



Lakenheath Parish Council

The Parish Office
98 High Street, Lakenheath IP27 9EW
Telephone: 01842 860598
Email: lakenheathparish@gmail.com

MINUTES

of the Meeting of Lakenheath Parish Council held on 2nd March 2026 at the Methodist Church Hall, Back Street, Lakenheath at 7pm

Present:

Cllr N Smith (Chairman)
Cllr G Kelly (Vice Chairman)
Cllr S Di Giulio-Rowntree
Cllr I Frost
Cllr A Gyte
Cllr P Gyte
Cllr J Murfet
Cllr M Rowntree
Cllr D Smith

In attendance: N Glading (Parish Clerk), C Shimmon (Responsible Financial Officer), C/Cllr C Noble, R Keeble (Active Lakenheath Community Connector), M A Blenkiron MD Elveden Estates) three school representatives and four members of the public.

2026/164 Chairmans welcome, confirmation of recording and apologies

Apologies had been received from Cllr W Overy.

Clerk to record for minutes only.

Mr Roger Crane

Mr Crane was Chairman of Forest Heath District Council 1994-95, and Chairman of the Planning Committee for many years. He was active in our local community, his commitment and involvement to Lakenheath initiatives meant that he was well known and respected in the village. His connections to Lakenheath remained very strong even after he moved away: he spoke of Lakenheath as his “true home”.

the Councillors expressed their condolences to Mrs Mary Crane on her sad loss.

A one minute silence in memory of Roger Crane was observed by the meeting.

The village has paid tribute to Patrick Peters, some hundreds of people turned out to follow the progress of the military standard bearers to pay their last respects. His son has written in appreciation, see **Appendix A**.

2026/165 DECLARATIONS of INTEREST None

2026/166 Public Participation: Representations from Members of the Public Limited to 3 minutes each person: It is advised that generally no decisions will be made. None

2026/167 Reports & Questions

a. New Station Road school: funding and issues.

The Chairman told the meeting that the initial shortfall of funding issue was not brought to the councillors notice until very recently, specifically at the January 2026 meeting. It was a complete bombshell to the Parish Councillors. At the time we were told by the school that the issue should not be discussed in public. This is a County Council project, and we were suddenly being told that County funding to equip the new school was falling short. What time in 2025 did you become aware (of the shortfall)?

Mr M Tingey, headmaster and representative of the new school, replied:

Current school has been in place for 150 years; the new school will be fabulous. However, we feel that we will be worse off. We have no issues with the green building, but the way the funding formula works is that they give you additional funding for new classes. We are only gaining three new classes. We can take a lot of things with us (when we move) but there is infrastructure in our school that we cannot remove, or, if we did, the items would not work. At our current school, we meet the requirements of the early learning curriculum in terms of playground provision. We have had quotes for over £100k to replicate the play area at the new school, but the council do not fund new playground provision.

Internet provision will not be the same standard as we have now, this will cost £10k. Laptops will need to be supplied at approximate cost of £10k as there is no computer suite at the new school, altogether, we are looking at a total of £150k.

There will be a new nursery, as the existing is going to a private nursery, this will have to be set up.

Cllr N Smith commented that when he spoke to the Chairman of the Governors, he had been assured that the laptops were organised. Were questions asked of Nick Timothy, our MP and Shadow Education Secretary?

Mr Tingey replied that Nick Timothy had been made aware. The school is having a meeting with Suffolk County Council soon and it is hoped that this will bring some positive news. County Councillor Colin Noble has seen all the letters from Nick Timothy. Cllr Noble fully accepts what Mr Tingey is saying and he understands the issues. It is a Suffolk County Council school; it is not Suffolk County Council versus the School. The school has been built to the Department of Education specifications. Cllr Noble told the meeting that the first thing we have established is that the school is not being provided sub specification but to specification.

Cllr Noble would like to see everything that had been described. He has raised this with the team at Suffolk County Council. He believes that to obtain all this, it will take time. There is also the situation that the government has said that in the next few years, all schools will become Academies. This is something that Cllr Noble lobbied for at the very beginning. The school is being delivered prior to the housing, which is very rare. He has also seen the problems about the access, the toucan crossing is going in, there are still some questions about how it's going to work up by the cemetery. Suffolk County Council has come back very firmly that the new school is being built to a wonderful net zero specification. It is not yet known what future funding can be accessed to assist.

Cllr Kelly confirmed that Persimmon have agreed that they will build a turning/ parking circle at the end of Hebden Way. This will be part of the construction method statement, so it is enforceable. A major step forward.

Cllr Murfet agreed that it will a wonderful building but will not be like for like. The school are moving from a building that has everything to somewhere that has nothing.

C/Cllr Noble: It has everything that was specified. What we are talking about is the additionality.

Mr Tingey: It's not what we want, it's what the children need, part of the national curriculum. Part of the curriculum is learning through play. The PTA have been trying to raise money.

Cllr N Smith: there have been negative comments on social media about the Parish Council.

Cllr M Rowntree: Could the school define what is being sought from the parish?

Cllr Kelly: The bottom line is that you are here tonight to talk about where we are, let's get the rubbish rumours out of the way and find a way forward.

The Parish Council Chairman, the Vice Chairman, the Head of Governors and the PTA need to meet to establish exactly what is now required. The Parish Council can then meet to establish what can be done.

Note: As a statutory authority, the Parish Council is bound by legal rules and cannot give money directly to the school. However, grants to the PTA may be feasible. The amount of total grant money that the Parish Council can legally award per annum is defined by a per capita percentage formula. This figure constitutes the total allowed for all the village groups/ charitable organisations.

Cllr P Gyte: can we not tell people if they don't know they will complain. It's all speculation. Stick it on social media.

Cllr Kelly: The school requested confidentiality. The issue around the turning circle was only finally agreed and resolved today.

Cllr N Smith: it has taken a lot of work from the Parish Council. What I am saying is we are being bad mouthed despite trying to resolve things.

There remain significant miscommunications. Parish Councillors, because they are highly visible, get unwelcome street comments. I am sure that the school communicates correctly that it is a County Council issue, but by the time the information gets to the street, it is down to "the Council".

Clearly, it seems that some residents cannot distinguish between the legal roles and defined responsibilities of a Parish Council, a District Council and a County Council.

Parish Clerk: The negative comments and disinformation expressed by some residents bordered on bringing the Parish Council into disrepute. Some of the Councillors were stopped and berated in the street. From my viewpoint, I can see how hard the Parish Council Chairman and Vice Chairman have worked, giving a lot of their time to behind-the-scenes negotiations such as the turning circle, pathways, toucan crossing.

Cllr A Gyte: You should have told them what was happening.

Cllr Murfet: LPC are very supportive, doing as much as we possibly can.

C Shimmon: Correction, we can pay the school but only for a specific project, such as building.

Cllr Kelly: I will arrange a meeting (Cllr Kelly, Cllr A Gyte) and the school to come up with a communications plan/ look at the way forward.

Cllr N Smith: This remains a Suffolk County Council project which they should be dealing with.

Duration of item 04.23 to 38.04

(b) Report from Suffolk County Council Councillor C Noble:

I don't think that you will get anything remotely current from the military, just reports of past events.

Council tax bills will arrive shortly: County Council element is 4.99%. C/Cllr Noble disagrees with this, however the Labour government has insisted on a 4.99% increase. Around 75% goes on Adult Services, i.e. caring for vulnerable people. What people see are the potholes, which we are repairing as quickly as we can- 5% of the budget goes on highway repairs.

There's a lot of misinformation floating around about the school, there always is. I'll take it back to County that the PR could be better.

County Council elections are back on May 7th. Those elected will serve a two-year term, one year as a councillor and another year as a decommissioning councillor.

On May 25th the Secretary of State will announce how many councils there will be in Suffolk and Norfolk (either one or three in Suffolk).

This will be my last meeting as your County Councillor. As the elections are now going ahead, on 7th May 2026, April will be the purdah period.

I am not standing again for Row Heath. It has been the honour of my life to serve for twenty years, but all good things come to an end.

This is not because (as some may speculate) that C/Cllr Noble envisages losing to Reform. For the avoidance of doubt, I wanted to stand but was not selected.

I have been approved to stand in Hartismere, where I am now campaigning. I was raised in Lakenheath and live in Lakenheath; I will continue to work with the Lakenheath Men's Shed, the new school and the Pride in Place Project.

The Chairman thanked C/Cllr Noble for the help that he has given, both to himself personally, the community and the parish. Twenty years of county councillorship speak for themselves.

C/Cllr Noble left the meeting

Duration of item 42.50 to 54.20

(c) Report from RAF representative: January Report was sent in today, Cllr N Smith read out. **(Appendix B)**

Cllr Murfet: with the world situation as it is, we should be told what is happening.

Duration of item 39.10 to 42.49 (taken out of agenda order)

(d) Report from West Suffolk District Councillor D/Cllr G Kelly

The budget was set last week, there is lots on the go, mostly around Pride in Place.

(c) Report from Police representative PC Scott Cameron: not present

The Chairman read out the recent report to Eriswell Parish Council (**Appendix C**)

(d) Report on Active Lakenheath project (Community Connectors)

R Keeble read out the Community Connectors Report (**Appendix D**)

Cllr Kelly told the meeting that people who attended the cookery session would like it to continue on a paid basis, which is an example of sustainability. Has the bid run out of time? R Keeble will ask the project officer to clarify. There is a steering group meeting next Tuesday.

(e) Update from A Blenkiron, Elveden Estates MD

Thankfully we have had enough rain; up until about six weeks ago, this was not the case, the reservoirs have now filled up. Once the land has dried up we can get planting. The new farm buildings at Rakeheath Farm are now completed and operating. The new Blue Diamond garden centre is expected to open by Easter 2027.

2026/168

(a) **Minutes of the Meeting held on 2nd February 2026**

The accuracy of Minutes of the Meeting held on 2nd February 2026 was unanimously **AGREED**. No comments.

2026/169 **Councillor training from SALC**

(b) The Update on recent planning changes training (sent to cllrs 19.02.2026) was confirmed as **RECIEVED**

2026/170 **Financial Matters (Appendices at E)**

(a) Bank reconciliation for month ending 31st January 2026 **APPROVED**

(b) Summary of payments was **APPROVED**

Additional items (invoices arrived yesterday) also **AGREED**:

(i) RH Services Cemetery remembrance garden work £7,559.52 and stones at £180.00

(ii) The street lighting bill from West Suffolk Streetlighting £10,355.33 **NOTED**: that the normal annual energy consumption has reduced (by the installation of LED units) from c.£16,669 to c.£6,274 per annum.

Cllr Murfet congratulated Cllr Frost on managing the project.

(c) Q3 out-turn report: **RECEIVED**

(d) It was **AGREED** to appoint Mr A Preece as LPC internal auditor at the same fee as last year, £200.00 + VAT.

(e) Review of Internal Control Statement & Report: Cllr Gyte had been through the internal control statement with the RFO and agreed to endorse. The Chairman, Cllr N Smith, signed to ratify.

(f) The Review of Risk Assessment and Management (Financial) report was **AGREED**.

(g) The councillors unanimously **APPROVED** the revised Lakenheath Parish Council Asset Register as a true record.

(h) Cllr N Smith has been advised by the Lakenheath in Bloom group that six large planters, two small planters and three benches could be donated to the parish council. The group has become unsustainable: the remaining members envisage LIB assets and monies (c. £200) could be transferred to LPC. It was **AGREED** (one abstention) that these items are added to LPC assets. Cllr M

Rowntree expressed concern about watering and maintaining the planters, particularly in mid-Summer. Cllr Kelly suggested that the first PIPP input should be around volunteering.

2026/171 **Matters relating to Lakenheath Cemetery**

- (a) The Report from the LPC Cemetery Committee was **RECIEVED**
Cllr Frost read out the report. **(Appendix F)**
- (b) Update on the Remembrance Garden: Cllr Gyte reported that this is more or less done. The Remembrance Tree is ordered. Cllr S Di Giulio-Rowntree has agreed to plant in the shady areas. A budget for planting of £800 was **AGREED**, with delegated expenditure authority to the Chairman and Cllr S Di Giulio-Rowntree.
- (c) The Remembrance Tree is ordered, awaiting delivery advice.
Cllr M Rowntree reported that the tree management working group had agreed:
- To charge £150 per leaf. When 240 leaves have been sold, the tree will have paid for itself.
 - Ownership of the leaf will be for the lifetime of the leaf.
 - The wording of the memorial dedication to be provided by the purchaser and approved by LPC.
 - Clerk to produce a database of leaf ownership.
 - Clerk to allocate positioning of the leaf (to be spread out, not clustered)

Cllr M Rowntree had received feedback that the initiative would be well received. The price and procedures were **AGREED** with one abstention.

2026/172 **Governance**: covered at 2026/170

2026/173 **Pride in Place Programme (PIPP)**

(a) Update from Cllr Kelly: interviewing next week for Chairman of the Board, there are two applicants. Cllr Kelly attended a London meeting at which previous recipients discussed their experiences. The power vested in the Board is significant, from CPOs to shop front grants, payment of volunteers. Cllr Kelly noted that the most successful beneficiaries had a young person (18 to 24 years old) on the Board, councillors were asked to consider this, as this would introduce another perspective. This is a community project: West Suffolk have received £150k to get the ball rolling, looking at initial projects to get things rolling. Cllr N Smith as LPC Chairman and Cllr Kelly will automatically qualify as members of the PIPP Board. West Suffolk are providing a place officer. The Board has to be set up by June 2026 and a plan produced by December 2026. The £150k can be spent when the Chair is in place, although some costs (admin) are already being incurred.

Councillors asked to feed in potential initiatives.

2026/174 **Planning Matters**

(a) The Notes from the LPC Planning Committee meeting held on 18th February 2026 were **RECEIVED**. One item was referred to consultant, and the clerk has asked for an extension. **(Appendix G)**

2026/175 Reports

(a) Chairman/ Vice Chairman/ Clerk

(i) Report on actions during the Back Street fire Cllr N Smith attended at the time, most of the night. We cannot have a proper debrief until results of legal charges are known.

Cllr M Rowntree proposed a **Vote of Thanks to Cllr N Smith and Cllr D Smith**, who stayed up most of the night to assess the situation and manage responses.

(ii) Update on Active Lakenheath: covered

(iii) Update on new school progress: covered

(iv) Update on .gov email addresses: two remaining to change. Cllr Kelly will rectify his access as soon as possible. Cllr W Overy is yet to change to her allocated .gov address.

(v) Paintwork on village sign plinth: RFO is progressing this.

(b) Update on streetlight refurbishment project: Cllr Frost reported that ongoing maintenance is going on, including G39 issues.

(c) Speed Indicator Device Reports Cllr M Rowntree has provided the reports (**Appendix H**)

Speedwatch Team: ongoing

(d) Lakenheath Times: Cllr D Smith reported that the new edition is out and about.

(e) LPC Facebook page/ social media: Cllr M Rowntree reported no negative comments. Benches to be confirmed.

(f) Village entrance signage: the orbital gateway signs have been ordered, date of delivery to be confirmed, contact numbers have been given to the supplier.

(g) Fencing at the BT site Cllr A Gyte reports the contractor is ready to go.

(h) Other reports from project leads as applicable: none

2026/176 To consider any Grant/ Sponsorship Requests

(a) From last meeting: 2026/157 (d) To consider the sponsorship of a cup at the LFC event in May 2026 Cllr D Smith has had a message but the details provided by LFC need more clarity.

(next meeting)

(b) Donation to the Little Fishes Easter event: Cllr P Gyte believes that this has already been agreed. Clerk to check.

(c) **CONFIRMED** that cllrs agreed the grant application to 1st Lakenheath Scout Group (email consensus majority)

2026/177 Correspondence/ Consultations/ Training

(a) Sent to cllrs 19.02.2026 Update on recent planning changes

(b) Sent to cllrs 24.02.2026 Questions re. Lakenheath Railway Station

2026/178 Items for Future Meetings

See Minutes

2026/179 **Such other business** which, in the opinion of the Chairman, should be considered as a matter of urgency

None

2026/180 **MATTERS TO BE TAKEN UNDER EXEMPTION** It is recommended that, in view of the confidential nature of the following items, which relates to business/ confidential

matters of other individuals, the public shall be excluded while the following item is discussed. This is in accordance with the Public Bodies (Admission to meetings) Act 1960, as amended by the Local Government Act 1972

The public left the meeting

Meeting closed 9.02pm

Appendix A Letter from G Peters

“I would like to offer my most sincere gratitude to everyone in the community who lined the High Street in Lakenheath for Squadron Leader Patrick “Pete” Peters funeral procession on Friday, 20th February. As his son, I was deeply moved and humbled by so many people taking the time to honour his service to his country and the kind and supportive comments made to me that morning from both neighbours and strangers. I have been told that at least 200 people were there and that some even came from outlying villages. I am deeply grateful to you all.

In 2024, the Veterans Minister, Alistair Carns, visited my father at home to present him with the Nuclear Test Medal for his work sampling Atomic clouds in 1954. During this visit I discussed with the Minister that medals should really also reflect the support and contribution of wives and partners who have to accept the considerable risks to those that serve in His Majesty's Armed Forces, whilst running the family home and caring for their children during their partners deployment and operational missions. My late mother, Rosemary, was one of many exceptional women whose silent and consistent contribution in supporting their partners Military career, must be acknowledged and recognised. It might be considered they too serve our Country and that wives and partners today continue to do so”

Gareth Peters

Appendix B

RAF Lakenheath report to Lakenheath Parish Council March 2026.

- In January, the 48 FW, along with RAF and Norwegian partners, came together at RAF Lakenheath and several other sites across the UK to exercise defensive and offensive counter-air manoeuvres, as well as ground-based hot-pit refueling and integrated combat turns.
- The extremely high tempo of operational activity has continued throughout February. The 48 FW has supported several US foreign policy initiatives and the support that the Lakenheath community provides for their families is appreciated greatly by Wing leadership.
- In March, the 48 FW will join more than 25,000 personnel from over a dozen nations at EX Cold Response in Norway. This exercise is a key component of NATO's defensive framework designed to enhance interoperability and prepare for potential future challenges in the Arctic environment.
- The 48th Civil Engineering Squadron, Explosive Ordnance Disposal (EOD) team, welcomed members of Feltwell Parish on 13 February for a live demonstration. Council members and local residents learned how the EOD team protect Wing personnel and resources from explosive hazards, whilst taking a close-up look at robots, bomb suits and specialized equipment.

- 17 USVF volunteers attended Lakenheath Playing Fields on 20 February and assisted with a general tidy up alongside installing posts along the fields perimeter.
- Several airmen have attended Feltwell Care Home this February and supported the residents with games and engagement.
- 20 USVF volunteers will be working in the grounds of Hockwold Church on 28 February to assist with the creation of a bio-diversity area.
- A 48 FW representative from the Security Forces Squadron will be attending the South Norfolk Civic Reception on 27 Feb.
- A 48 FW representative from the Mission Support Group will be attending the West Suffolk Chair's Charity Concert on 28 Feb.
- A Lakenheath PIPP meeting is scheduled with West Suffolk Council and the 48 FW Legal team on 2 March.

Victoria Quamina

Community Relations Adviser, RAF Lakenheath

24 Feb 2026

Appendix C

It is evident from the statistics that Saturdays between 10am and 2 pm see the worst speeders. PC Cameron will engage with the Base about issues such as tinted windows and confirms that he is unable to deal with drink drivers. He will talk to Steve who manages the speeding and ask him to concentrate on our area.

The person injured in the fire at Lakenheath remains severely injured at Addenbros hospital.

Appendix D Active Lakenheath project (Community Connectors)

Active Lakenheath Community Connector Update

Jo and I would like to start by expressing our grateful thanks to the parish council for your ongoing support as we continue to develop the work of Active Lakenheath in the community.

Cooking Class

The 6-week course has been a huge success with 9 participants attending throughout the course. The group really connected well together and they all enjoyed making a variety of low-cost healthy meals. The active element in the middle of the session was also very popular with different games and activities provided each week such as Jenga, Kurling, and Mini Golf.

Here are some of the feedback comments we received:

“I would like to say a big thank you to Jo the cook, and Jo from the library the course was fun and informative”.

“Thank you for an amazing time”.

Group of the Week

After completing the initial research phase—where we visited most groups in the village to listen to the views of local residents—we are now returning to many of these groups for our new ‘Group of the Week’ Facebook posts. Each week, we feature one community group and share key details such as when and where they meet, what the group does, quotes from leaders and participants, and a photo taken during our visit. So far, we have revisited and highlighted the Indoor Bowls Club, Karate Club, Kurling Club, CooperFit Bootcamp, and Ladies Keep Fit. This has been a great way to showcase the fantastic activities already happening in the village and to encourage more people to get involved and try something new.

Warren Walk

On Sunday morning, we had a fantastic time leading a community walk on the Warren. We met by the picnic tables near the car park, enjoyed hot chocolate and snacks together, and then set off on a walk where the children completed a fun scavenger hunt along the way. When we returned, everyone received a free gift — our very own Active Lakenheath stress ball. We were delighted to welcome 25 participants of all ages, the weather stayed dry, and the feedback was incredibly positive. Many people said they’re already looking forward to

the next one. We plan to run these community walks on the first Sunday of every other month from 9:00–10:30am. Our next walk will take place on Sunday 3rd May.

Here are some of the feedback comments we received:

“Great walk”

“It was a fab day with tasty treats!! Thank you so much!”

RSPB Lakenheath Fen

We are delighted to announce a new partnership with RSPB Lakenheath Fen to offer a special nature talk and guided walk on Wednesday 15th April, from 9:30am to 11:30am. This event is designed especially for adults in the village and is a great opportunity to enjoy and learn more about our wonderful local nature reserve. Tickets cost £2.50 per person, with Active Lakenheath contributing an additional £2.50 toward each ticket. There are 30 spaces available, and tickets can be purchased from the library. We will be sharing more details soon as we begin promoting the event more widely in the community.

Lakenheath Primary School

We are pleased to share that we will be working more closely with Lakenheath Primary School to support children and families in becoming more active and improving overall wellbeing. As part of this partnership, we plan to introduce a monthly Parent Wellbeing Drop-In held on Friday mornings in the Studio Room next to the assembly hall. These friendly sessions will offer refreshments, time to chat, informal support and advice, visits from services that support families, and practical workshops on topics such as wellbeing, physical activity, and healthy eating. Also, EPIC Dad will be providing a wellbeing table stocked with free items—such as toiletries, household essentials, and baby supplies—for parents to take as needed.

Alongside the morning drop-ins, we are also planning Friday afternoon parent-child activity sessions. Each session will involve a different class and the children will invite a parent or carer into school to take part with them in a variety of games, sports, and fun activities designed to promote fitness and being active together. These sessions will not only help families stay active but also strengthen parent-child relationships and contribute to the holistic support the school offers to its families.

Future Plans

We look forward to developing further activities and strengthening our partnership work once the full award funding is confirmed. We hope to build on all the exciting initiatives we have introduced during the development phase. Thank you.

Review of Jo Jo's cooking class

The October sessions did not take place, as only one person signed up. It was originally designed with lower income families and those who use food banks and as such, these tend to be the people who may not engage in classes such as these – or they may not have seen the advertising in order to join the class. Posters were placed in strategic places around the village – the surgery, Co-op, all the Parish Council community notice boards and the local food banks in Thetford, Mildenhall and Lakenheath (although, of course, we would prefer residents of Lakenheath to benefit from this course) and people on low income may not be able to travel from Thetford or Mildenhall due to cost of transport. Due to the fact there was very little interest from the cohort the group was originally designed for, the decision was made to adapt the poster to give a healthy eating focus and cooking on a budget focus rather than asking if people use food banks – as this restricted possible participants who might benefit. This worked really well.

The course was re-publicised to begin in January and the posters tweaked to reflect the cooking on a budget focus and did not mention foodbanks. Very quickly, we had 8 sign up and since we started 2 weeks ago, we have had 2 more interested. We ended the sessions with 9 participants. This totalled over the 6 weeks with 60 attendees – 48 from the participants and 12 from Jo and myself.

The people who have signed up have been a mixture of retirees and people on benefits – 1 single American male aged 50+, 6 women aged 65+, 1 man aged 65+, 2 women aged

30-40 (one on benefits and one single woman working and she has 2 young children). One of the retirees is quite recently a widow and her husband took ill very quickly and passed away within a month and he always cooked – he was a chef – so she has struggled to cook for herself for lots of reasons. She has enjoyed the group so far to get tips and ideas of cooking for one, instead of using ready meals or go to meals she knows how to make.

The group have been very positive – we were worried the recipes for a few might be too easy but they have all enjoyed cooking together, chatting, having tea and coffee and be taught by Jo how to make your money go further and add vegetables very easily for a very small cost. The group have helped each other – one lady had an operation after the first week and her arm was in a bandage so her friend chopped all the food for her and herself and the lady with her arm in the sling was in charge of stirring! Teamwork.

In terms of the cooking, we have cooked French onion soup and croutons, cottage pie (although the potatoes for the mash didn't cook in time as the pots were so big and took ages to boil), chicken and noodles with veg and a Chinese twist, spam and beans, homemade meatballs with pasta and vegetables, toad in the hole and roasted vegetables and chilli and cupcakes.

The purchase of the items for the cooking class like the aprons, knives, whisks, chopping boards etc have been perfect for what we needed them for and the boxes we bought were a good size and sturdy. I looked around for budget prices for items such as salt, pepper, herbs and garlic powder which helped to keep the cost down and the fresh food is always the budget items in the supermarket. I sourced 2 free carrier bags of onions from a local farmer which helped to keep the cost down and Jo was donated a large amount of bread and rolls from a local supermarket so we distributed those to the group too so each week, they make the dinners (usually 2, 3 or 4 portions) to take away and have had little extras too, which the group have appreciated.

They have also loved the social aspect of cooking together. They are getting to meet new friends, one lady has huge anxiety and stays on the edge of the group and forces herself to come each week but does and is proud that she does. One man is quiet but he watches and the others chat like old friends. Jo – the chef is great at putting people at ease, giving positive encouragement and checking in with each member of the group. They have also invited each other to groups they enjoy – the Games Galore group at the library and the Kurling group and Keep Fit which is exactly what the group was designed to do.

Active element.

Our first week, we were pushed for time as we made French onion soup and cottage pie so we didn't get time to actually do any physical activity but we did discuss the groups we go to and what they do to keep fit. The overall consensus was that they walk

regularly, have pets so do dog walks, do Keep Fit, Kurling and Bowls in the village. Some would like a gym closer in the village, and of course, a swimming pool but understand the issue of cost. They would like more classes like dancing during the day instead of the evenings as most don't want to drive later in the day so wouldn't go. The walking paths need addressing and most walk on paths in the village or go to the Warren, rather than go 'off road' down other walking paths due to mobility issues or lack of knowledge as to where to go. They welcome regular walking groups on sedate paths during the day and they would come. The anxious lady says she walks her dog so can be active and as she is perimenopausal, she is finding she is putting on weight but can't afford a gym membership and has no transport. She would welcome a subsidised gym membership locally. The woman with 2 young children currently doesn't exercise as she works full time and has custody of both her children, making it more tricky to have time for herself but she does have a very physical job and averages 15,000 steps a day!

The chicken and noodles went well and we finished with enough time to do the physical element, which we managed to do each week except the first week where we ran out of time. We had a go at Kurling – even those with limited mobility had a go – either seated or standing. They loved the giant jenga and demanded a rematch on another week, as they got quite competitive! We also had a go at lifting weights, juggling pom poms and scarves, playing cornhole and bocchia and we had a go at Speed Stacks. Rich treated us to the mini golf set for our final week, which was special.

Not everyone had a go every week but most did and I was really pleased with their effort, sense of fun and the fact they just had a go.

The group were very sad to see the group finish and they loved their time getting together each week, they enjoyed the social aspect and have made lots of links with friends they know in the village. It was a pleasure to prepare the food, Jo is great to work with and the venue did work for what we needed it to.

In terms of the future, there has been at least 3 new people interested in doing classes – from the Active Lakenheath posts on Facebook and I have replied saying watch this space when the funding comes through. Many of the original group didn't want it to finish and wanted to carry on – some even offered that they would pay for the ingredients which was sweet. In terms of costs, the main cost was the cooking equipment which can be used again and the physical activities which can also be used again. A lot of the food was obviously used up but some unopened herbs, pepper, gravy cubes, tomato puree can be stored and used again at a later date. The largest cost was the hall hire, so if there's a way to move the venue to the school hall, this might help for the future, although Jo may not want to be involved. She was great and is an asset to be used in the village.

Appendix E

Bank Reconciliation

Balance at 31.12.2025					£491,391.06
Uncleared payments from previous period					£1,384.82
					£490,006.24
Income					£7,682.32
					£497,688.56
Less Expenditure (Chqs, Online Pmts + D/Ds)					£20,207.85
					£477,480.71
Represented by:					
Balance in Current Account					£3,457.74
Balance in Lloyds Bank Deposit Account					£41,114.08
Balance in Unity Trust Bank Deposit Account					£117,142.53
Balance in Nationwide Deposit Account					£118,654.07
Balance in Cambridge Building Society					£86,255.45
Balance in Lloyds Bank Deposit Account - Speedwatch					£658.74
Balance in Lloyds Bank Deposit Account - Lakenheath Times					£13,011.20
Balance in Lloyds Bank Deposit Account - Street Lighting					£98,508.96
					£478,802.77
Less Payments not Presented					
HMRC					£1,322.06
					£1,322.06
					£477,480.71

Expenditure approved

Date	Transaction	Payee	Description of Supply	Amount	Power*
Receipts					
28.01.2026		East Suffolk Council	Active Lakenheath	£2,925.00	
January			Lakenheath Times Advertising	£2,712.00	
January			Interest Payments	£255.32	
January			Cemetery Cottage Rent	£950.00	
January			Cemetery Fees	£840.00	
Payments Made					
05.02.2026	Debit Card	Amazon	Paper, Envelopes & Parcel Tape	£13.77	
09.02.2026	Debit Card	Amazon	Gaffer Tape	£18.90	
11.02.2026	Online	Lakenheath Scout Group	£137 Grant	£1,828.00	
16.02.2026	Direct Debit	EDF Energy	Electricity - Cemetery Chapel	£55.23	7
17.02.2026	Direct Debit	Lloyds Bank Plc	Bank Charges	£8.50	
17.02.2026	Debit Card	Lakenheath News	Debit Card used in Error - Corrected 19.02.2	£23.93	
23.02.2026	Debit Card	Amazon	Litter Picking Rings & Bin Bags	£224.01	
25.02.2026	Online	Staff	Salary Payments - February	£4,920.96	1
05.03.2026	Direct Debit	British Gas	Electricity - Public Toilets	£79.76	41
06.03.2026	Online	BT Payment Services	Parish Office Telephone & Broadband	£77.93	
06.03.2026	Online	Elveden Farms Ltd	Christmas Tree	£375.00	11
06.03.2026	Online	Atkins Dellow Solicitors	Professional Fees - Cemetery Land	£693.60	7
06.03.2026	Online	Clr N Smith	Royal British Legion & Lakenheath in Blom	£20.60	36
06.03.2026	Online	xlpres	Lakenheath Times - Spring 2026 Edition	£3,304.00	34
06.03.2026	Online	Clr D Smith (reimbursement)	Ink Cartridges (Lakenheath Times Editor)	£18.00	34
06.03.2026	Online	RH Landscapes & Maintenance Services Ltd	Memorial Garden	£7,559.52	
			Stone for Borders	£180.00	7
06.03.2026	Online	J Chambers Connector	Ingredients & Equipment for Cooking	£151.53	
06.03.2026	Online	C Shimon RFO (reimbursement)	Paper & Ink Mileage & Parking to return Cemetery Documents to The Hold Ipswich	£139.27	
06.03.2026	Online	Lakenheath Peace Memorial	Annual Assembly Hall Hire	£72.00	32
06.03.2026	Online	Michael Murfet	Mole Catcher - Lakenheath Cemetery	£80.00	7
			Open & Closing Public Toilets & Cemetery	£354.09	41

Outturns

QUARTER 3

	Budget YTD 2025/26	Total YTD	Variance YTD	Cummulative YTD Variance £100/15%	Actuals 31/10/2025	Actuals 30/11/2025	Actuals 31/12/2025	Total for Q3	Quarterly Budget	Variance	Variance Explanation £100 / 15%
Receipts											
Precept / LCSG	£142,687.50	£190,250.00	£47,562.50	Precept is one annual receipt	£0.00	£0.00	£0.00	£0.00	£47,562.50	£47,562.50	Precept is one annual receipt
Cemetery	£2,250.00	£5,582.00	£3,332.00	More Burials	£120.00	£480.00	£1,320.00	£1,920.00	£750.00	£1,170.00	More Burials
Other (inc Interest, VAT, Cottage Rent & LT Advertising)	£35,250.00	£64,986.91	£29,736.91	VAT is one annual receipt	£2,255.84	£10,077.41	£3,314.09	£20,647.34	£11,730.00	£8,897.34	VAT is one annual receipt
Total	£200,187.50	£260,818.91	£54,306.41	Annual Precept & VAT	£2,375.84	£10,557.41	£9,634.09	£22,567.34	£69,837.50	£46,270.15	Annual Precept & VAT
Payments											
Staff	£25,500.00	£25,910.37	£410.37	Pay Increase Agreed	£3,029.85	£2,622.93	£3,029.85	£8,682.63	£8,500.00	£182.63	Pay Increase Agreed
Village Keeping	£11,250.00	£5,725.00	£-5,525.00	More Cuts Required in Spring	£600.00	£925.00	£0.00	£1,525.00	£3,750.00	£-2,225.00	More Cuts Required in Spring
Cottage/Chapel	£3,750.00	£709.40	£-3,040.60	No Further Works Planned	£186.72	£64.98	£65.02	£316.72	£1,250.00	£-933.28	No Further Works Planned
Cemetery	£11,250.00	£9,604.12	£-1,645.88	Major Works Planned Q4	£80.00	£2,514.74	£2,234.17	£4,828.91	£3,750.00	£1,078.91	Includes Billy Goat Vacuum
Street Lighting	£87,000.00	£19,146.67	£-67,853.33	Streetlight Upgrades Ongoing includes Audit Fee & Email Changeover	£2,808.72	£0.00	£857.44	£3,666.16	£29,000.00	£-25,333.84	Streetlight Upgrades Ongoing includes Audit Fee & Email Changeover
Admin	£3,375.00	£3,777.03	£402.03	Insurances paid H1	£1,103.99	£128.44	£437.35	£1,659.78	£1,125.00	£534.78	Insurances paid H1
Insurance	£3,000.00	£3,149.07	£149.07	Annual subscriptions paid	£2,394.16	£0.00	£0.00	£2,394.16	£1,000.00	£1,394.16	Majority of Subscriptions paid in Q1
Subscriptions	£900.00	£1,155.82	£255.82	Training open to all	£0.00	£0.00	£0.00	£0.00	£300.00	£-300.00	Training open to all
Training	£375.00	£0.00	£-375.00	Larger Newsletters offset by Advertising Revenue	£0.00	£0.00	£0.00	£0.00	£125.00	£-125.00	Larger Newsletters offset by Advertising Revenue
Newsletter	£9,000.00	£11,354.94	£2,354.94	Grants Applicants Welcomed	£254.93	£0.00	£4,065.00	£4,319.93	£3,000.00	£1,319.93	Grants Applicants Welcomed
Grants	£9,000.00	£1,771.84	£-7,228.16	Works Planned Q4	£0.00	£0.00	£1,000.00	£1,000.00	£3,000.00	£-2,000.00	Works Planned Q4
Playground	£18,750.00	£3,035.31	£-15,714.69	Less Expenditure Q4	£0.00	£0.00	£450.00	£450.00	£6,250.00	£-5,800.00	Offset H1
Village Facilities	£13,125.00	£12,798.19	£-326.81	Funds available for repairs/trees	£1,748.61	£848.89	£2,715.86	£5,318.36	£4,375.00	£938.36	Funds available for repairs/trees
St Mary's	£7,500.00	£305.67	£-7,194.33	Street Lighting VAT Paid Q4	£0.00	£0.00	£0.00	£0.00	£2,500.00	£-2,500.00	Street Lighting VAT Paid Q4
VAT	£30,000.00	£8,745.40	£-21,254.60	Fees Due Q4	£910.49	£650.13	£7,091.73	£9,661.35	£10,000.00	£-6,338.65	Planning Consultation Fees
Professional Fees	£7,500.00	£4,588.68	£-2,911.32	More work to be completed in Q4	£0.00	£0.00	£4,588.68	£4,588.68	£2,500.00	£2,088.68	More work to be completed in Q4
Neighbourhood Plan	£6,750.00	£0.00	£-6,750.00	More work to be completed in Q4	£0.00	£0.00	£0.00	£0.00	£2,250.00	£-2,250.00	More work to be completed in Q4
Trees	£4,500.00	£3,000.00	£-1,500.00	More Expenditure due in Q1	£0.00	£0.00	£0.00	£0.00	£1,500.00	£-1,500.00	More Expenditure due in Q1
Green Spaces	£375.00	£4.99	£-370.01	Ongoing Project	£2,664.79	£2,324.20	£2,642.52	£7,631.51	£8,775.00	£-1,143.49	Ongoing Project
Active Lakenheath	£26,325.00	£19,819.31	£-6,505.69	Street Lighting Upgrades Due Q4	£15,762.26	£10,038.31	£20,167.62	£50,038.19	£93,075.00	£-43,036.81	Street Lighting Upgrades Due Q4
Total	£279,225.00	£134,601.81	£-144,623.19								

Risk Assessment

Topic	Risk Identified	Risk Level H/M/L	Management of Risk	Staff Action
Precept	Not submitted	L	Full PC Minute - DC follow up	Diary
	Not paid by DC	L	Check & report to PC	Diary
	Adequacy of precept	M	Monthly listing of expenditure	Diary
Other Income	Cash handling	L	Cash handling is avoided, but where necessary - appropriate controls are in place	Annual Review of documented controls
	Loss through theft or dishonesty	L	Insurance cover review ensure adequacy of Fidelity guarantee insurance	Diary
	From cemetery	L	Burial Register updated for grave allocations. Check of burial register to invoices to undertakers. Check of memorial fees work dockets to receipts	Member to verify
Salaries	Wrong salary/hours/rate paid	L	Check salary to minute, check hours and rate of contract	Member to verify
	Wrong deductions NI and Income tax	L	Check to PAYE calculations	Member to verify
Direct Costs and Overhead Expenses	Goods not supplied to council	L	Follow up on all orders	Approval check
	Invoiced incorrectly calculated or recorded	L	Check arithmetic on invoices & perform bank reconciliations on monthly basis	Member to verify
	Cheque or Bank Payment payable is excessive or to wrong party	M	Signatory initials stub & voucher	Approval check
Grants & Support	No power to pay or no evidence of agreement Council to pay	L	Minute Council agreement with the power used to authorise payment	Member to verify
	Conditions agreed	L	Agree and document any reasonable conditions	RFO check
Election Costs	Invoice at agreed rate	L	RFO check and consider budget	RFO verify
VAT	VAT analysis	L	All items in cash book lists	RFO verify
	Charged on purchases	L	Consider all items per cash book	RFO verify
	Claimed within time limits	L	Agree returns submitted	RFO verify
Reserves - General	Adequacy	L	Consider at budget setting	RFO opinion
Reserves - Earmarked	Adequacy	L	Consider at budget and review of final accounts	RFO opinion
	Unidentified Earmarked or contingent liability	L	Review minutes	RFO/Member view
Assets	Loss, damage etc.	M	Annual inspection, update insurance & asset registers	Diary
	Risk or damage to third party property or individuals	M	Review adequacy of Public Liability Insurance	Diary
Staff	Loss of key personnel (clerk)	L	Hours, health, stress, training, long term sick, early departure - risk monitored and managed as appropriate	RFO/Member view
	Fraud by staff	L	Fidelity Guarantee value appropriately set	Council to review annually
Loss	Consequential loss due to critical damage or third party performance	L	Review adequacy of Insurance cover	Diary
Maintenance (inc. Cemetery, Village Green & Play area)	Reduced value of assets or amenities - loss of income or performance	M	Maintenance/Inspection programme	Diary
Legal Powers	Illegal activity or payment	H	Educate Council as to their legal powers	Diary
Financial Records	Inadequate records	L	RFO/clerk check regularly + internal audit review	Diary
Minutes	Accurate and legal	L	Review at following meeting	Diary
Members Interests	Conflict of interest	M	Declarations of interest to be documented/minuted and any conflict addressed as appropriate	Diary

LAKENHEATH PARISH COUNCIL ASSETS

Asset Description	Basis of Valuation	31/03/2022 Value £	31/03/2023 Value £	31/03/2024 Value £	31/03/2025 Value £	31/03/2026 Value £
Cemetery						
Community Asset - Lakenheath Cemetery	N/V	£1.00	£1.00	£1.00	£1.00	£1.00
Cemetery Cottage	Insur Val	£258,273.50	£258,273.50	£258,273.50	£258,273.50	£258,273.50
Cemetery Chapel	Insur Val	£135,286.12	£135,286.12	£135,286.12	£135,286.12	£135,286.12
Compton 7 Garage	In/V	£5,564.00	£5,564.00	£5,564.00	£5,564.00	£5,564.00
Shiplap Garage	In/V	£1,744.68	£1,744.68	£1,744.68	£1,744.68	£0.00
Base for Shiplap Garage	In/V	£984.00	£984.00	£984.00	£984.00	£0.00
Wrought Iron Memorial Cemetery Gates	In/V	£2,283.55	£2,283.55	£2,283.55	£2,283.55	£2,283.55
Perimeter Fencing & Gates to Cemetery Grounds	In/V	£4,116.50	£4,116.50	£4,116.50	£4,116.50	£4,116.50
Fencing to Cemetery Cottage Garden	In/V	£6,309.44	£6,309.44	£6,309.44	£6,309.44	£6,309.44
Land						
Land at Maids Cross Hill	Land Registry	£1.00	£1.00	£1.00	£1.00	£1.00
Land at Village Sign	Land Registry	£1.00	£1.00	£1.00	£1.00	£1.00
Monuments / Signs						
War Memorial	In/V	£57,631.32	£57,631.32	£57,631.32	£57,631.32	£57,631.32
Village Sign	In/V	£1,449.86	£1,449.86	£1,449.86	£1,449.86	£1,449.86
Play Area						
Two Seat Multi Swing with Safety Tiles Under						
Two Seat Cradle Swing with Safety Tiles Under						
6 Tee Barrier Rails						
Toilet block	InsurVal	£18,060.07	£18,060.07	£18,060.07	£18,060.07	£0.00
Perimeter Fencing & 2 self closing gates at playground	In/V	£2,247.32	£2,247.32	£2,247.32	£2,247.32	£2,247.32
Safety Barriers in Car Park	In/V	£1,214.95	£1,214.95	£1,214.95	£1,214.95	£0.00
Safety Surfaces in Play Area	In/V	£4,845.23	£4,845.23	£4,845.23	£4,845.23	£4,845.23
Skatelite Pro Riding Surface (written down in value 31/3/05)	In/V	£4,866.00	£4,866.00	£4,866.00	£4,866.00	£0.00
2 Litter Bins	In/V	£311.58	£311.58	£311.58	£311.58	£311.58
Wicksteed Wild Cat Cableway Seat & Chain Assembly	In/V	£127.00	£127.00	£127.00	£127.00	£127.00
Play Area Litter Bins x 3	In/V	£1,148.67	£1,148.67	£1,148.67	£1,148.67	£1,148.67
Rope Swing	In/V	£139.00	£139.00	£139.00	£139.00	£139.00
Litter Bin and fixings	In/V	£482.44	£482.44	£482.44	£482.44	£482.44
Diabolo Multiplay unit	In/V	£7,476.00	£7,476.00	£7,476.00	£7,476.00	£7,476.00
Diabolo Multiplay unit	In/V	£13,759.00	£13,759.00	£13,759.00	£13,759.00	£13,759.00
Double Perch unit	In/V	£2,946.00	£2,946.00	£2,946.00	£2,946.00	£2,946.00
Speed Gyro						
Speed Gyro	In/V	£2,912.00	£2,912.00	£2,912.00	£2,912.00	£2,912.00
Hiphop unit	In/V	£3,655.00	£3,655.00	£3,655.00	£3,655.00	£3,655.00
Metal Rope End Swing	In/V	£4,978.00	£4,978.00	£4,978.00	£4,978.00	£4,978.00
Adult gym equipment	In/V		£14,938.35	£14,938.35	£14,938.35	£14,938.35
2x metal Signs for Play area	In/V	£60.00	£60.00	£60.00	£60.00	£60.00
Seats						
2 Wayside Seats	In/V	£1,061.61	£1,061.61	£1,061.61	£1,061.61	£1,061.61
Hardwood Seat	In/V	£445.12	£445.12	£445.12	£445.12	£445.12
3 Wayside Seats	In/V	£2,003.04	£2,003.04	£2,003.04	£2,003.04	£2,003.04
Hengrove Seat	In/V	£694.76	£694.76	£694.76	£694.76	£694.76
Wooden Bench in Cemetery	In/V	£374.50	£374.50	£374.50	£374.50	£374.50
One Hardwood Seat in Cemetery (Donated but for Insurance Valuation)	R/V	£500.00	£500.00	£500.00	£500.00	£500.00
Bench Opposite Quayside Court	In/V	£360.00	£360.00	£360.00	£360.00	£360.00
2 Iroku Benches with Jubilee Plate Inserts	In/V	£970.00	£970.00	£970.00	£970.00	£970.00
Commemorative Bench - Wingfield Road	In/V	£312.46	£312.46	£312.46	£312.46	£312.46
WWI Commemorative Bench	In/V	£905.50	£905.50	£905.50	£905.50	£905.50
Pic-Nic Bench x 3 - Children's Play Area	In/V	£671.70	£671.70	£671.70	£671.70	£671.70
WW2 Memorial Bench (playingfields)	In/V	£905.50	£905.50	£905.50	£905.50	£0.00
Notice Boards						
Notice Board - Woodlands	In/V	£963.60	£963.60	£963.60	£963.60	£963.60
Trojan Notice Board	In/V	£686.50	£686.50	£686.50	£686.50	£686.50
Notice Board - Eriswell Road	In/V	£963.60	£963.60	£963.60	£963.60	£963.60
Notice Board - Cemetery	In/V	£963.60	£963.60	£963.60	£963.60	£963.60
Notice Board - Briscoe Way	In/V	£963.60	£963.60	£963.60	£963.60	£963.60
Notice Board - Wings Road	In/V	£963.60	£963.60	£963.60	£963.60	£963.60
Wooden Noticeboard - Cemetery	In/V	£1,036.50	£1,036.50	£1,036.50	£1,036.50	£1,036.50
Machinery & Tools						
AX19 UXU John Derre Gator XUV 865M Utility Vehicle	In/V	£17,533.33	£17,533.33	£17,533.33	£17,533.33	£17,533.33
Platform Tower And Domestic Adjustable bases	In/V	£497.00	£497.00	£497.00	£497.00	£497.00
Einhell Multi Tool	In/V				£274.98	£274.98
Einhell Battery & Charger	In/V				£133.30	£133.30
Einhell Leaf Blower / Vac	In/V				£116.65	£116.65
Billy Goat Vacuum	In/V					£2,154.17
Street Lighting						
228 Street Lighting Columns Maintained under Suffolk CC Contract						
Replacement Cost of Columns & Lanterns as at 31/3/06 - £270 per unit	In/V	£66,980.78	£66,980.78	£66,980.78	£66,980.78	£66,980.78
Office Contents, Machinery Etc						
Parish Telephone	R/V	£0.00	£28.29	£28.29	£28.29	£0.00

Packard Bell Laptop		In/V	£306.65	£306.65	£306.65	£306.65	£0.00
Microsoft Office Package		In/V	£99.99	£99.99	£99.99	£99.99	£0.00
Laminator		In/V	£10.00	£10.00	£10.00	£10.00	£10.00
Heater		In/V	£11.00	£11.00	£11.00	£11.00	£0.00
Paper Trimmer		In/V	£9.99	£9.99	£9.99	£9.99	£9.99
Hole Punch		In/V	£17.64	£17.64	£17.64	£17.64	£17.64
10 sheet Cross cut paper Shredder		In/V	£69.99	£69.99	£69.99	£69.99	£69.99
Laptop with Microsoft Office		In/V	£374.16	£374.16	£374.16	£374.16	£0.00
Office Double Door Cupboards		In/V	£288.42	£288.42	£288.42	£288.42	£288.42
Public Graves Register		In/V	£176.00	£176.00	£176.00	£176.00	£176.00
Grant of Exculsive Rights of Burial Receipt book		In/V	£110.00	£110.00	£110.00	£110.00	£110.00
Laser Printer		In/V	£186.64	£186.64	£186.64	£186.64	£0.00
Office Fridge		In/V		£33.32	£33.32	£33.32	£0.00
Office kettle		In/V		£11.87	£11.87	£11.87	£0.00
Fans		In/V		£90.00	£90.00	£90.00	£90.00
Hazard Cabinet		In/V		£170.83	£170.83	£170.83	£0.00
Tascam Portable Audio Recorder		In/V		£93.00	£93.00	£93.00	£93.00
Lenova laptop (RFO)		In/V		£440.00	£440.00	£440.00	£440.00
Epson Home Printer XP4150		In/V		£64.99	£64.99	£64.99	£0.00
Flameproof cabinet		In/V		£204.99	£204.99	£204.99	£204.99
Key Cabinet		In/V			£21.96	£21.96	£21.96
Voice Recorder		In/V			£33.49	£33.49	£33.49
HP Printer		In/V			£55.00	£55.00	£55.00
Epson Printer ET-3850		In/V				£296.94	£296.94
Toshiba Laptop		In/V				£99.96	£0.00
Toshiba Laptop (Lakenheath Times)		In/V				£99.96	£99.96
Dell Laptop & Mouse (Chairman)		In/V					£181.69
Floor Fan		In/V					£42.46
Dell Laptop (Clerk)		In/V					£340.00
Miscellaneous							
Grit Bin		In/V	£170.00	£170.00	£170.00	£170.00	£170.00
6 Litter Pickers		In/V	£20.90	£20.90	£20.90	£20.90	£20.90
Security System + Extension + Fobs (2)		In/V	£700.00	£700.00	£700.00	£700.00	£700.00
Speedar Speed Detector Gun		In/V	£995.00	£995.00	£995.00	£995.00	£0.00
Water Sprayer		In/V	£10.00	£10.00	£10.00	£10.00	£10.00
Dog Bin - Maids Cross Way		In/V	£123.00	£123.00	£123.00	£123.00	£123.00
Hand Towel Dispenser - Cemetery Toilet		In/V	£16.29	£16.29	£16.29	£16.29	£0.00
Phone Box - Opposite Quayside		N/V	£1.00	£1.00	£1.00	£1.00	£1.00

Phone Box - Outside Library		N/V	£1.00	£1.00	£1.00	£1.00	£1.00
CCTV Camera, Rechargeable Batteried & Stickers		In/V	£17.95	£17.95	£17.95	£17.95	£17.95
Emergency Planning Group Equipment		In/V	£177.96	£177.96	£177.96	£177.96	£177.96
Beacon		In/V	£151.30	£151.30	£151.30	£151.30	£151.30
Bug Zapper		In/V	£15.68	£15.68	£15.68	£15.68	£15.68
Voice Recorder (Speedwatch)		In/V	£24.91	£24.91	£24.91	£24.91	£24.91
Grit Bin (Warners Reach)		In/V	£114.84	£114.84	£114.84	£114.84	£114.84
Stone for WWI Commemoration (playingfields)		In/V	£220.83	£220.83	£220.83	£220.83	£0.00
Panel for WWI Memorial (playingfields)		In/V	£150.00	£150.00	£150.00	£150.00	£0.00
Vandalproof Toilet Roll Dispensers (play area)		In/V	£20.90	£20.90	£20.90	£20.90	£0.00
8 x Litter Pickers		In/V	£20.81	£20.81	£20.81	£20.81	£20.81
Speedwatch Hi-Viz Jackets		In/V		£255.92	£255.92	£255.92	£255.92
Christmas Decorations		In/V		£440.65	£440.65	£440.65	£440.65
Flags & Flag Poles		In/V		£110.03	£110.03	£110.03	£110.03
Bunting		In/V		£129.97	£129.97	£129.97	£129.97
Bushnell Velocity Speed camera		In/V		£179.95	£179.95	£179.95	£179.95
Rechargeable battery pack and recharger for Speed Camera		In/V		£47.97	£47.97	£47.97	£47.97
Chain of Office		In/V			£579.17	£579.17	£579.17
Speed Indicator Device		In/V			£4,369.00	£4,369.00	£4,369.00
Litter Picking Hoops		In/V			£137.80	£137.80	£137.80
Litter Picking Hoops		In/V			£23.99	£23.99	£23.99
HiViz Vests		In/V			£27.96	£27.96	£27.96
Garden Gloves		In/V			£13.64	£13.64	£13.64
Speed Indicator Device		In/V				£4,636.00	£4,636.00
Lakenheath Times Dump Bins x 4		In/V					£324.52
Christmas Decorations		In/V					£358.14
GRAND TOTAL			£648,243.38	£665,483.51	£670,745.52	£676,403.31	£649,238.37

Acquisitions During Year							
Dell Laptop & Mouse							£181.69
Floor Fan							£42.46
Dell Laptop							£340.00
Lakenheath Times Dump Bins x 4							£324.52
Christmas Decorations							£1,201.21
Billy Goat Vacuum							£2,154.17

Disposals During Year							
INUSRED BY ANOTHER PARTY, SOLD, LOST OR BROKEN							
Packard Bell Laptop	In/V	£306.65	£306.65	£306.65	£306.65	£306.65	£0.00
Microsoft Office Package	In/V	£99.99	£99.99	£99.99	£99.99	£99.99	£0.00
Parish Telephone	R/V	£0.00	£28.29	£28.29	£28.29	£28.29	£0.00
Office Fridge	In/V		£33.32	£33.32	£33.32	£33.32	£0.00
Shiplap Garage	In/V	£1,744.68	£1,744.68	£1,744.68	£1,744.68	£1,744.68	£0.00
Base for Shiplap Garage	In/V	£984.00	£984.00	£984.00	£984.00	£984.00	£0.00
Hand Towel Dispenser - Cemetery Toilet	In/V	£16.29	£16.29	£16.29	£16.29	£16.29	£0.00
Safety Barriers in Car Park (Playingfields Assoc)	In/V	£1,214.95	£1,214.95	£1,214.95	£1,214.95	£1,214.95	£0.00
Stone for WWI Commemoration (Playingfields Assoc)	In/V	£220.83	£220.83	£220.83	£220.83	£220.83	£0.00
Panel for WWI Memorial (Playingfields Assoc)	In/V	£150.00	£150.00	£150.00	£150.00	£150.00	£0.00
Vandalproof Toilet Roll Dispensers (Playingfields Assoc)	In/V	£20.90	£20.90	£20.90	£20.90	£20.90	£0.00
Speedar Speed Detector Gun	In/V	£995.00	£995.00	£995.00	£995.00	£995.00	£0.00
Laptop with Microsoft Office	In/V	£374.16	£374.16	£374.16	£374.16	£374.16	£0.00
Heater	In/V	£11.00	£11.00	£11.00	£11.00	£11.00	£0.00
Office kettle	In/V		£11.87	£11.87	£11.87	£11.87	£0.00
Hazard Cabinet	In/V		£170.83	£170.83	£170.83	£170.83	£0.00
Epson Home Printer XP4150	In/V		£64.99	£64.99	£64.99	£64.99	£0.00
Laser Printer	In/V	£186.64	£186.64	£186.64	£186.64	£186.64	£0.00
Toshiba Laptop	In/V					£99.96	£0.00
Toilet block (Playingfields Assoc)	InsurVal	£18,060.07	£18,060.07	£18,060.07	£18,060.07	£18,060.07	£0.00
Skatelite Pro Riding Surface (Playingfields Assoc)	In/V	£4,866.00	£4,866.00	£4,866.00	£4,866.00	£4,866.00	£0.00
WW2 Memorial Bench (Playingfields Assoc)	In/V	£905.50	£905.50	£905.50	£905.50	£905.50	£0.00

Appendix F

The cemetery is looking busy at present as our contractors are putting the finishing touches to the new Memorial Garden.

The Memory Tree has been ordered, together with two new benches. More information will follow when we are nearer completion.

The cemetery team have also been busy clearing the old Christmas floral tributes in readiness for general maintenance and grass cutting.

The entrance gates new flower beds have been planted and are showing signs of buds and flowers and we hope this will make a more welcoming entrance to the cemetery.

Unfortunately, the wild life is back and again causing problems but this in hand and being monitored.

Appendix G

Lakenheath Parish Council Planning Sub Committee

Notes from the meeting held on FEBRUARY 18th, 2026, at 9.30 am.

Location: Parish Council Office

The members of the Planning Committee are Cllr W Overy (Chairman), Cllr A Gyte, Cllr N Smith, Cllr G Kelly

SOURCE: PLANNING PORTAL 14.02.2026

1. Apologies and Declarations of Interest
2. Members of the public may speak about an item on the agenda (3 minutes limit)
3. To consider the following requests for consultation

A [Trees in a conservation area notification - one Leylandii \(T1 on plan\) fell, three Leylandii \(T2, T3 and T4 on plan\) reduce to 3.5 metres above ground level, one Ash \(T5 on plan\) pollard to five metres above ground level, one Ash \(T6 on plan\) four metres overall crown reduction](#)

Ref. No: DC/26/0125/TCA 88 High Street Lakenheath Suffolk IP27 9DS

Expires 20.02.2026

TO PORTAL 19.02.2026 : Lakenheath Parish Council Planning Committee met on 18.02.2026 to consider this application

Decision: Approve

B. [Reserved Matters Application - submission of details under outline planning permission \(part 2\) of DC/14/2096/HYB - a. appearance, layout, landscaping and scale of development for 375 dwellings, together with Suitable Alternative Natural Greenspace, open space, sustainable drainage features and associated infrastructure](#)

Ref. No: DC/25/1153/RM Land Off Station Road Station Road Lakenheath Suffolk

Expires 26.02.2026 GK to ask Ian Poole to look at. Reminder sent 19.02.2026

C. [Planning application - Retention of mobile home to be occupied as permanent dwelling](#)

Ref. No: DC/25/2034/FUL Apollo Stables Undley Road Lakenheath Suffolk IP27 9BX

Expires 05.03.2026

TO PORTAL 19.02.2026 Lakenheath Parish Council Planning Committee met on 18.02.2026 to consider this application

Decision: Approve, please note that this is a very exceptional circumstance and does not set a precedent.

Appendix H

Lakenheath Parish Council Traffic Report Eriswell Road January 2026

On 28 June 2024 at 11:00 the new SID was installed on the B1112 on the pole located on Eriswell Road. The SID was positioned just after the entrance to the pavilion to monitor traffic coming into Lakenheath from Lords Walk.

The measurement point is 740m past the point where the 30MPH zone starts

Traffic Report From 02/01/2026 20:00:00 through 31/01/2026 23:59:59

85th Percentile Speed = 29.7 MPH
 85th Percentile Vehicles = 86,352 counts
 Max Speed = 85.0 MPH on 18/01/2026 22:45:00
 Total Vehicles =101,591 counts
 AADT: 3483.1

Volumes - weekly vehicle counts

Speed
 Speed Limit: 30 MPH
 85th Percentile Speed: 29.7 MPH
 50th Percentile Speed: 26.4 MPH
 10 MPH Pace Interval: 20.0 MPH to 30.0 MPH
 Average Speed: 26.1 MPH

No. of overspeed vehicles exceeding 35mph

Hour Monday Tuesday Wednesday Thursday Friday Saturday Sunday

0 - 1	2	7	5	10	16	9	6
2 - 2	0	7	8	4	7	13	3
2 - 3	1	4	4	3	2	5	4
3 - 4	3	2	3	8	5	7	0
4 - 5	1	8	2	4	3	4	2
5 - 6	10	20	21	19	19	10	1
6 - 7	8	15	16	14	14	10	7
7 - 8	5	20	13	23	10	29	12
8 - 9	7	9	9	9	6	16	20
9 - 10	8	6	10	10	9	12	8
10 - 11	13	8	5	12	11	14	12
11 - 12	3	15	16	16	7	9	12
12 - 13	7	12	17	9	14	20	16
13 - 14	15	6	12	8	11	18	9
14 - 15	8	8	13	10	9	12	10
15 - 16	9	8	9	6	9	15	9
16 - 17	4	7	7	4	13	14	7
17 - 18	7	4	9	5	6	10	11
18 - 19	14	11	8	9	14	21	8
19 - 20	11	6	10	12	22	14	9
20 - 21	8	9	14	10	26	16	13

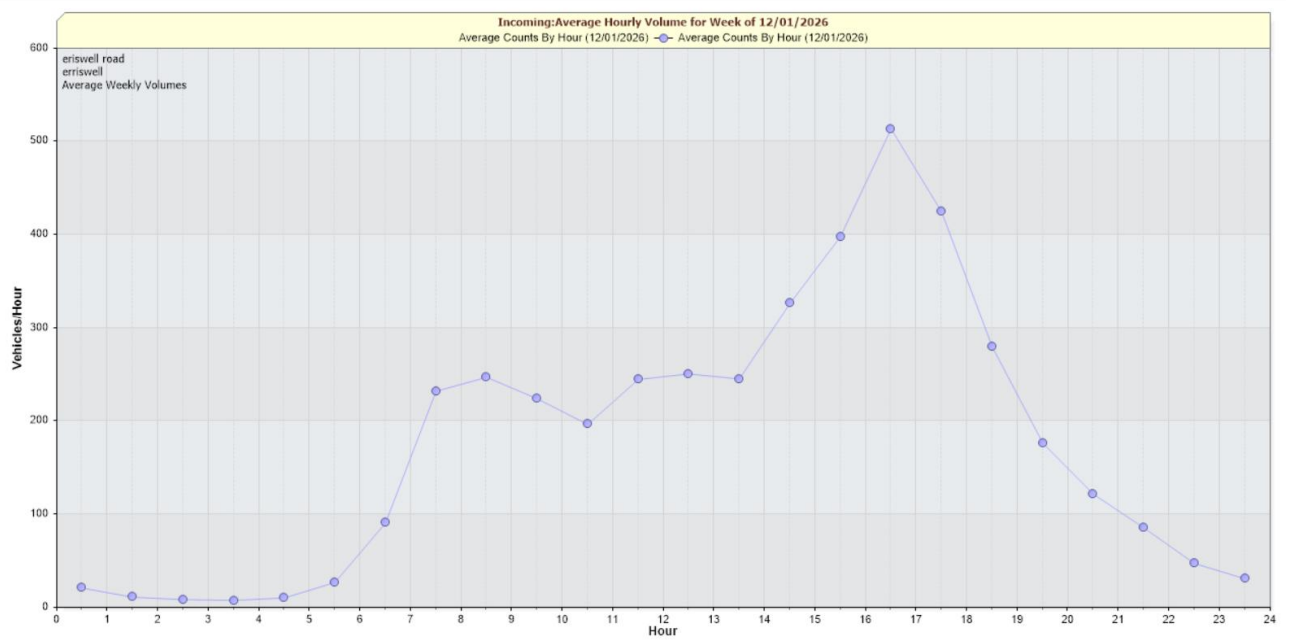
21 -	17	15	9	9	17	10	19
22 -	8	10	13	7	12	14	11
23 -	3	5	8	15	11	8	8
24							
Totals	172	222	241	236	273	310	217

Average hourly volume heading in to Lakenheath from Lords Walk

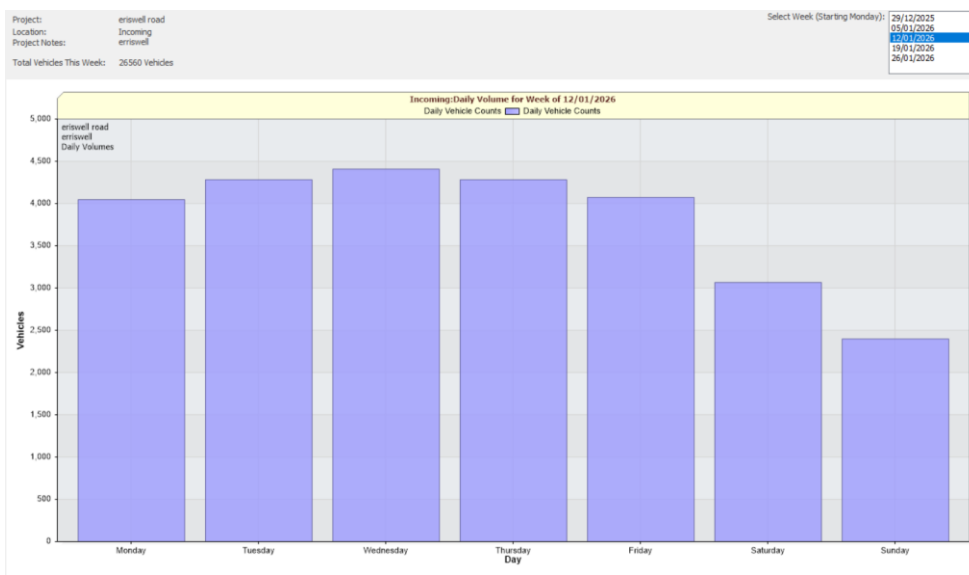
Project: eriswell road
 Location: Incoming
 Project Notes: eriswell

Enable Comparisons: 05/01/2026
 12/01/2026
 19/01/2026

Select Week (Starting Monday): 29/12/2025
 05/01/2026
 12/01/2026
 19/01/2026
 26/01/2026



Typical daily volumes heading in to Lakenheath from Lords Walk



Lakenheath Parish Council Traffic Report Station Road January 2026

On 15 June 2023 at 10:00 the new SID was installed on the B1112 on the pole located on Station Road. The SID was positioned to monitor traffic coming into Lakenheath from Wangford.

For the most effective use of the Solar PV panel, and safe access for operations personnel, a pole should be erected at <https://what3words.com/shun.petty.plank> and the SID and PV moved to this location. Safe access to SID via Woodlands Drive.

TRAFFIC ANALYSIS REPORT For Project: station road 1

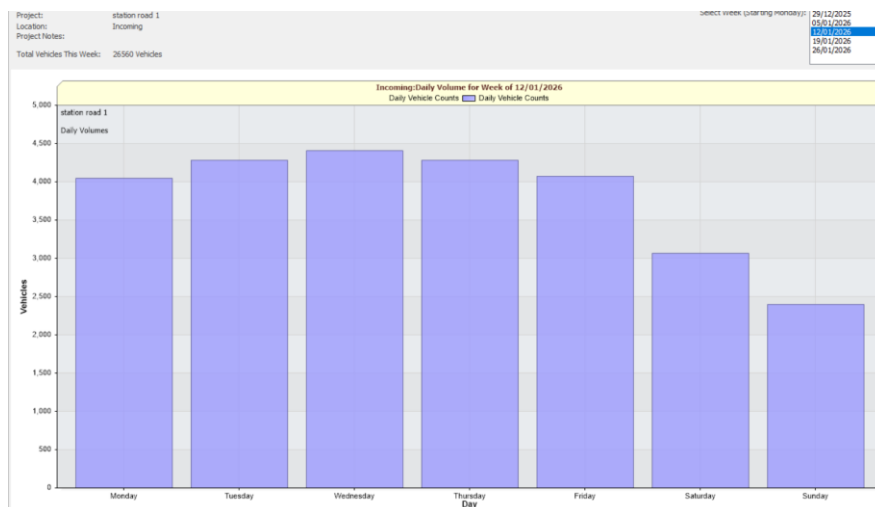
Projects Notes/Address:
Location/Name: Incoming
Report Generated: 10/02/2026 13:12:07
Speed Intervals = 5 MPH
Time Intervals = Instant

Traffic Report From 02/01/2026 20:00:00 through 31/01/2026 23:59:59

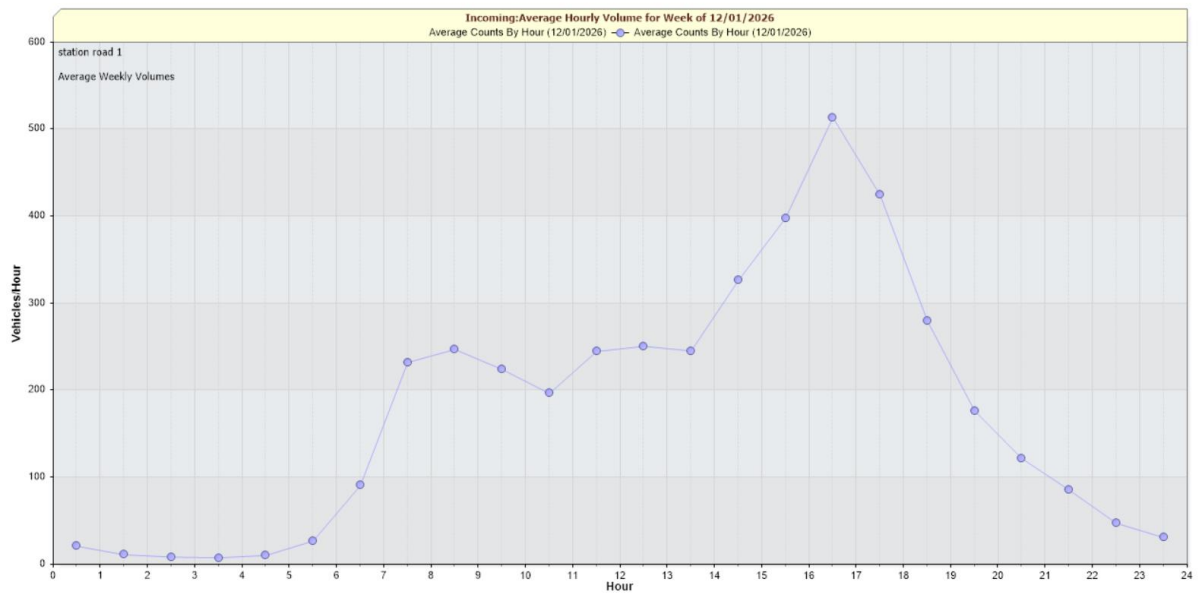
85th Percentile Speed = 29.7 MPH
85th Percentile Vehicles = 86,352 counts
Max Speed = 85.0 MPH on 18/01/2026 22:45:00
Total Vehicles =101,591 counts
AADT: 3483.1

Volumes - weekly vehicle counts
Speed
Speed Limit: 30 MPH
85th Percentile Speed: 29.7 MPH
50th Percentile Speed: 26.4 MPH
10 MPH Pace Interval: 20.0 MPH to 30.0 MPH
Average Speed: 26.1 MPH

Typical Daily Values heading from Lakenheath th Wangford Road



Average hourly volumes heading into Lakenheath from Wangford



Exceeding Speed of 35MPH (Speedwatch threshold) –January 2026

Hour	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
0 - 1	2	7	5	10	16	9	6
2 - 2	0	7	8	4	7	13	3
2 - 3	1	4	4	3	2	5	4
3 - 4	3	2	3	8	5	7	0
4 - 5	1	8	2	4	3	4	2
5 - 6	10	20	21	19	19	10	1
6 - 7	8	15	16	14	14	10	7
7 - 8	5	20	13	23	10	29	12
8 - 9	7	9	9	9	6	16	20
9 - 10	8	6	10	10	9	12	8
10 - 11	13	8	5	12	11	14	12
11 - 12	3	15	16	16	7	9	12
12 - 13	7	12	17	9	14	20	16
13 - 14	15	6	12	8	11	18	9
14 - 15	8	8	13	10	9	12	10
15 - 16	9	8	9	6	9	15	9
16 - 17	4	7	7	4	13	14	7
17 - 18	7	4	9	5	6	10	11
18 - 19	14	11	8	9	14	21	8
19 - 20	11	6	10	12	22	14	9
20 - 21	8	9	14	10	26	16	13
21 - 22	17	15	9	9	17	10	19
22 - 23	8	10	13	7	12	14	11
23 - 24	3	5	8	15	11	8	8
Totals	172	222	241	236	273	310	217