



Lakenheath Parish Council
The Parish Office
98 High Street, Lakenheath IP27 9EW
Telephone: 01842 860598
Email: clerk@lakenheathparishcouncil.gov.uk

MINUTES

of the Meeting of Lakenheath Parish Council held on 5th January 2026 at the Methodist Church Hall, Back Street, Lakenheath

Present:

Cllr N Smith (Chairman)

Cllr G Kelly (Vice Chairman)

Cllr A Gyte

Cllr P Gyte

Cllr J Murfet

Cllr M Rowntree

Cllr D Smith

In attendance: N Glading (Parish clerk), C Shimmon (RFO), C/Cllr C Noble, three members of the public and R Keeble, Active Lakenheath Community Connector

See third column for approximate timings of items

2026/124	<p><u>Chairmans welcome, confirmation of recording and Apologies</u> Clerk to record for minutes only. Apologies had been received from Cllr I. Frost, Cllr W. Overy, J Chambers and V. Quamina (RAF Representative)</p>	1.04 to 1.48
2026/125	<p><u>DECLARATIONS of INTEREST</u> None</p>	
2026/126	<p><u>Public Participation: Representations from Members of the Public</u> Cllr Rowntree reported on behalf of a Lakenheath surgery member: relates to outside Lakenheath surgery on verge/ pavement. Request to site planters, to alleviate inconsiderate parking by surgery attendees and garage. LPC considered the request, however it was noted that the land does not belong to the Parish Council; it is the property of private landlords. Should individuals seek to site planters, It is necessary to also obtain a licence to site the planters from Suffolk County Council Highways. There are concerns over access for emergency vehicles. Lakenheath surgery member to be advised accordingly by Cllr Rowntree.</p>	2.09 to 10.04
2026/127	<p><u>Reports & Questions</u> (a) <u>Report from RAF representative</u>: not present, refer to <i>Appendix A</i> (b) <u>Report from West Suffolk District Councillor Gerald Kelly</u>:</p>	

	<p>The is a lot going on, opinions are being sought particularly over Local Government Reform, i.e. one unitary or three entities. Please give your opinions. Coming up is the Parish Councils Review, and both Active Lakenheath and the Pride in Place Programme.</p> <p>(c) <u>Report from Suffolk County Council Councillor Colin Noble</u> Council Tax proposal- to go up by 4.99%. Reserves disappeared through COVID. At the Lakenheath Men's Shed, the Active Lakenheath mini golf session was great success. I`m pleased about Pride in Place, a serious amount of money, additionally pleased with the work that you have done around your Neighbourhood Plan. The new school is being built after years of battling, I believe that this is the first time a school will be open prior to the housing being built. The last order of business in government was to comment on the capacity you have to deliver local government. Shadows in place May 2027. The new school opens in September 2026 Sadly, a previous well-known resident, Roger Crane, has passed away, his memorial service is on 15/01/2026.</p> <p>(d) <u>Report from Police representative</u>: not present (e) <u>Report on Active Lakenheath project</u> (Community Connectors)</p> <p>The Chairman welcomed Richard Keeble. Apologies from Jo Chambers.</p> <p>See Appendix B for the full Report</p>	<p>10.25 to 12.00</p> <p>14 mins (arrived late)</p> <p>12.22 to 17.40 See C Noble above</p>
2026/128	The Minutes of the Meeting held on 1 st December 2025 were unanimously CONFIRMED	
2026/129	Co-option of new Councillor - Sharon Di Giulio-Rowntree	
	<p>S. Di Giulio-Rowntree told the meeting that she is keen to become a parish councillor, she has lived here all her life, cares deeply about our community and can make a positive contribution. Proposed by Cllr Kelly Seconded by Cllr A Gyte It was unanimously RESOLVED to co-opt S. Di Giulio-Rowntree on to Lakenheath Parish Council. The Acceptance of Office form signed, and the Declaration of Interests form given for completion. Cllr N Smith welcomed Cllr Di Giulio-Rowntree to the Parish Council.</p>	<p>32.40 to 36.40</p>
2026/130	Financial Matters Appendix C	<p>37.08 to 42.35</p>

	(i) Payments for authorisation were unanimously AGREED . There were no questions. The RFO has moved monies around to better protect funds.	
	(ii) Bank reconciliation for month ending 30th November 2025: unanimously AGREED .	
	(iii) Setting of Precept for Financial Year 2026/27: the precept request was signed by the Chairman and clerk.	
	(iv) .gov email addresses: there remain two members who have not transferred to .gov addresses as previously agreed. To be resolved within the week.	
	(v) Assertion 10 requires a non-signatory councillor to be appointed to sign off the end of year review, oversee the RFO. Cllr A Gyte to review, assess and sign to confirm.	
2026/131	LPC Cemetery Committee	
	(i) The Report from the LPC Cemetery Committee was RECEIVED : the Cemetery Committee Report, read out by Cllr J Murfet. Appendix D	42.39 to 44.23
	(ii) The new flower beds at the Cemetery entrance are ready for planting. Cllr Di Giulio-Rowntree offered to plant appropriate foliage, in consultation with the clerk.	44.26 to 45.40
	(iii) The establishment purchase of a Memorial Tree at the (as yet not established) Remembrance Garden was considered see Appendix E (Lead: Cllr Rowntree) Affordability? Yes Cllr Murfet suggested a tree that she had found online, which was cheaper, leaves not engraved, names on plaques in the surrounding gravel. The RFO confirmed that it is currently circa £300 - £400 to buy a Cemetery plot. Procedure to be written. Cllr P Gyte thinks that this should include only one leaf per deceased person. Which type? Not decided. Proposed by Cllr Kelly : Councillors to take a little longer to consider, particularly the procedure for engraving. Cllr M Rowntree to be given delegated authority to progress the project, go back to suppliers A and B for specific quotes, establish the diameter of the tree and find out what other parish councils have a similar tree. Next meeting. It was RESOLVED to undertake further investigation; Councillors were mindful to approve the tree project. Cllr A Gyte will ask (Ian) from RH landscapes to produce a clear design of the Remembrance Garden which is to be distributed to all councillors, and a quotation. Next meeting. Cllr M Rowntree shared concerns about the width of the surrounding pathways as it would not be possible to accommodate a wheelchair, large buggy or electric scooter. Clerk to send out recommendations defined by the DDA. Next meeting.	45.41to 01.16

2026/132	<p>Governance</p> <p>(i) Protocol for Remembrance Event: Cllr N Smith to set up a meeting with all the members of the Royal British Legion management committee. Next meeting.</p> <p>(ii) Lakenheath Parish Council Financial Regulations were reviewed and AGREED.</p>	
2026/133	<p>Pride in Place Programme (PIPP)</p> <p>Cllr Kelly gave an update: The advertisement for Chair of the Board will be going out soon. The ideal number of board members is thought to be eight. By July 2026, all members will be sanctioned by the Ministry. Plan to be ready by end of 2026. The Neighbourhood Plan will be key, please encourage maximum input. Parking is likely to be a major issue.</p>	01.17 to 01.18.
2026/134	<p>Matters relating to West Suffolk Council Enforcement</p> <p>Cllr Kelly gave an update: There has been a third successful prosecution, awaiting a court date for the Lords Walk roundabout issue. The fines and legal fees are regarded as a business expense by the prosecuted business.</p>	01.18 to 01.20
2026/135	<p>Playground Report</p> <p>The Zip Line was identified by the inspector as high risk in the recent West Suffolk Council engineers report. Clerk had taken the decision to remove the seat and connected apparatus, rendering the facility closed until January 2026, when the authorised engineer will carry out both visible and necessary `hidden` repairs, e.g. worn brushes inside casing.</p>	01.20 to 01.21
2026/136	<p>Planning Matters Appendix F</p> <p>RECEIVED: the Notes from the LPC Planning Committee meeting held on 17th December 2025</p>	01.22 to 01.23
2026/137	<p>Reports</p> <p>Chairman/ Vice Chairman/ Clerk</p> <p>(i) Active Lakenheath: the Chair, Vice Chair and clerk will attend a meeting tomorrow 06.01.2026 to consider the revised bid to be submitted to Sports England. This will feed into the final bid, meeting to approve to be held on 13.01.2026.</p> <p>(ii) Update on .gov email addresses/ covered previously</p> <p>(iii) Responses to December meeting request: i.e. 2025/115- Matters relating to West Suffolk Council Enforcement: Cllr Kelly is preparing his analysis.</p> <p>(iv) The revised Title Deeds for the Cemetery have been received from Atkins Dellow, clerk and RFO hold copies.</p>	01.23 to 01.24
	<p>Other Reports:</p> <p>(i) <u>Streetlight refurbishment project:</u> (Cllr Frost): next meeting. Clerk reported that unit with G39 o/s 242 Eriswell Drive had to be removed by UKPN and P & K.</p>	01.24 to 01.37

	<p>(ii) <u>SID Reports</u> compiled by Cllr Rowntree were RECEIVED see Appendix G. Cllr P Gyte highlighted the need for more volunteers for the Speedwatch Team.</p> <p>(iii) <u>Lakenheath Times</u>: The Editor, Cllr D Smith, reported that the Christmas get together for our hard-working deliverers was a success. 1st February 2026 is the deadline for the Spring edition.</p> <p>(iv) <u>LPC Facebook page/ social media</u>: Cllr M Rowntree is managing the LPC page, the Village Hall has been legally renamed “The Old Legion Lakenheath”.</p> <p>(v) <u>Christmas 2025</u> Cllr Murfet reported that the tree lighting event went well. Most shops displayed their icicle lights. We hope to remove the decorations this week.</p> <p>(vi) <u>Village entrance signage</u>: The clerk had ascertained from Glasdon that the village logo could be used instead of the 30 mph speed limit.</p> <p>Proposal from Cllr P Gyte:</p> <p>To purchase from Glasdon UK two entrance signs in dark oak wood to replace the existing at £1,205 each.</p> <p>Unanimously AGREED</p> <p>Clerk to send logo to Glasdon.</p> <p>(vii) <u>Fencing at the BT site</u>: deferred</p> <p>(viii) There were no other reports</p>	
2026/138	Grant Requests: there were no new requests at the time of this agenda	
2026/139	<p>Correspondence/ Consultations</p> <p>(a) RECAP Resources and Waste Strategy and RECAP Design Guide Consultation</p> <p>(b) Day of Reflection across the UK for the COVID-19 Pandemic next month</p> <p>(c) West Suffolk Traffic & Speeding Group</p> <p>(d) NCCZ sign at Quayside Court, Lakenheath</p> <p>(e) Guidance on Designating Local Green Spaces</p>	
2026/140	Items for Future Meetings: as minutes	
2026/141	Other business deemed urgent by the Chairman: none	

Meeting closed 9.20pm

Appendix A Victoria Quamina | RAF Community Relations Adviser

Good morning Nicky and happy new year to you and the Council,
Just picking this up after Christmas leave so please accept apologies that I do not have a report to submit in time for this meeting.

I will be planning to attend the February meeting on Monday 2 Feb and will ensure the report is received the week prior.

Many thanks and look forward to seeing you soon.

Kind regards,

Victoria

Victoria Quamina | Community Relations Adviser (CRA) | RAF Lakenheath | 01638

523145 | DSN: 226 3145 | 07825 263768 | Email: 48FW.CRA@us.af.mil |

Appendix B Community Connectors Report January 2026

Good evening and thank you for having us giving you an update about Active Lakenheath. This year brings some exciting activities for Lakenheath. On Friday at 2:30, we will be running a cooking class at the Peace Memorial Hall with Jo Beeke and myself, to help families on a budget to cook healthy meals. We have 7 people signed up and we will prepare 2 meals this week – French onion soup and cottage pie! Each week, each participant will prepare the meal, cook the meal and taste the meal then take any extra food home for their families or freeze for another meal. This is free and all equipment is provided and all food is free also. There is a physical element too where we will be discussing and trying out some physical activities like weights, boules and cornhole games to play while the food is cooking. We hope it will be a fun, informative and useful activity for those who have signed up.

Sadly, there was not many signups for the Menopause classes to be hosted at the library. We have decided to pause and re-advertise later in the Spring – possibly at a different time or date.

Sadly too, we had to postpone the Winter Warren Walk which was supposed to be on Sunday, but the decision was made to postpone due to the icy conditions. It would have been beautiful but potentially dangerous walking and we didn't want any broken ankles! Rich and I will organise another Sunday very soon where we will try again.

In the next few weeks, Rich and I will be hosting some Active Lakenheath sessions at the Scouts, Cubs and Squirrels sessions – talking to the children about what they would like to do with the money to help them stay active and also giving them the opportunity to try out some of the activities we have purchased.

Looking ahead to later in the next few months, we would like to get started on clearing some of the walking paths and have acquired some maps with all the walking paths clearly shown. We hope to clear these and risk assess them for accessibility and hopefully host some walks.
5/1/26

Appendix C

Lakenheath Parish Council				
	Bank Reconciliation 30th November 2025			
Balance at 31.10.2025				£505,561.56
Uncleared payments from previous period				£1,490.89
				£504,070.67
Income				£10,557.41
				£514,628.08
Less Expenditure (Chqs, Online Pmts + D/Ds)				£10,088.31
				£504,539.77
Represented by:				
Balance in Current Account				£10,933.85
Balance in Lloyds Bank Deposit Account				£130,983.06
Balance in Unity Trust Bank Deposit Account				£81,692.33
Balance in Nationwide Deposit Account				£88,401.79
Balance in Cambridge Building Society				£84,560.93
Balance in Lloyds Bank Deposit Account - Speedwatch				£658.09
Balance in Lloyds Bank Deposit Account - Lakenheath Times				£10,094.12
Balance in Lloyds Bank Deposit Account - Street Lighting				£98,411.88

					£505,736.05
Less Payments not Presented					
HMRC					£1,196.28
					£1,196.28
					£504,539.77

PRECEPT SETTING 2026/27

1	Administration	Clerk/RFO Admin Insurance Subscriptions Professional Fees	£50,000.00 £5,000.00 £4,000.00 £1,200.00 £10,000.00 £70,200.00
2	Cemetery	Cottage/Chapel Cemetery	£5,000.00 £45,000.00 £50,000.00
3	Disused Churchyard/Memorials	St Marys	£10,000.00
4	General Services	Village Keeping Trees / Green Spaces Village Facilities	£15,000.00 £16,000.00 £17,500.00 £48,500.00
5	Grants to Other Bodies	Grants	£12,000.00
6	Leisure Services/Sports Facilities	Playground/Playingfields	£30,000.00
7	Other Expenses	Training Newsletter VAT NP/High Street Regeneration Active Lakenheath	£500.00 £16,000.00 £50,000.00 £15,000.00 £5,850.00 £87,350.00
8	Street Lighting	Street Lighting	£116,000.00
9	Village/Memorial Hall/Other Property	Village Hall	£0.00

		<u>£424,050.00</u>
10	Transfer to/from Reserves	<u>£164,150.00</u>
	Decrease Reserves	<u>£259,900.00</u>
	TOTAL	<u><u>£259,900.00</u></u>

STAFF COSTS

Clerk/RFO

Pay

£44,000.00

EERS NI

£4,400.00

Pension

£1,600.00

£50,000.00

Supplier ID:
501883



**Application for Parish/Town Council
Precept 2026/27**

Please complete the following and return to the Chief Financial Officer by 22 January 2026

PARISH/TOWN COUNCIL OF: Lakenheath Parish Council

Please select your Parish/Town Council from drop down list

Date of Parish/Town Council Meeting, approving the precept 5th January 2026

Contact details of the Parish/Town Clerk:

Name: Nicola Glading

Address: Parish Office, 98 High Street, Lakenheath, Suffolk IP27 9EW

Tel No: 1842860598 E-Mail: clerk@lakenheathparishcouncil.gov.uk

Bank Details:

Sort Code: 30-95-58 Account Number: 00122979

The amount requested by the above mentioned Parish/Town Council by way of precept from West Suffolk Council for the year 1 April 2026 to 31 March 2027 is as follows:

The 2025/26 figures below are the figures submitted by Parishes/Towns in January 2025 and are included for information purposes only.

	2025/26		2026/27	
	Expenditure	Income	Expenditure	Income
Administration	£ 53,700	£ -	£ 70,200	
Allotments	£ -	£ -		
Arts Centres	£ -	£ -		
Cemeteries	£ 20,000	£ -3,000	£ 50,000	£ -5,000
Civic Costs	£ -	£ -		
Community Events	£ -	£ -		
Disused Churchyard/Memorials	£ 10,000	£ -	£ 10,000	
General Services	£ 39,000	£ -	£ 48,500	
Grants to Other Bodies	£ 2,000	£ -	£ 12,000	
Leisure Services/Sports Facilities	£ 30,000	£ -	£ 30,000	
Other Expenses	£ 61,500	£ -47,000	£ 87,350	£ -55,000
Street Lighting	£ 116,000	£ -	£ 116,000	
Village Hall/Memorial Hall/Other Property	£ 5,000	£ -		
Transfer to (+ve)/from (-ve) Reserves	£ -	£ -96,950		£ -164,150
Net Expenditure	A	£ 190,250		£ 199,900
Parish Precept	B	£ 190,250		£ 199,900
Tax Base	C	1,475.19		1,506.49
Town Council Tax Band D	B÷C	£ 128.97		£ 132.69
Increase/-Decrease				£ 3.72
Percentage Increase/-Decrease				2.88%

Signed by:-
Chair of Parish/Town Council:

Parish/Town Clerk:

Date: 05 January 2026

Date: 5/1/2026

Date	Transaction	Payee	Description of Supply	Amount	Power*
Receipts					
05.11.2025		East Suffolk Council	Active Lakenheath	£5,850.00	
28.11.2025		East Suffolk Council	Active Lakenheath	£2,725.00	
November			Lakenheath Times Advertising	£306.00	
November			Interest Payments	£246.41	
November			Cemetery Cottage Rent	£950.00	
November			Cemetery Fees	£480.00	
Payments Made					
01.12.2025	Debit Card	Amazon	Paper & Envelopes	£10.24	
01.12.2025	Debit Card	Amazon	Christmas Lights	£40.78	11
04.12.2025	Debit Card	Newmarket GMS Ltd	Billy Goat Vacuum - Cemetery	£2,585.00	7
15.12.2025	Direct Debit	EDF Energy	Electricity - Cemetery Chapel	£55.23	7
19.12.2025	Direct Debit	Lloyds Bank Plc	Bank Charges	£8.50	
24.12.2025	Online	Cllr A Gyte (reimbursement)	Christmas Lights	£69.99	11
24.12.2025	Online	Cllr J Murfet (reimbursement)	Christmas Decorations	£31.63	11
24.12.2025	Online	Staff	Salary Payments - December	£5,588.97	1
07.01.2026	Direct Debit	British Gas	Electricity - Public Toilets	£74.37	41
09.01.2026	Online	BT Payment Services	Parish Office Telephone & Broadband	£77.93	
09.01.2026	Online	RH Landscapes & Maintenance Services Ltd	Village Maintenance - November	£720.00	39
09.01.2026	Online	Pearce & Kemp Ltd	Street Lighting LED Upgrades	£385.85	29
09.01.2026	Online	Cllr D Smith (reimbursement)	Printer Ink	£44.99	34
09.01.2026	Online	R A Cash	Reaplace Flowerbeds at Entrance to Cemetery	£3,380.00	7
09.01.2026	Online	Anglian Water	Public Toilets- Wings Road	£118.84	41
09.01.2026	Online	bright.motif;	Hosting .org email addresses	£43.59	

09.01.2026	Online	Clare Shimmon RFO (reimbursement)	Printer Ink & Paper	£199.00	
09.01.2026	Online	Cllr N Smith (reimbursement)	Christmas Switch On	£13.10	11
09.01.2026	Online	Places 4 People Planning Consultancy	Professional Fees	£1,965.46	46
09.01.2026	Online	Cllr A Gyte (reimbursement)	Christmas Thank You for Volunteer	£28.99	11
09.01.2026	OnlAppendix ine	Michael Murfet	Mole Catcher - Lakenheath Cemetery Open & Closing Public Toilets & Cemetery Work - December	£80.00 £329.67	7 41

Appendix C

New Flower Beds

The Cemetery is looking good with the new flower beds now erected at the entrance gates. The beds are now ready for planting and we hope to do this over the next month or so. The contractors did a great job .

Memorial Garden

The committee has met with the contractors to finalise the layout of the new Memorial Garden and it is hoped that in the next few weeks this work will commence. The decision on the new permanent Memorial Tree is yet to be made.

Temporary Memorial Tree (Skinners)

The temporary Memorial Christmas tree has proved a great success this year and many visitors have remarked on this and have placed their personal heart tributes on the tree. A note will be sent to Mark Skinner on behalf of the Residents and PC thanking him for the tree tribute and hoping this will continue each Christmas.

The Leaves

Councillor Alan Gyte undertook many hours clearing the leaves with the new leaf blower and in particular work near to the Ashes stones which was appreciated.

General

Although its been a harsh winter so far the cemetery has looked its best with the many Christmas floral tributes, together with the new flower beds and the Temporary Memorial Tree.

Wild Life

Unfortunately the wild life has returned since about the 20th December but it is hoped to have the areas all clear in the next week or so.

As the weather improves and work commences we will look to tidying up everywhere and removing old tributes on or about the end of February.

Appendix E

LPC Meeting 05.01.2026

Councillors to **consider the purchase of a memorial tree for the new Remembrance Garden. The following points to be included:**

1. Can LPC afford it?
2. Which type is preferred? See below A and B
3. Recharges by LPC for leaves and type of leaves?
4. Procedures- finite date of ownership of leaves? Management?
5. Are Councillors mindful to approve purchase?
6. Remembrance Tree group to be appointed?

OPTION A Birch and Mulberry design



The trees are installed with 240 blank leaves (Mulberry/Birch) or 300 Blank Leaves (Willow) for aesthetic purposes only and remain the property of the Columbaria company.

Inscribed leaves are sent when ordered to be exchanged for a blank leaf, once you have several blank leaves, please contact the Columbaria office to arrange a return.

The following price includes installation subject to the customer providing a suitable level foundation.

Powder Coated Steel Trunk, 16 Powder Coated Steel Branches and 240 Green Acrylic Birch Leaves Initial Price £12,960.00 + VAT

Inscribed Acrylic Shaped Leaf x 2 £50.00 + VAT

Inscribed Green Granite Birch Leaf - Silver £65.00 + VAT

Inscribed Green Glass Mulberry Leaf - Cream Inscription £90.00 + VAT

Inscribed Porcelain Leaf - Black Inscription £83.00 + VAT

Mulberry Tree

The Mulberry Tree is entirely manufactured in the UK from Cor-Ten steel - a weathering steel that develops a characteristic aesthetic of bronze and copper hues, giving the look of tree bark. The mulberry tree can hold up to 240 memorial leaves and naturally strengthens as it ages.



Material:
Cor-Ten Steel (trunk)
Galv. Steel (branches)

Colour options:
As pictured

Size:
Small: Large:
W: 6ft W: 6ft
H: 4ft H: 6ft

Suggested leaves:
Glass Leaves



WWW.COLUMBARIA.CO.UK

If a Mulberry Tree is requested with porcelain leaves, this will initially be sent with acrylic leaves to be replaced by inscribed porcelain leaves when ordered.

Corten Steel Trunk	16 Corten Steel Branches	240 Acrylic Leaves	£12,960.00 + VAT
Corten Steel Trunk	16 Corten Steel Branches	240 Green Granite Leaves	£12,960.00 + VAT
Corten Steel Trunk	16 Corten Steel Branches	240 Green Glass Leaves	£14,040.00 + VAT
Inscribed Green Granite Mulberry Leaf	Silver		65.00 + VAT
Inscribed Green Glass Mulberry Leaf - Cream Inscription			£90.00 + VAT
Inscribed Porcelain Leaf - White Inscription			£83.00 + VAT
Inscribed Acrylic Shaped Leaf x2			2 £50.00 + VAT

Artwork is available Acorn, Butterfly, Cross, Four Leaf Clover, Heart, Ladybirds, Doves, Feather, Bumblebee, Robin £25.00 + VAT Each (Granite Mulberry Leaf Only) not thought to be appropriate for LPC

OPTION B. Metal Tree (eg at Sawston)



Price of metal tree

Business case 10/12

Guideline prices for 2024/2025
The memorial tree price guidelines are indicative for manufacture, delivery and installation of our trees in the Midlands area of England. Please contact us for up-to-date prices for your area.

The prices are ex VAT

Memorial Tree size	120cm	220cm Wall mounted	220cm	320cm
Memorial Tree investment	£5.900	£5.400	£15.900	£24.400
Quantity of memorial leaves	172	212	440	640
Engraved leaf (single sided) purchase price	£45,00	£50,00	£50,00	£55,00
Total cost (over time) for engraved leaves	£7.740	£10.600	£22.000	£35.200
Suggested retail price for leaves	£220	£250	£300	£330
Total income (over time) from leaf sales	£37.840	£53.000	£132.000	£211.200
Tree investment & leaf costs	£13.640	£16.000	£37.900	£55.000
Your leaf sale break-even point	34	27	63	72
Total income after investment & costs	£24.200	£37.000	£94.100	£156.200

In this business case examples were calculated for the four different memorial tree options.

Suggested retail prices of the engraved leaves for the UK market in 2024 were given (ranging from £220-£330). This proven and successful income model generates an excellent return for the lifetime of your tree.

In this time of austerity and unprecedented cost of living you can still provide a beautiful and affordable way for your customers to memorialise their loved ones.

In the above chart are your original tree investment point on your total outlay.

Example: The 320cm tree with sale of 640 engraved leaves with an unit purchase price of £55.00 and an asking price of £300 to the next-of-kin, the investment in the tree and leaf costs are recouped with an eventual total profit of £156.200. With the sale of just 74 of the total leaves you are at break-even point.

With a five or ten year leasing option you can plan on repeat income from the same customers. If they decide not to renew the lease then new spaces come free on your tree for further sales.

Appendix F Lakenheath Parish Council Planning Sub Committee

Notes from the meeting held on DECEMBER 17th, 2025, at 9.30 am.

Location: Parish Council Office

Members of the press and public are welcome to attend

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

SOURCE: PLANNING PORTAL 12.12.2025

1. Apologies and Declarations of Interest: A Gyte
2. Members of the public may speak about an item on the agenda (3 minutes limit)not applicable
3. To consider the following requests for consultation:

A [Householder planning application - a. single storey front extension to form bay window b. replacement porch \(following demolition of existing porch\) c. alterations to fenestration including bay window to front elevation and removal of side elevation window, and insert five no. windows to side elevations d. single storey rear extension e. demolition of existing side extension](#)

Exp 16.12.2025 53 Broom Road Lakenheath Suffolk IP27 9EZ

SUPPORT

B. [Householder planning application - a. single storey front extension \(following demolition of existing utility and lobby\) b. pitched roof over existing flat roof area](#)

Exp 18.12.2025 57 Warren Close Lakenheath Suffolk IP27 9HE

SUPPORT

Appendix G SID Reports

Station Road

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

Traffic Report From 01/11/2025 00:00:00 through 30/11/2025 23:59:59

85th Percentile Speed = 33.7 MPH

85th Percentile Vehicles = 73,873 counts

Max Speed = 90.0 MPH on 16/11/2025 23:40:00

Total Vehicles =86,909 counts

AADT: 2897.0

Speed

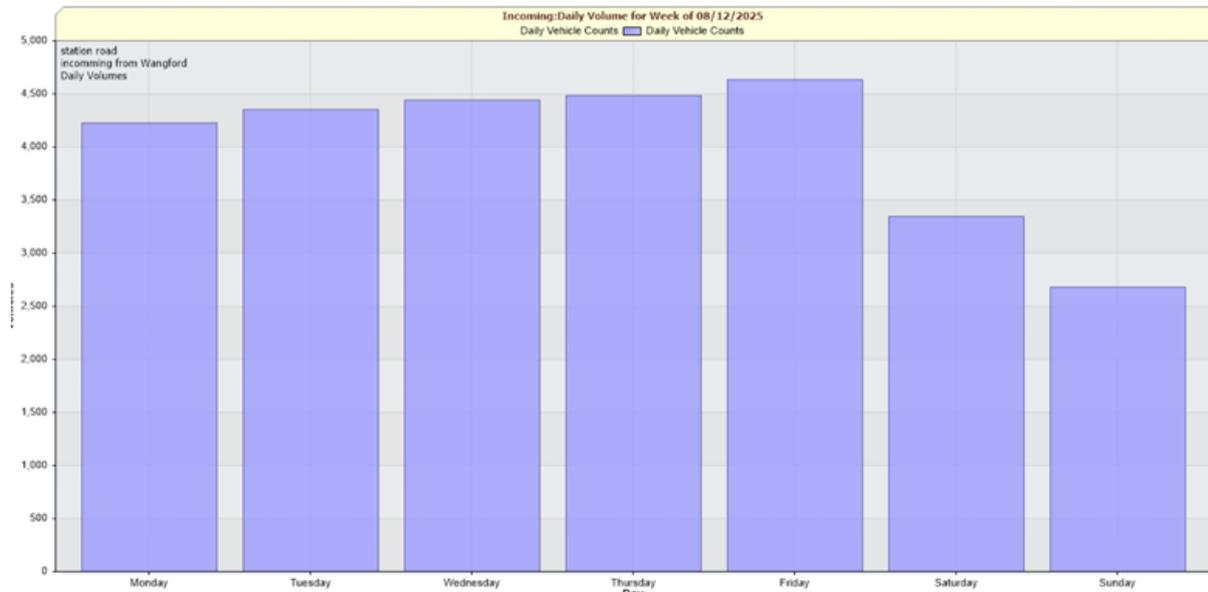
Speed Limit: 30 MPH

85th Percentile Speed: 33.7 MPH

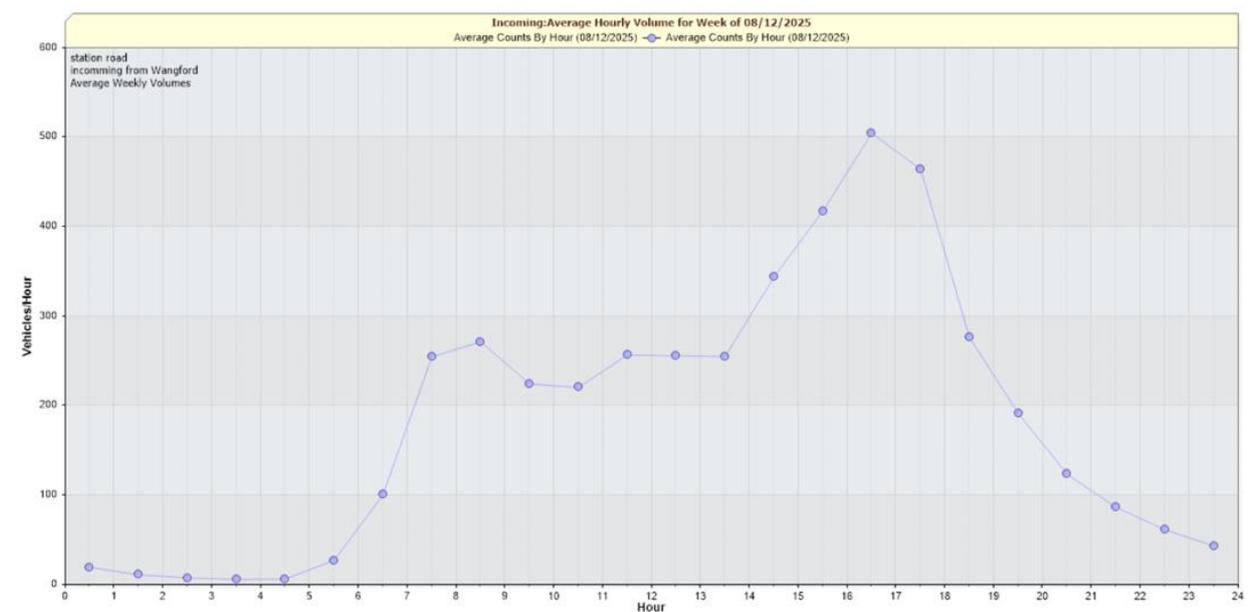
50th Percentile Speed: 27.9 MPH

10 MPH Pace Interval: 25.0 MPH to 35.0 MPH

Average Speed: 27.6 MPH



Typical daily volumes heading into Lakenheath from Wangford



Average hourly volumes heading into Lakenheath from Wangford

Exceeding Speed of 35MPH (Speedwatch threshold) –December 2025

Hour	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	
0 - 1	9	11	13	13	10	9	8	
2 - 2	4	6	12	12	6	7	7	
2 - 3	1	6	6	4	3	4	3	
3 - 4	3	5	3	3	4	5	6	
4 - 5	4	11	3	2	4	4	5	
5 - 6	19	22	21	12	15	9	2	
6 - 7	18	18	21	21	24	4	7	
7 - 8	14	23	18	13	20	14	3	
8 - 9	15	19	15	15	21	19	9	
9 - 10	15	14	9	12	13	17	14	
10 - 11	11	19	16	10	9	20	8	
11 - 12	16	16	19	13	14	10	8	
12 - 13	8	10	24	10	17	12	10	
13 - 14	14	10	25	11	22	13	22	
14 - 15	11	11	17	17	25	8	15	
15 - 16	11	4	16	11	19	11	13	
16 - 17	5	8	8	12	5	10	7	
17 - 18	8	5	11	12	14	15	9	
18 - 19	10	12	12	10	9	9	15	
19 - 20	20	22	25	7	19	5	12	
20 - 21	18	27	14	5	11	13	7	
21 - 22	8	22	7	11	19	5	13	
22 - 23	8	10	12	9	7	4	7	
23 - 24	12	16	9	11	8	8	0	
Totals	262	327	336	256	318	235	210	
		% of Total	16.20%	12.80%	13.10%	13%	14.20%	14.40%

Eriswell Road

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 01/11/2025 00:00:00 through 25/11/2025 19:59:59 85th Percentile Speed = 29.9 MPH

85th Percentile Vehicles = 68,439 counts Max Speed = 70.0 MPH on 03/11/2025 00:10:00

Total Vehicles =80,516 counts

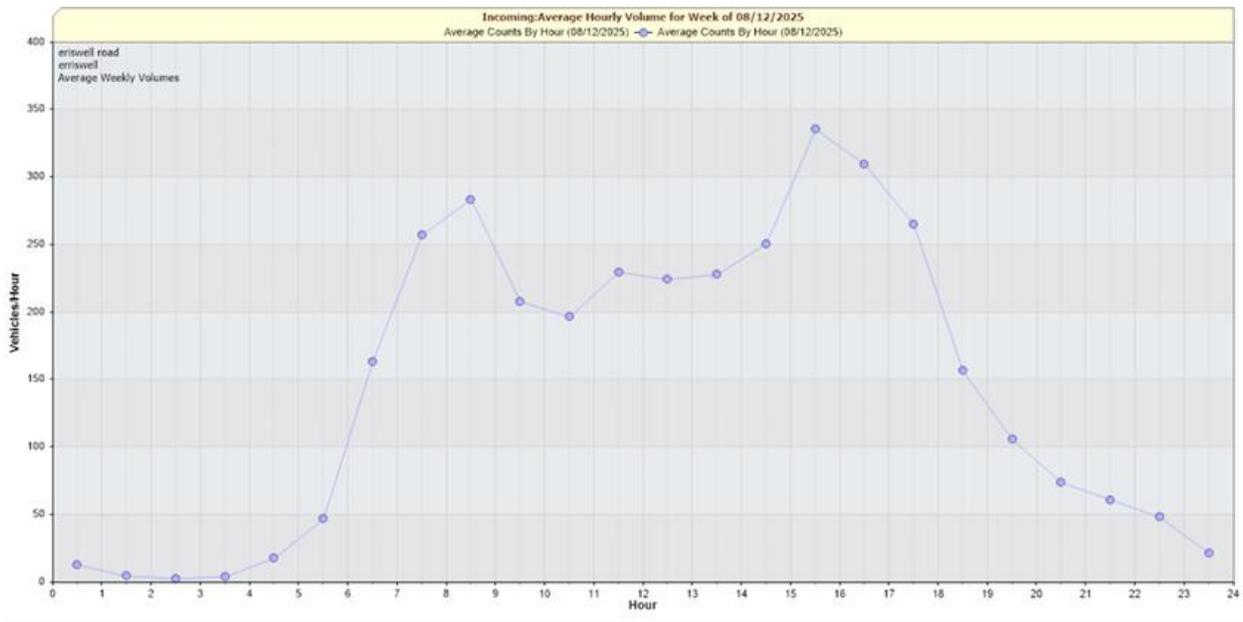
Speed Limit: 30 MPH Average Speed: 26.4 MPH Volumes Average Daily AM Peak PM Peak
 09:00 to 10:00 17:00 to 18:00 4,197 278 541

No. of overspeed vehicles exceeding 35mph.

Hour	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
0 - 1	8	6	1	6	4	5	14
2 - 2	8	4	4	3	5	7	9
2 - 3	3	5	2	0	2	7	6
3 - 4	1	2	1	2	0	2	5
4 - 5	2	1	2	1	5	5	6
5 - 6	8	5	4	1	1	4	5
6 - 7	23	14	11	10	8	5	6
7 - 8	24	17	13	10	8	11	4
8 - 9	24	19	11	25	12	14	16
9 - 10	11	8	6	6	7	20	14
10 - 11	7	4	3	7	3	27	18
11 - 12	5	5	4	8	5	12	21
12 - 13	13	6	5	12	3	16	9
13 - 14	13	10	9	3	8	14	19
14 - 15	8	16	9	1	13	12	17
15 - 16	3	11	6	7	9	16	18
16 - 17	13	5	7	7	12	14	15
17 - 18	3	5	2	8	5	13	16
18 - 19	6	2	1	7	2	16	14
19 - 20	9	6	8	5	9	16	22
20 - 21	14	5	4	6	12	6	19
21 - 22	13	9	16	6	13	18	15
22 - 23	6	8	8	6	14	9	12
23 - 24	7	8	6	5	5	8	19
Totals	232	181	143	152	165	277	319

Typical daily volumes heading in to Lakenheath from Lords Walk

Average hourly volume heading in to Lakenheath from lords Walk



Typical daily volumes heading in to Lakenheath from Lords Walk

