vi) **Application no: DC/22/1372/TCA**

Sent to planning committee members 04.08.2022

Consultation Expiry: 25 August 2022

Received: 4 August 2022

Proposal: Trees in a conservation area notification - one Cedar (T1 on plan) crown reduction of up to two metres on boundary aspect

Location Chalk Farm 13 High Street Lakenheath Suffolk IP27 9JS

Applicant Mr J Deboo

<https://planning.westsuffolk.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=RG1HOVPDLOM00>

DECISION: SUPPORT

Planning officer informed 17th August 2022

4. Date of next meeting: 21st September 2022 9.30am, Parish office (apologies Cllr Gyte)

Appendix C

Lakenheath sign triangle.

This site is (in round figures) 100 square metres (118 square yards).

It will need fertilizer of some sort.

So far the cheapest bulbs I have found are as follows from

<https://www.bostonbulbswholesale.co.uk/>

Variety	Quantity	Cost of quantity
Mixed Daffodils	500	£40
Mixed Daffodils	1000	£77
Mixed Crocus – Large	250	£38
Mixed Crocus – Large	500	£70
Mixed Crocus - Species	250	£25
Mixed Crocus - Species	500	£43
Dwarf Tulips – Mixed	250	£44
Dwarf Tulips – Mixed	1000	£145
Lily Tulips – Mixed	250	£44
Lily Tulips – Mixed	1000	£145
Double Tulips – Mixed	250	£46.50
Double Tulips – Mixed	1000	£159
Single Early Tulips mixed	250	£42
Single Early Tulips mixed	1000	£139
Sparkle Mixed Tulips	250	£29
Sparkle Mixed Tulips	1000	£90
Snowdrops	250	£44
Snowdrops	1000	£149
Snowdrops	250	£40
Snowdrops	1000	£130
English Blue Bells - Cultivated	250	£46
English Blue Bells - Cultivated	500	£82.50
English Blue Bells – Native	250	£63
English Blue Bells – Native	500	£120
Westland Chicken Pellets	10kg a tub	£12 a tub (approx)
Gro-sure farmyard manure	50 litres a bag	£15 for 3 at Simpsons!
Bulk buy farmyard cost unsure!		

Appendix D

Operational Inspection for West Suffolk Parks at Lakenheath Playground Eriswell Road, Brandon, IP27 9AF

Inspected on the 25-July-2022

Lakenheath Playground

Inspection Ref: 1719042 Site Ref: 10409

11:29 Inspector Tim McGhee

Risk Assessment: 6 Low Risk

Location: The site is partially overlooked by properties in the local community

Disabled Access: Generally accessible; an area accessible to most.

The Play Inspection Company Ltd

Unit 5 Glenmore Business Park

Blackhill Road

Poole
Dorset
BH16 6NL
01202 590675
6 - Low Risk
Item: Site General
Manufacturer: Owner/Operator
Surface Type: N/A
Item Quantity: 1
Equipment Compliance: N/A
Surface Area Compliance: N/A
Total Findings: 2
Finding 1
Some deterioration of wood bark retaining timbers – Monitor and replace as required
Finding 2
Drain lid and surround insecure - Refix
4 - Very Low Risk
Item: Sign
Manufacturer: Not Identified
Surface Type: Grass
Item Quantity: 1
Equipment Compliance: N/A
Surface Area Compliance: N/A
Total Findings: 1
Finding 1
This item is satisfactory - no work required -
Operational Inspection for West Suffolk Parks at Lakenheath Playground Eriswell Road, Brandon, IP27 9AF
Inspected on the 25-July-2022 - 11:29 Anti Tamper Data Tag : 77A8117195EE4C465AA65C394524DC90
4 - Very Low Risk
Item: Gate - Self Closing
Manufacturer: Not Identified
Surface Type: Mixed Surface
Item Part Number:

Item Quantity: 1
Equipment Compliance: N/A
Surface Area Compliance: N/A
Total Findings: 1
Finding 1
This item is satisfactory - no work required -
6 - Low Risk
Item: Gate - Combination
Manufacturer: Not Identified
Surface Type: Grass
Item Quantity: 1
Equipment Compliance: N/A
Surface Area Compliance: N/A
Total Findings: 1
Finding 1
A number of fixing(s) have worked loose - Secure all loose fixings
4 - Very Low Risk
Item: Fence - Bow Top

Manufacturer: Not Identified

Surface Type: Grass

Item Quantity: 1

Equipment Compliance: N/A

Surface Area Compliance: N/A

Total Findings: 1

Finding 1

This item is satisfactory - no work required -

2 - Very Low Risk

Item: Swing Barrier

Manufacturer: Not Identified

Surface Type: Tarmac

Item Quantity: 1

Equipment Compliance: N/A

Surface Area Compliance: N/A

Total Findings: 1

Finding 1

4 - Very Low Risk

Item: Bench

Manufacturer: Not Identified

Surface Type: Bitmac

Item Quantity: 2

Equipment Compliance: N/A

Surface Area Compliance: N/A

Total Findings: 1

Finding 1

This item is satisfactory - no work required -

4 - Very Low Risk

Item: Bench

Manufacturer: Not Identified

Surface Type: Concrete

Item Quantity: 3

Equipment Compliance: N/A

Surface Area Compliance: N/A

Total Findings: 1

Finding 1

This item is satisfactory - no work required -

4 - Very Low Risk

Item: Bench

Manufacturer: Wicksteed Playgrounds

Surface Type: Grass

Item Part Number:

Item Quantity: 1

Equipment Compliance: N/A

Surface Area Compliance: N/A

Total Findings: 1

Finding 1

This item is satisfactory - no work required -

4 - Very Low Risk

Item: Bench

Manufacturer: Unknown

Surface Type: Tarmac

Item Quantity: 1

Equipment Compliance: N/A

Surface Area Compliance: N/A

Total Findings: 1

Finding 1

This item is satisfactory - no work required -

4 - Very Low Risk

Item: Picnic Table

Manufacturer: Not Identified

Surface Type: Grass

Item Quantity: 2

Equipment Compliance: N/A

Surface Area Compliance: N/A

Total Findings: 1

Finding 1

This item is satisfactory - no work required -

4 - Very Low Risk

Item: Litter Bin

Manufacturer: Not Identified

Surface Type: Grass

Item Quantity: 3

Equipment Compliance: N/A

Surface Area Compliance: N/A

Total Findings: 1

Finding 1

This item is satisfactory - no work required -

6 - Low Risk

Item: Inclusive Roundabout

Manufacturer: Wicksteed Playgrounds

Surface Type: Wet Pour

Item Quantity: 1

Equipment Compliance: Yes

Surface Area Compliance: Yes

Total Findings: 2

Finding 1

A number of fixing(s) have worked loose - Secure all loose fixings

Finding 2

Stiff, high resistance to rotate - Free mechanism.

4 - Very Low Risk

Item: Activity Platforms

Manufacturer: Wicksteed Playgrounds

Surface Type: Wet Pour

Item Quantity: 1

Equipment Compliance: Yes

Surface Area Compliance: Yes

Total Findings: 1

Finding 1

This item is satisfactory - no work required -

0 - Risk Assessment not Undertaken

Item: Basket Swing - Type 1
Manufacturer: Wicksteed Playgrounds
Surface Type: Wet Pour
Item Part Number:

Item Quantity: 1
Equipment Compliance: Yes
Surface Area Compliance: Yes
Total Findings: 1

Finding 1
Reports of wire rope damage - Item removed pending repair
6 - Low Risk

Item: Cable Runway
Manufacturer: Russell Leisure Ltd
Surface Type: Grass Matrix Tiles
Item Quantity: 1

Equipment Compliance: No
Surface Area Compliance: Yes
Total Findings: 1

Finding 1
Slight sleeve deterioration - Monitor or repair
Operational Inspection for West Suffolk Parks at Lakenheath Playground Eriswell Road, Brandon, IP27 9AF
Inspected on the 25-July-2022 - 11:29 Anti Tamper Data Tag : 77A8117195EE4C465AA65C394524DC90
4 - Very Low Risk

Item: 1 Bay 2 Seat (Cradle)
Manufacturer: S M P (Playgrounds Ltd)
Surface Type: Wet Pour
Item Quantity: 1

Equipment Compliance: No
Surface Area Compliance: Yes
Total Findings: 1

Finding 1
This item is satisfactory - no work required -
4 - Very Low Risk

Item: Multi Play (Junior)
Manufacturer: Proludic
Surface Type: Bark Mulch
Item Quantity: 1

Equipment Compliance: Yes
Surface Area Compliance: Yes
Total Findings: 1

Finding 1
This item is satisfactory - no work required -
Operational Inspection for West Suffolk Parks at Lakenheath Playground Eriswell Road, Brandon, IP27 9AF
Inspected on the 25-July-2022 - 11:29 Anti Tamper Data Tag : 77A8117195EE4C465AA65C394524DC90
4 - Very Low Risk

Item: Stand up SeeSaw
Manufacturer: Proludic
Surface Type: Bark Mulch
Item Quantity: 1
Equipment Compliance: Yes
Surface Area Compliance: Yes

Total Findings: 1
Finding 1
This item is satisfactory - no work required -
4 - Very Low Risk
Item: Sweeping See-Saw
Manufacturer: Proludic
Surface Type: Bark Mulch
Item Quantity: 1
Equipment Compliance: Yes

Surface Area Compliance: Yes

Total Findings: 1

Finding 1

This item is satisfactory - no work required -

Operational Inspection for West Suffolk Parks at Lakenheath Playground Eriswell Road, Brandon, IP27 9AF

Inspected on the 25-July-2022 - 11:29 Anti Tamper Data Tag : 77A8117195EE4C465AA65C394524DC90

4 - Very Low Risk

Item: Spring Dog

Manufacturer: Proludic

Surface Type: Bark Mulch

Item Quantity: 1

Equipment Compliance: Yes

Surface Area Compliance: Yes

Total Findings: 1

Finding 1

This item is satisfactory - no work required -

4 - Very Low Risk

Item: Multi Play (Junior)

Manufacturer: Proludic

Surface Type: Bark Mulch

Item Quantity: 1

Equipment Compliance: No

Surface Area Compliance: Yes

Total Findings: 1

Finding 1

This item is satisfactory - no work required -

Operational Inspection for West Suffolk Parks at Lakenheath Playground Eriswell Road, Brandon, IP27 9AF

Inspected on the 25-July-2022 - 11:29 Anti Tamper Data Tag : 77A8117195EE4C465AA65C394524DC90

4 - Very Low Risk

Item: Roundabout

Manufacturer: Proludic

Surface Type: Bark Mulch

Item Quantity: 1

Equipment Compliance: Yes

Surface Area Compliance: Yes

Total Findings: 1

Finding 1

This item is satisfactory - no work required -

4 - Very Low Risk

Item: 1 Bay 2 Seat (Flat)

Manufacturer: S M P (Playgrounds Ltd)

Surface Type: Wet Pour

Item Quantity: 1
Equipment Compliance: No
Surface Area Compliance: No

Total Findings: 1

Finding 1

This item is satisfactory - no work required -

4 - Very Low Risk

Item: Rope Walk

Manufacturer: Proludic

Surface Type: Bark Mulch

Item Quantity: 1

Equipment Compliance: N/A

Surface Area Compliance: N/A

Total Findings: 1

Finding 1

This item is satisfactory - no work required -

Findings information

6 - Low Risk (Finding 1)

Item: Ancillary Items - Site General Risk Level: L - Low Risk

Manufacturer: Owner/Operator Surface: N/A

Finding: Some deterioration of wood bark retaining timbers Action: Monitor and replace as required

5 - Very Low Risk (Finding 2)

Item: Ancillary Items - Site General Risk Level: V - Very Low Risk

Manufacturer: Owner/Operator Surface: N/A

Finding: Drain lid and surround insecure Action: Refix

6 - Low Risk (Finding 1)

Item: Gates - Gate - Combination Risk Level: L - Low Risk

Manufacturer: Not Identified Surface: Grass

Finding: A number of fixing(s) have worked loose Action: Secure all loose fixings

6 - Low Risk (Finding 1)

Item: Rotor Play - Inclusive Roundabout Risk Level: L - Low Risk

Manufacturer: Wicksteed Playgrounds Surface: Wet Pour

Finding: A number of fixing(s) have worked loose Action: Secure all loose fixings

6 - Low Risk (Finding 2)

Item: Rotor Play - Inclusive Roundabout Risk Level: L - Low Risk

Manufacturer: Wicksteed Playgrounds Surface: Wet Pour

Finding: Stiff, high resistance to rotate Action: Free mechanism.

0 - Risk Assessment not Undertaken (Finding 1)

Item: Swings - Basket Swing - Type 1 Risk Level: N - Risk Assessment not Undertaken

Manufacturer: Wicksteed Playgrounds Surface: Wet Pour

Finding: Reports of wire rope damage Action: Item removed pending repair

6 - Low Risk (Finding 1)

Item: Other - Cable Runway Risk Level: L - Low Risk

Manufacturer: Russell Leisure Ltd Surface: Grass Matrix Tiles

Finding: Slight sleeve deterioration Action: Monitor or repair

Completed Findings Information

The following items have been marked as complete by the inspector during the course of this inspection.

0 - Risk Assessment not Undertaken (Finding 1) - Marked as complete on 25-July-2022

Item: Swings - 1 Bay 2 Seat (Flat) Risk Level: N - Risk Assessment not Undertaken

Manufacturer: S M P (Playgrounds Ltd) Surface: Wet Pour

Finding: Swings chained together Action: Release when matters resolved

Appendix E

Hi Nicky, sorry your having trouble getting through by phone. We are a little bit short staffed at the moment with it being our busy period and cleaners on holiday, Im covering as much as possible so I'm in and out of the office. If your unable to reach me you are more than welcome to call my mobile on- 07734295504.

I popped in to look at the floor and see it would definitely benefit with our scrubber dryer machine, this would cost £90 to deep clean. To seal with 24hrs of curing and then buff to a finish would be an extra £140.

Regards

Clare Fletcher.

Sunrise cleaners

DRAFT 24.09.2022