

MINUTES

**of the meeting held at the METHODIST CHAPEL, BACK STREET, LAKENHEATH
on Monday 5th December 2022**

Present:

Cllr G Kelly (Chairman)

Cllr J Hastings (Vice Chairman)

Clr J Cahill

Cllr I Frost

Cllr J Gentle

Clr P Gyte

Clr A Gyte

Cllr E Morley

Cllr R Norman

Clr W Overy

In attendance: Mr A Last and Mr M Garwood, Suffolk County Council lighting engineers; D/Cllr S Frost: C/Cllr C Noble: C Shimmon, RFO: N Glading, parish clerk and five members of the public

2022/162	The Chairman welcomed all to the meeting. Apologies had been received from Sqn. Ldr S Geary.	
2022/163	Declarations of Interest None	
2022/164	<p>Representations from Members of the Public (limit of 3 minutes each speaker)</p> <p>(i) The Chairman read out the communication from a resident about the Sandpit area at Bristow Way which has resulted in substantial nuisance D/Cllr S Frost told the meeting that, because the complaint had gone directly to the council officers, the members had been by passed. Both District councillors are now aware of the issue and are chasing a solution.</p> <p>Q: Is this a safety issue?</p> <p>A: (D/Cllr Frost) Believed to due to HGVs, the land has been pushed and squeezed now has to be dealt with. This is not a sink hole and Cllr Frost will keep on it, as he now he has the email trail.</p> <p>(ii) The Chairman told the councillors that a car had been parked on the corner of Mutford Green. He suggested that it is not unreasonable for car to be parked on the corner, with West Suffolk Councils blessing, perhaps shrubs to be planted to demarcate the area. The issue is not in the Parish Councils power to resolve and the Chairman will speak further with D/Cllr Frost.</p> <p>Additionally, a call had come through to a councillor about a claim to a Right of Way on Mutford Green and that no planting should have taken place.</p>	<p>Appendix A</p> <p>Appendix B</p>

	<p>The resident claims to have a Land Registry entry, given to his uncle, proving his right of way. The clerk was asked to reply to the resident to ask him to produce evidence to prove that the Right of Way exists.</p> <p>Cllr Gentle told the meeting he had been involved at the time that the land was given to people of Lakenheath for old people houses and asked who has decided that it can be sold off.</p> <p>Cllr Noble confirmed that the legal position is that occupiers have a right to purchase. Tenants, after a period of time, may buy and therefore sell the property after a period of time.</p> <p>Colin Noble confirmed that the land was allocated to Flagship Housing Association by Forest Heath District Council, the authority that has now been incorporated into West Suffolk Council: any covenants may well be lost in the annals of time. It may be possible to write to Flagship Housing and ask if there was some form of covenant at the time but this was 20/25 years ago.</p>	Clerk
2022/165	To receive Reports & Questions from	
a.	Update from RAF representative for Lakenheath: Sqn. Ldr. S Geary had given apologies: Cllr Hastings read out the RAF November report.	Appendix C
b.	Update from West Suffolk District Councillor: D/Cllr S Frost: see below	
c.	<p>Update from Suffolk County Councillor: C/Cllr C Noble</p> <p>Not a huge amount to report. Suffolk County Council will find out what cash is allocated on Friday 24th December, then set the budgets, the same process applies to the District Council. C/Cllr Noble has issued his monthly report, within which is a section on the cost of living support. Six leaflets were issued to the clerk, more are available</p> <p>Lakenheath Library is a `warm space`.</p> <p>In terms of the response to Cllr Gentle, C/Cllr Noble will resend to the clerk. As had been previously reported in the email trail, there had been flooding on the Earlsfield estate which was not evident on the road: pipes were getting blocked and gardens were getting water logged.</p> <p>Clerk to check why the original email from Cllr Noble had not arrived.</p> <p>There will be another 3 day closure: councillors may wish to look on the https://one.network/ because all national roadworks information is logged on there. Most closures are required by the utility companies, not the County Council.</p> <p>Q: Traffic lights on Sedge Fen road. Car was burnt out. Cones were put up by (council workers?) and after half an hour the workers were still there.</p> <p>A: Cllr Noble needs to know what day and exactly where and the problem defined. A reference number will be issued. He cannot operate on vague information.</p> <p>Q: Coming from Shippey Hill there are no warning signs</p> <p>A: Not true, there are 30mph signs</p> <p>Q: Why was work done in the first place at Eriswell?</p> <p>A: D/Cllr Frost: There were broken pipes which had been repaired</p> <p>Flooding not evident on the road, so you could not see it but the gardens of the houses were getting waterlogged.</p> <p>Cllr Noble is approachable for any further issues.</p> <p>Cllr Noble wished all a merry Christmas</p> <p>C/Cllr Noble and D/Cllr Frost left the meeting</p>	

d.	Sedge Fen Baptist church, update from Mrs W Barnes: none this month, clerk will chase	Clerk
2022/166	Minutes of the Meetings held on 7th November 2022	
a.	The accuracy of the minutes of the meeting held on 7 th November 2022 were unanimously AGREED	
2022/167	Co-option of Councillor	
a.	Due to the resignation of Councillor S. Palmer, a vacancy has arisen in the Office of Councillor for the Parish Council. There was one candidate: Ms Michelle Hugo. Ms Hugo was proposed, seconded and welcomed onto the Parish Council. The Councillors Acceptance of Office form was signed and Cllr Hugo will complete a Declaration of Interests within the next 30 days, to be submitted to West Suffolk Council.	Clerk
2022/168	Financial Matters	
a.	<u>The Financial Report</u> including payments from Mrs C Shimmon, RFO was unanimously AGREED	Appendix D
b.	<u>The Quarter 2 Out-turn Report</u> was RECEIVED Q: what is H2? A: This relates to an invoice being due in the second quarter or half of the year	Appendix E
c.	<u>2023/24 Budget</u> The councillors considered the budget figures. The RFO had asked the councillors to consider larger items of expenditure in the forthcoming year. She had produced a report on funding the streetlights project. The streetlight improvement project is the biggest amount as we don't know the extent of the problem until we have had the streetlights report. Mrs Shimmon went through the budget line by line. Any underspend would go into Reserves. The tax base is not yet known. It was RESOLVED to agree the 2023/2024 Budget, in principle: Further amendments to be considered in January once the tax base was known	Appendices at F
2022/169	Matters relating to Footpaths and Open Space	
a.	The councillors considered the idea of appointing a voluntary Lakenheath Footpaths/ Open Spaces Warden: this need not be a Councillor, to liaise with Suffolk County Councils Rights of Way area officer. Mr G Tolmie, Eriswell Footpath Warden, has agreed to provide training and share his contact list. Clerk to canvas walking groups and put in Lakenheath Times. Cllr Norman knows a potential applicant.	Clerk
2022/170	Parish Report- Chairman/ Clerk on recent and forthcoming issues/ topics	
a.	Lakenheath Footpath No. 11 - email from resident NOTED	Appendix G
b.	Newly planted trees at Mutford Green, complaint/ Right of Way claim: dealt with at 2022/164	
c.	Chairman had a conversation with the General at a recent event: having spoken with Sqn Ldr Geary, the Chairman was told that we would have an Officer, an NCO and an Airman available for comment from January onwards	
d.	For the first time we have a Christmas tree donated by Elveden Estates. Power to any lights is difficult because of a recent fire. Siting to be reviewed next year. Clerk to send letter of thanks to for help with the Christmas tree to Brian Rutterford and Robert Rolph	Clerk

2022/171	Matters relating to Planning	
a.	The Report from the Planning Committee of the meeting held on 19 th October 2022 was RECEIVED .	Appendix H
2022/172	SID Report	
a.	<p>The Speed Indicator Device Data Report for November was RECEIVED. The clerk reported that because of the hot Summer and shrinkage of the seal, there has been water ingress, and despite drying out efforts, the Station Road SID was no longer operational. It had therefore not been possible to obtain data from the machine. Paid £3,600 in August 2018. Warranty expired. Clerk to seek advice from Westcotec. The clerk had prepared for the November meeting a summary of available SID devices available and a cost comparison. It was RESOLVED to discuss the purchase of new SIDs at the January 2023 meeting. RFO confirmed that the money is available for the expenditure. Cllr P Gyte confirmed that the data obtained is very helpful to the Police.</p>	Clerk
I b.	Update on discussion with Suffolk Police ANPR operator: There has been a welcome increased presence of Police speed traps	
c.	Update on Speed Indicator Device, Station Road: covered at 2022/72 (a)	
2022/173	Reports	
a.	<p>To receive reports/ updates from</p> <ul style="list-style-type: none"> (i) <u>Neighbourhood Planning Group</u> including High Street Regeneration Scheme. Cllr Kelly reported that it is possible for LPC to request the designation of appropriate open green spaces in perpetuity via the Neighbourhood Plan, for example, the run from Woodlands (Marabella Path) Councillors were asked to consider other potential sites, bearing in mind that accessibility is important. (ii) <u>Business Forum</u> (Cllr W Overy): work in progress (iii) <u>Lakenheath Times review</u> (Cllr W Overy) The current printers wish to stop production in February 2023. The group are looking at reduced size alternative and a controlled (information board only) Facebook page. A survey in 2004 resulted in the Lakenheath Times. Paper issues will still be produced. There has been no review of the subject at any time since the inception of the project. Some copies may simply be binned. Cllr Hugo and Cllr I Frost to form a working group to progress the Facebook page. (iv) <u>Environmental update</u> Cllr Cahill read out a summary of her report. Hedgerow Litter Pick set for Saturday February 4th 2023 at 11.00am/ advertised in Lakenheath Times. Chairman has received apologies from BT over dragging their heels (v) CCTV project - work in progress, alternate site being looked into (potentially Co-op or house adjacent to Post Office) Permission to extend the meeting granted (vi) Christmas decorations 2022 working group (Cllr J Hastings) decorated trees along the High Street have been put up. 	Appendix I
2022/174	Matters relating to Streetlights and Street Furniture	
a.	Update on streetlight improvement project (Cllr I Frost) Ady Last and Mal Garwood.	

	<p>Lakenheath Parish Council will merge with Suffolk County Council to implement the inspection survey. It is difficult to give fixed survey dates early on in financial year. Red or amber denotes issues, a green rating denotes full health. Once the survey is complete, LPC will know how many need to be replaced. The work is carried out by a SCC sub-contractor. Once we have the results of the survey (in April/ May 2023) we can plan the full project.</p> <p>The Telensa system reports back all information, using a sim card built into the module. Lights that are in urgent need of replacement or repair can be identified. Cost is approximately £18 per unit</p> <p>Motion: To add a Telensa unit to each streetlight.</p> <p>Six in favour, Four abstained.</p> <p>Motion is CARRIED</p>	
b.	<p>Councillors considered the quotation for the replacement for Unit 178 at Pashford Close Lakenheath</p> <p>Clerk to ask for a quote including the Telensa system</p> <p>AGREED in principle</p>	Appendix J
c.	<p>Councillors considered the email regarding 268 Caudle Avenue</p> <p>AGREED</p>	Appendix K
d.	<p>To Note the recent information regarding the streetlight outside 15 Broom Road</p> <p>Update: this is in hand</p>	Appendix L
2022/175	Matters relating to Lakenheath Cemetery/ Yard	
a.	To receive the Cemetery Report (Cemetery Committee) Cllr Frost reported that some moles have returned but are being dealt with.	
d.	Repair to the window at the Chapel toilets - update from clerk: Now completed	
e.	<p>Theft 6th October 2022 at the Village Keepers yard - update from clerk: Trailers are not covered by the policy. Quotes being obtained for garage door and original chainsaw invoice sent to Zurich.</p> <p>LPC insurance supplier to be discussed at the next meeting. Cllr Hugo offered to help</p>	
2022/176	Grant Requests	
a.	<p>Update from clerk on WSC "Warm space and community pantry" funding</p> <p>This has now been approved by West Suffolk. Parish Pantry: Church opening up to those in need. Clerk to progress</p>	Clerk
b.	<p>Trustees of Lakenheath Peace Memorial Hall Grant Request</p> <p>The applicants have been asked to follow up with a completed application form: clerk has sent the applicant the form. Next meeting</p>	
2022/177	Matters relating to the Play Area	
a.	Update from clerk on repairs – ongoing	
2022/178	Governance	
a.	Review of Asset Register DEFERRED	
b.	Review of LPC Zurich Insurance policy: cost of addition of Terrorism cover DEFERRED	
2022/179	Items for forthcoming meetings	
a.	<p>Suggested items for forthcoming meetings and items carried forward</p> <ol style="list-style-type: none"> 1. Change of venue PC meeting 2. Public Toilets 3. Speed gun 	

2202/181	Councillors agreed to exclude the public for agenda items due to the confidential nature of the items	
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Meeting closed at 9.12 pm

Recording 6.m4a

Appendix A Sandpit Play Area in Briscoe Way

I am emailing this afternoon to make you aware of an ongoing problem I am having with West Suffolk Council in regard to the Sandpit Play Area in Briscoe Way. The field surrounding the playground has formed pits which have begun to erode the track that's to the right of the play area. This has resulted in substantial risk to all users of that track, not just myself and my family. It was reported on social media last week that citizens of Lakenheath have had to pull a vehicle out of the pit because the erosion of the track has caused the car to fall off it. In order for this to be made safe for all users, the pit that has formed on the left side of the Sandpit play area needs to be filled in and leveled so the track and fence may be rebuilt. I have been in contact with West Suffolk Council about this earlier in the year (May 2022) who informed me a Mr Simon Collin was waiting for a quote and date for the work to proceed. It is now November 2022 and since May I have had no communications from the council regarding fixing this ongoing hazard. To this day, I and my close family continue to attempt to get the Council to notice us. After 6 months of silence from the Council I went to Suffolk News to try and get West Suffolk Council to take action. The article says that West Suffolk Council claimed they do not own the track, which is eroding, but they do own the play area with the pit that is causing the damage in the first place. As of yet they haven't given any further correspondence, which is leaving me frustrated and anxious, and as though my local Council do not have any consideration for the safety and well-being of its people. (link to Suffolk News Article) <https://www.suffolknews.co.uk/bury-st-edmunds/news/it-s-getting-dangerous-for-myself-and-others-that-have-acce-9284750/> It would be very much appreciated if the Parish Council would aid us in reaching West Suffolk Council so our communications can be properly heard and this ongoing and increasing hazard can be made safe.

Appendix B Trees on Mutford Green

Phone call from a resident:

He was complaining about the trees I have planted on Mutford Green. He said that when his Uncle built the garage he was given Right of Way to access the garage by Suffolk Council but cannot remember when this was - potentially a long time ago. I asked him how often he used this access and his response was that future owners of the bungalow may want to use it. He also said that he thought they would just be planted in a row in order to block the sub-station. He also said that when the trees grow they are going to block the light to the rear of the bungalows alongside the Green.

I did not comment on any of his claims and just said that I would look into it and get back to him.

Appendix C

Council Update

November 2022:

Routine training sorties were conducted throughout November 2022, including a period of night flying training sorties during the period 1 – 10 November.

48 Fighter Wing hosted VIP visits by the 3rd Air Force Commander and the Deputy Chief of

Mission, US Embassy, during the early part of November.

Over the Remembrance weekend, 48 Fighter Wing personnel attended 25 different events across Suffolk, Norfolk and Cambridgeshire. Additionally, the RAF Commander attended Remembrance events at RAF Lakenheath, Bury St Edmunds, Costessey, Hockwold, Feltwell, Lakenheath village and Kings Lynn.

On 25 November, Senior Officers from 48 Fighter Wing and the RAF Commander served Thanksgiving lunch to Airmen at the Knights Table Dining Facility.

More recently, Councillors from Lakenheath and Feltwell attended the Tree Lighting ceremony and Winter Reception at RAF Lakenheath on 2 December. During the event, the Councillors enjoyed some entertainment and refreshments and also had the opportunity to engage directly with the 48 Fighter Wing Commander, the Vice Commander, the Chief Master Sergeant, the Operations Group Commander and the RAF Commander.

Finally, please let me take this opportunity to apologise for my absence at the last few meetings. Unfortunately, recent Parish Council meetings have clashed with Remembrance events, Christmas Carol Services and periods of Annual Leave. Please note that I will do everything I can to attend the next meeting in January. In the meantime, let me wish you all a very Merry Christmas and a very Happy and Healthy New Year.

Appendix D

Lakenheath Parish Council

Bank Reconciliation 31st October 2022

Balance at 30.09.2022	£330,966.60
Uncleared payments from previous period	£481.00
	£330,485.60
Income	£1,112.47
	£331,598.07
Less Expenditure (Chqs, Online Pmts + D/Ds)	£7,006.47
	£324,591.60
Represented by:	
Balance in Current Account	£5,989.27
Balance in Lloyds Bank Deposit Account	£75,955.78
Balance in Unity Trust Bank Deposit Account	£76,000.37
Balance in Nationwide Deposit Account	£64,171.70
Balance in Cambridge Building Society	£80,408.50
Balance in Lloyds Bank Deposit Account - Speedwatch	£1,095.49
Balance in Lloyds Bank Depository Account – NP	£21,676.00
	£325,297.11
Less Payments not Presented	
HMRC	£705.51
	£705.51
	£324,591.60

LAKENHEATH PARISH COUNCIL

Date		Chq No.	Payee	Description of Supply	Amount
15.11.2022		D/D	EDF Energy	Electricity - Cemetery Chapel	£23.00
25.11.2022		Online	Staff	November Staff Costs	£3,997.27
25.11.2022		Online	Cllr J Hastings (reimbursement)	Christmas Decorations	£442.20
02.12.2022		D/D	John Deere Bank	Vehicle Payment	£300.56
09.12.2022	*	Online	Cllr J Hastings (reimbursement)	Christmas Decorations & Poppies for Memorial	£152.27
09.12.2022	*	Online	BT Payment Services	Parish Office Telephone & Broadband	£65.66
09.12.2022	*	Online	Michael Murfet	Cemetery Mole Catching	£65.00
09.12.2022	*	Online	Cllr Judy Cahill (reimbursement)	Opening & Closing Toilets	£108.50
				Bulbs & Shrubs	£271.83
				Phone, Light Bulb, Stationery, WD40, Glass Cleaner, Lawnmower Blade, Oil, Radar Keys, McAfee Protection, Strimmer Line, Freedom Event, Fuel, Padlocks, Postage, Google Play & Mileage	
09.12.2022	*	Online	Clerk N Glading (reimbursement)		£523.60
09.12.2022	*	Online	Arco	Safety Workwear	£69.00
09.12.2022	*	Online	SPA UPVC Products Ltd	Replacement Bathroom Window at Cemetery	£420.00
09.12.2022	*	Online	Lacy Scott & Knight	Cemetery Cottage Valuation	£340.00
09.12.2022	*	Online	Chase Trade Centre	Community Speedwatch	
			JB Services Agricultural	Hi Viz Safety Jackets	£307.10
09.12.2022	*	Online	Contractors	Removal of Mound at Cemetery	£960.00

Appendix E

LAKENHEATH PARISH COUNCIL 2022/2023											
QUARTER 2											
	Budget	Total	Variance	ive YTD	Actuals	Actuals	Actuals	Total	Quarterly		Explanatio
	YTD 2022/23	YTD	YTD	£100/15%	31/7/2022	31/8/2022	30/9/2022	for Q2	Budget	Variance	£100 / 15%
Receipts											
Precept / LSCG	£85,200.00	£170,400.00	£85,200.00	Precept is one annual	£0.00	£0.00	£0.00	£0.00	£42,600.00	-£42,600.00	Precept is one annual receipt
Cemetery	£2,000.00	£1,980.00	-£20.00	Lower than anticipate	£400.00	£0.00	£390.00	£790.00	£1,000.00	-£210.00	Lower than anticipated burials
Other (Inc Interest & VAT)	£11,250.00	£41,837.48	£30,587.48	VAT is one annual receipt	£6,821.12	£1,014.00	£336.41	£8,171.53	£5,625.00	£2,546.53	VAT is one annual receipt
Total	£98,450.00	£214,217.48	£115,767.48	Precept & VAT	£7,221.12	£1,014.00	£726.41	£8,961.53	£49,225.00	-£40,263.47	Precept & VAT
Payments											
Staff	£30,000.00	£23,074.35	-£6,925.65	Reduction in staff	£2,992.49	£3,713.25	£2,819.97	£9,525.71	£15,000.00	-£5,474.29	Reduction in staff
Cottage/Chapel	£2,500.00	£774.32	-£1,725.68	Repairs due in H2	£225.47	£21.00	£464.85	£711.32	£1,250.00	-£538.68	Repairs due in H2
Cemetery	£1,500.00	£1,003.50	-£496.50	Higher expenses due in H2	£69.16	£86.98	£130.00	£286.14	£750.00	-£463.86	Higher expenses due in H2
Machinery Capital Exp	£2,500.00	£1,803.36	-£696.64	Lower costs than anticipate	£300.56	£300.56	£300.56	£901.68	£1,250.00	-£348.32	Lower costs than anticipate
Machinery Expenditure	£1,000.00	£0.00	-£1,000.00	No costs YTD	£0.00	£0.00	£0.00	£0.00	£500.00	-£500.00	No costs YTD
Street Lighting	£11,500.00	£0.00	-£11,500.00	Street Lighting	£0.00	£0.00	£0.00	£0.00	£5,750.00	-£5,750.00	Street Lighting
Admin	£1,750.00	£2,265.72	£515.72	Interim RFO Costs	£793.32	£387.84	£127.97	£1,309.13	£875.00	£434.13	Interim RFO Costs
Insurance	£2,000.00	£3,478.21	£1,478.21	Annual Premiums Paid	£1,093.83	£0.00	£2,134.38	£3,228.21	£1,000.00	£2,228.21	Annual Premiums Paid
Subscriptions	£600.00	£1,035.48	£435.48	Annual Subs Paid	£0.00	£0.00	£0.00	£0.00	£300.00	-£300.00	Annual subs paid
Training	£1,600.00	£52.00	-£1,548.00	Training open to all	£0.00	£0.00	£0.00	£0.00	£800.00	-£800.00	Training open to all
Newsletter	£2,800.00	£2,644.00	-£156.00		£807.00	£0.00	£807.00	£1,614.00	£1,400.00	£214.00	
Section 137	£1,000.00	£725.00	-£275.00	Applications	£425.00	£0.00	£0.00	£425.00	£500.00	-£75.00	Applications
Section 19	£9,000.00	£0.00	-£9,000.00	Due in H2	£0.00	£0.00	£0.00	£0.00	£4,500.00	-£4,500.00	Due in H2
Playground	£13,500.00	£0.00	-£13,500.00	expenditure YTD /	£0.00	£0.00	£0.00	£0.00	£6,750.00	-£6,750.00	expenditure YTD /
Village Facilities/Adult Gym	£7,000.00	£12,906.85	£5,906.85	Includes Outdoor Gym	£2,038.84	£7,503.81	£1,285.06	£10,827.71	£3,500.00	£7,327.71	Includes Outdoor Gym
St Mary's	£5,000.00	£2,660.00	-£2,340.00	costs than anticipated	£0.00	£0.00	£0.00	£0.00	£2,500.00	-£2,500.00	costs than anticipated
VAT	£6,250.00	£2,477.17	-£3,772.83	Expenditure = Lower VAT	£20.88	£1,534.65	£27.35	£1,582.88	£3,125.00	-£1,542.12	Expenditure = Lower VAT
Professional Fees	£2,500.00	£0.00	-£2,500.00	Invoice due in H2	£0.00	£0.00	£0.00	£0.00	£1,250.00	-£1,250.00	Invoice due in H2
Neighbourhood Plan	£4,450.00	£1,150.64	-£3,299.36	Invoices due in H2	£0.00	£0.00	£30.00	£30.00	£2,225.00	-£2,195.00	Invoices due in H2
Total	£106,450.00	£56,050.60	-£50,399.40	expenditure including street lighting	£8,766.55	£13,548.09	£8,127.14	£30,441.78	£53,225.00	-£22,783.22	expenditure including street lighting due in H2

Appendix F
Lakenheath Parish Council

	Actual 2021/22	Budget 2022/23	Projected Year End 03/2023	Proposal 2023/24	% +/-	
Receipts						
Cemetery	6,316	4,000	3,000	5,000	25%	1
Other (Inc. Bank Interest, Grants & VAT)	22,531	22,500	15,500	17,500	-22%	2
	28,847	26,500	18,500	22,500	-15%	
Payments						
Staff	57,736	60,000	47,000	57,220	-5%	3
Cottage/Chapel	2,159	5,000	10,000	5,000	0%	
Cemetery	3,601	3,000	5,000	5,000	66%	4
Machinery Capital Expenditure	4,679	5,000	12,000	5,000	0%	
Machinery Expenditure	2,658	2,000	2,000	2,000	0%	
Street Lighting	16,423	23,000	35,000	53,000	209%	5
Admin	3,723	3,500	2,500	3,500	0%	
Insurance	2,898	4,000	4,000	4,000	0%	
Subscriptions	4,706	1,200	1,100	1,200	0%	
Training	1,084	3,200	1,500	2,000	-38%	6
Newsletter	5,400	5,600	6,000	6,000	7%	7
Section 137	725	2,000	1,500	2,000	0%	
Section 19	11,500	18,000	10,000	10,000	-44%	8
Playground	25,775	27,000	2,500	25,000	-7%	9
Village Facilities	19,575	14,000	25,000	12,000	-14%	10
St Mary's	5,170	10,000	5,000	10,000	0%	
VAT	14,703	12,500	12,500	42,500	340%	11
Professional Fees		5,000	5,000	5,000	0%	
Neighbourhood Plan/High St Regeneration	9,285	8,900	8,900	9,000	1%	12
	191,800	212,900	196,500	259,420	22%	
Reserves						
Earmarked Reserves						
Street Lighting		54,000	54,000	25,000		
St Marys		13,000	13,000	13,000		
Cemetery Cottage/Chapel		3,500	3,500	5,000		
Training		500	500	1,000		
Children's Play Area		5,000	5,000	5,000		
General Reserves		76,000	116,600	77,080		13
		165,739	192,600	126,080		
Precept			170,400	170,400		
Projected Income			18,500	22,500		
Decrease/Increase Reserves			7,600	(66,520)		
Projected Expenditure			(196,500)	(259,420)		

Explanation

1. Increased fees
2. Calculated on figures YTD
3. Minimum wage increase of 9.7%
4. Calculated on expenditure for first 6 months of 2022/23
5. See below
6. New councillors may need training but can be met from reserve
7. Increase in number of copies
8. Based on grants given in 21/22
9. Play Area improvements ongoing
10. Outdoor Gym completed in 2022/23
11. VAT expected on street lighting expenditure
12. Small increase
13. General Reserve will increase as VAT is claimed in 2024/25

Street Lighting

It has been advised that an estimate on the number of columns that will need replacing in the short term, based on other parishes and the knowledge of Lakenheath's street lighting, is 20%.

238 current units x 20% = 48 units

The cost of replacing a column is estimated at £1,800 inclusive of lantern.

Item	No.	Cost
Columns	48	£86,400
Remaining lights converted to LED	149	£73,600
Existing LED lights to change to CMS operation	41	£4,300
	Total Cost	£164,300

The current Street Lighting Reserve is £54,000, by reducing this by £29,000 and using £5,300 from General Reserve, £130,000 could be borrowed over an agreed term to fund the project. Sufficient reserves would remain to allow for unpredictable energy costs and any further columns that need replacing.

Annual energy costs are estimated to be £26,870, the installation of LED would reduce this to £6,064, which could be further reduced by dimming or lights off between midnight and 5:30am.

This year's expenditure allowing 6 months for completion of work:

Capital Costs	£164,300
Funded by	
Reserves	£34,300
Public Works Loan	£130,000

Energy Costs	
6 months @ Existing Rate	£13,435
6 months @ LED Rate	£3,032
Plus Annual Loan Cost (5 year term)	£29,150
	£45,617

2024 onwards

5 Year Loan


Annual loan cost £29,150 + £6,064 energy cost = £35,214

7 ½ Year Loan

Annual loan cost £20,424 + £6,064 energy cost = £26,488

10 Year Loan

Annual loan cost £16,078 + £6,064 energy cost = £22,142

 United Kingdom Debt Management Office				PWLB FIXED RATE LOANS ESTIMATED REPAYMENT COSTS				Data Date: 25-Nov-2022
Amount of Advance: 130,000.00								
Period	Annuity			EIP				
(years)	Rate %	½ Yearly Cost (£)	Total Cost (£)	Rate %	Initial ½ Yearly Costs (£)	Reduces by each ½ year (£)	Total Cost (£)	
1 year	-	0.00	0.00	-	0.00	0.00	0.00	
Over 1 not over 1½	-	0.00	0.00	-	0.00	0.00	0.00	
Over 1½ not over 2	4.29	34,261.30	137,045.20	4.29	35,288.50	697.13	136,971.25	
Over 2 not over 2½	4.28	27,692.76	138,463.80	4.28	28,782.00	556.40	138,346.00	
Over 2½ not over 3	4.28	23,318.13	139,908.78	4.28	24,448.67	463.67	139,737.00	
Over 3 not over 3½	4.28	20,194.79	141,363.53	4.28	21,353.43	397.43	141,128.00	
Over 3½ not over 4	4.28	17,853.51	142,828.08	4.28	19,032.00	347.75	142,519.00	
Over 4 not over 4½	4.27	16,029.79	144,268.11	4.27	17,219.94	308.39	143,877.50	
Over 4½ not over 5	4.27	14,574.86	145,748.60	4.27	15,775.50	277.55	145,265.25	
Over 5 not over 5½	4.27	13,385.35	147,238.85	4.27	14,593.88	252.32	146,653.00	
Over 5½ not over 6	4.27	12,394.89	148,738.68	4.27	13,608.83	231.29	148,040.75	
Over 6 not over 6½	4.26	11,553.77	150,199.01	4.26	12,769.00	213.00	149,383.00	
Over 6½ not over 7	4.26	10,836.75	151,714.50	4.26	12,054.71	197.79	150,767.50	
Over 7 not over 7½	4.25	10,212.17	153,182.55	4.25	11,435.67	184.60	152,152.00	
Over 7½ not over 8	4.25	9,669.58	154,713.28	4.25	10,887.50	172.66	153,481.25	
Over 8 not over 8½	4.25	9,191.39	156,253.63	4.25	10,409.56	162.50	154,862.50	
Over 8½ not over 9	4.24	8,763.03	157,734.54	4.25	9,984.72	153.47	156,243.75	
Over 9 not over 9½	4.24	8,383.68	159,269.92	4.24	9,598.11	145.05	157,560.00	
Over 9½ not over 10	4.23	8,038.88	160,777.60	4.24	9,256.00	137.80	158,938.00	
Over 10 not over 10½	4.23	7,730.84	162,347.64	4.23	8,939.98	130.93	160,244.50	
Over 10½ not over 11	4.22	7,447.35	163,841.70	4.23	8,658.59	124.98	161,619.25	
Over 11 not over 11½	4.22	7,192.45	165,426.35	4.22	8,395.17	119.26	162,916.00	
Over 11½ not over 12	4.21	6,956.27	166,926.48	4.22	8,159.67	114.29	164,287.50	
Over 12 not over 12½	4.21	6,741.02	168,525.50	4.21	7,936.50	109.46	165,574.50	
Over 12½ not over 13	4.20	6,539.65	170,030.90	4.21	7,736.50	105.25	166,942.75	
Over 13 not over 13½	4.20	6,357.19	171,644.13	4.21	7,551.31	101.35	168,311.00	
Over 13½ not over 14	4.20	6,188.08	173,266.24	4.20	7,372.86	97.50	169,585.00	
Over 14 not over 14½	4.20	6,030.95	174,897.55	4.20	7,212.76	94.14	170,950.00	
Over 14½ not over 15	4.20	5,884.61	176,538.30	4.20	7,063.33	91.00	172,315.00	
Over 15 not over 15½	4.20	5,747.99	178,187.69	4.20	6,923.55	88.06	173,680.00	
Over 15½ not over 16	4.21	5,624.26	179,976.32	4.20	6,792.50	85.31	175,045.00	
Over 16 not over 16½	4.21	5,504.51	181,648.83	4.20	6,669.39	82.73	176,410.00	
Over 16½ not over 17	4.22	5,396.16	183,469.44	4.20	6,553.53	80.29	177,775.00	
Over 17 not over 17½	4.22	5,290.42	185,164.70	4.21	6,450.79	78.19	179,257.00	
Over 17½ not over 18	4.23	5,194.94	187,017.84	4.21	6,347.61	76.01	180,625.25	
Over 18 not over 18½	4.24	5,105.13	188,889.81	4.22	6,256.51	74.14	182,117.00	
Over 18½ not over 19	4.25	5,020.54	190,780.52	4.22	6,164.05	72.18	183,488.50	

Period - (years)	Annuity			EIP			
	Rate %	% Yearly Cost (£)	Total Cost (£)	Rate %	Initial % Yearly Costs (£)	Reduces by each % year (£)	Total Cost (£)
Over 19 not over 19½	4.26	4,940.78	192,690.42	4.23	6,082.83	70.50	184,990.00
Over 19½ not over 20	4.27	4,865.48	194,619.20	4.23	5,999.50	69.74	186,364.75
Over 20 not over 20½	4.28	4,794.32	196,567.12	4.24	5,926.73	67.22	187,876.00
Over 20½ not over 21	4.29	4,727.01	198,534.42	4.26	5,857.74	65.77	189,393.75
Over 21 not over 21½	4.31	4,667.56	200,705.08	4.26	5,792.26	64.40	190,918.00
Over 21½ not over 22	4.32	4,607.19	202,716.36	4.27	5,730.05	63.08	192,448.75
Over 22 not over 22½	4.33	4,549.94	204,747.30	4.28	5,670.89	61.82	193,986.00
Over 22½ not over 23	4.34	4,495.60	206,797.60	4.29	5,614.59	60.62	195,529.75
Over 23 not over 23½	4.36	4,448.37	209,073.39	4.30	5,560.96	59.47	197,080.00
Over 23½ not over 24	4.37	4,399.36	211,169.28	4.31	5,509.83	58.36	198,636.75
Over 24 not over 24½	4.38	4,352.75	213,284.75	4.32	5,461.06	57.31	200,200.00
Over 24½ not over 25	4.39	4,308.40	215,420.00	4.33	5,414.50	56.29	201,769.75
Over 25 not over 25½	4.40	4,266.19	217,575.69	4.34	5,370.02	55.31	203,346.00
Over 25½ not over 26	4.41	4,225.99	219,751.48	4.35	5,327.50	54.38	204,928.75
Over 26 not over 26½	4.42	4,187.70	221,948.10	4.36	5,286.83	53.47	206,518.00
Over 26½ not over 27	4.43	4,151.19	224,164.26	4.37	5,247.91	52.60	208,113.75
Over 27 not over 27½	4.44	4,116.39	226,401.45	4.37	5,204.14	51.65	209,534.00
Over 27½ not over 28	4.45	4,083.20	228,659.20	4.38	5,166.43	50.84	211,139.50
Over 28 not over 28½	4.45	4,046.94	230,675.58	4.39	5,134.20	50.06	212,751.50
Over 28½ not over 29	4.46	4,016.70	232,968.60	4.40	5,101.38	49.31	214,370.00
Over 29 not over 29½	4.46	3,983.20	235,008.80	4.41	5,069.89	48.58	215,995.00
Over 29½ not over 30	4.47	3,955.62	237,337.20	4.42	5,039.87	47.88	217,626.50
Over 30 not over 30½	4.47	3,924.61	239,401.21	4.42	5,004.15	47.10	219,063.00
Over 30½ not over 31	4.47	3,894.74	241,473.88	4.43	4,976.27	46.44	220,704.25
Over 31 not over 31½	4.48	3,870.68	243,852.84	4.44	4,949.49	45.81	222,352.00
Over 31½ not over 32	4.48	3,842.96	245,949.44	4.44	4,917.25	45.09	223,795.00
Over 32 not over 32½	4.48	3,816.23	248,054.95	4.45	4,892.50	44.50	225,452.50
Over 32½ not over 33	4.48	3,790.45	250,169.70	4.45	4,862.20	43.83	226,896.75
Over 33 not over 33½	4.48	3,765.56	252,292.52	4.46	4,839.30	43.27	228,566.00
Over 33½ not over 34	4.48	3,741.53	254,424.04	4.46	4,810.76	42.63	230,015.50
Over 34 not over 34½	4.48	3,718.32	256,564.08	4.46	4,783.06	42.01	231,485.00
Over 34½ not over 35	4.48	3,695.90	258,713.00	4.47	4,762.64	41.51	233,145.25
Over 35 not over 35½	4.47	3,669.37	260,525.27	4.47	4,736.49	40.82	234,598.00
Over 35½ not over 36	4.47	3,648.40	262,684.80	4.47	4,711.06	40.35	236,050.75
Over 36 not over 36½	4.47	3,628.12	264,852.76	4.47	4,686.32	39.80	237,503.50
Over 36½ not over 37	4.46	3,603.59	266,665.66	4.48	4,668.76	39.35	239,200.00
Over 37 not over 37½	4.46	3,584.59	268,844.25	4.48	4,645.33	38.83	240,656.00
Over 37½ not over 38	4.46	3,566.19	271,030.44	4.48	4,622.53	38.32	242,112.00
Over 38 not over 38½	4.45	3,543.41	272,842.57	4.48	4,600.31	37.82	243,568.00
Over 38½ not over 39	4.45	3,526.14	275,038.92	4.48	4,578.67	37.33	245,024.00
Over 39 not over 39½	4.44	3,504.42	276,849.18	4.48	4,557.57	36.86	246,480.00
Over 39½ not over 40	4.43	3,483.18	278,654.40	4.48	4,537.00	36.40	247,936.00
Over 40 not over 40½	4.43	3,467.42	280,661.02	4.48	4,516.94	35.95	249,392.00
Over 40½ not over 41	4.42	3,447.11	282,663.02	4.48	4,497.37	35.51	250,848.00
Over 41 not over 41½	4.42	3,432.28	284,879.24	4.48	4,478.27	35.08	252,304.00

Period (years)	Annuity			EIP			
	Rate %	% Yearly Cost (£)	Total Cost (£)	Rate %	Initial % Yearly Costs (£)	Reduces by each % year (£)	Total Cost (£)
Over 41½ not over 42	4.41	3,412.83	286,677.72	4.47	4,453.12	34.59	253,483.75
Over 42 not over 42½	4.40	3,393.77	288,470.45	4.47	4,434.91	34.18	254,936.50
Over 42½ not over 43	4.39	3,375.10	290,258.60	4.47	4,417.13	33.78	256,389.25
Over 43 not over 43½	4.39	3,361.90	292,485.30	4.47	4,399.75	33.40	257,842.00
Over 43½ not over 44	4.38	3,343.96	294,268.48	4.47	4,382.77	33.02	259,294.75
Over 44 not over 44½	4.37	3,326.36	296,046.04	4.46	4,359.67	32.57	260,455.00
Over 44½ not over 45	4.36	3,309.09	297,818.10	4.46	4,343.44	32.21	261,904.50
Over 45 not over 45½	4.35	3,292.14	299,584.74	4.46	4,327.57	31.86	263,354.00
Over 45½ not over 46	4.35	3,280.66	301,820.72	4.45	4,305.54	31.44	264,501.25
Over 46 not over 46½	4.34	3,264.32	303,581.76	4.45	4,290.35	31.10	265,947.50
Over 46½ not over 47	4.33	3,248.26	305,336.44	4.45	4,275.48	30.77	267,393.75
Over 47 not over 47½	4.32	3,232.47	307,084.65	4.44	4,254.42	30.38	268,528.00
Over 47½ not over 48	4.31	3,216.95	308,827.20	4.44	4,240.17	30.06	269,971.00
Over 48 not over 48½	4.30	3,201.68	310,562.96	4.44	4,226.21	29.75	271,414.00
Over 48½ not over 49	4.29	3,186.66	312,292.68	4.43	4,206.03	29.38	272,535.25
Over 49 not over 49½	4.28	3,171.88	314,016.12	4.43	4,192.63	29.09	273,975.00
Over 49½ not over 50	4.28	3,162.59	316,259.00	4.42	4,173.00	28.73	275,086.50

Note: 1. If a borrower wishes to make a premature repayment of a loan, either in whole or in part, it should contact the Board giving full details beforehand. The Board will usually agree to accept this request but it should be noted that a premium will be payable when the interest rate on the loan to be repaid is higher than the current rate applying to the premature repayment of a loan repayable by the same method and over the same period as that remaining on the loan which it is proposed to repay. When the interest rate on the loan to be repaid is lower than the current rate applying to the premature repayment, a discount will be allowed.

Appendix G

Lakenheath Footpath No. 11

Good morning Mr Noble,

This is my final attempt to obtain an update from either yourself or Stephen Frost regarding the situation with Lakenheath Footpath No. 11.

After not replying to my emails of 13th July 2022 and 31st October 2022, I will allow five working days for a response. After which time I will put procedure into place to take the matter further.

'A public right of way is a right by which the public can pass along linear routes over land at all times. Although the land may be owned by a private individual, the public have a legal right across that land along a specific route'

The poor maintenance of this public right of way was brought to the attention of yourself at the Lakenheath Parish Council meeting 7th March 2022 at which point you offered your help and assistance to me after the meeting.

This is amongst other things about protection of our environment.

.....

Dear Mr

As I have informed you in the past the County Council rights of way team have worked with and are working with the Elveden Estate. To make sure the path is open and accessible. I walked a section of it a week ago and whilst muddy it is passable.

Take Care

Appendix H

Lakenheath Parish Council Planning Committee

Notes from the meeting held **on 16th November 2022**

Location: Parish Office, Lakenheath

Members of the press and public are welcome to attend

1. Apologies were received from Cllr A Gyte (change meeting)

Declarations of Interest: None

2. Members of the public may speak about an item on the agenda (3 minutes limit)None
3. To consider the following requests for consultation:

(Planning portal consultee in tray at 13/11/2022)

A. Prior approval application under Part 3 (Class R) of the Town and Country Planning (General Permitted Development) (England) Order 2015 - change of use of agricultural building to flexible use B1 (business) and B8 (storage) for hire and sale of agricultural and construction equipment / machinery

Planning Application

Storage Willow Grove Farm Station Road Lakenheath Suffolk

Ref. No: DC/22/1742/P3RPA | Received: Fri 07 Oct 2022 | Validated: Fri 07 Oct 2022 | Status:

Pending Consideration SUPPORT

Letter Reference:	Consultee:	Date Requested:	Expiry Date:	
Not Available	Parish Council	Mon 24 Oct 2022	Mon 14 Nov 2022	Extension (James Morris) ap

SUPPORT

B. Planning Application - variation of condition 2 (approved plans) of DC/17/0610/FUL to allow the use of amended plans for plot 15 to enable 7 no. dwellings with associated access

Land At Lakenheath Hall Hall Drive Lakenheath Suffolk

Ref. No: DC/22/1940/VAR | Received: Tue 08 Nov 2022 | Validated: Tue 08 Nov 2022 | Status:

Pending Consideration SUPPORT

Letter Reference:	Consultee:	Date Requested:	Expiry Date:	
Not Available	Parish Council	Wed 09 Nov 2022	Wed 30 Nov 2022	

SUPPORT

C. Planning application - lean-to side extension to agricultural building

Planning Application

Land Off Docking Drove Station Road Lakenheath Suffolk

Ref. No: DC/22/1936/FUL | Received: Tue 08 Nov 2022 | Validated: Tue 08 Nov 2022 | Status: Pending Consideration SUPPORT

Letter Reference:	Consultee:	Date Requested:	Expiry Date:	
Not Available	Parish Council	Wed 09 Nov 2022	Wed 30 Nov 2022	

SUPPORT

D. Eriswell road planning: Cllr Kelly suggested that he contacts Ian Poole for advice. This will involve a fee. **AGREED**

- Confirm date next meeting 21st December 2022 to be advised/ Cllr Cahill has 11.30am commitments Mondays and Thursdays

Appendix I

Environmental Report

Top dressed all the cemetery entrance beds and round the Chapel.

Dug up the lavender around the Chapel and planted Heuchera's. Both spring and summer bulbs have been ordered to complete this – order in progress.

About 12 local people turned up to help with planting of the trees and hedging at Mutford Green. A special thank you to Lewis (LIMA Tree Services) and Mark (T and H Landscapes) for their very valuable expert help. Lewis is also going to keep a watching brief on the growth. This was fantastic response it felt like a real community effort. Almost all said they will be interested in helping with other projects. Hopefully this is a good start on getting more local people involved.

Ordered 420 saplings from the Woodland Trust for the BT site – delivery March 23.

Requested rough estimates for clearing the space around the BT building – digger with personnel to drive it and taking away the rubbish – none have been submitted so far.

Requested rough estimates for the replacement of the brick work round the flower beds at the entrance to the cemetery and the building of planters either side of the Chapel doors – have 2 rough estimates.

Area at end of Dumpling Bridge Lane tidied and planted with hedging and bulbs and area either side of Hall Drive planted with bulbs.

Small triangle behind the Lakenheath sign to be planted with bulbs but the grass left, will use the 'leftovers' from other areas.

Hedgerow Litter Pick set for Saturday February 4th 2023 at 11.00am Advertised in Lakenheath Times

Appendix J

Replacement for Unit 178 Pashford Close Lakenheath Quotation

Please see below SCC quotation to replace the above water damaged lantern & associated control equipment to the above unit

For The Sum £458.36 + VAT

Please let me know if the PC approve the costs so the works order can be raised etc

If you have any further issues relating to this then please let me know

Ady Last

Street Lighting Engineer

West & South Area Growth, Highways & Infrastructure Suffolk County Council Melton Depot

Appendix K

268 Caudle Avenue

I have received a report this morning from our contractor that the above PC unit was swapped over to a new LED type lantern by mistake whilst the team were in the parish carrying out other works

This is a genuine mistake by them for which they have also called me this morning to apologise for this happening

As a possible suggestion and a solution to resolve this issue, can we put forward a proposal of rather than getting them back to remove the new lantern and change it back to the old unit again, would the PC be willing to accept the additional costs for this lantern replacement, if so, either myself or Mal can provide the PC with a separate quotation for this work

If you could confirm the PC views with regards to this, it would be most appreciated

Once again on behalf of our contractor apologies for this mistake

Rgds

Ady

Ady Last

Street Lighting Engineer West & South Area

Appendix L

15 Broom Road reference 367351

I have asked our contractor to look at this as a matter of urgency, as this local resident is also calling this through to our call centre on a regular basis

As you know, I have raised an order to get this unit changed to LED and also to move it out of the G39 zone, once I hear back from the contractor I will let you know the dates etc

Hope this helps

Rgds

Ady