

## MINUTES

### TATTINGSTONE PARISH COUNCIL MEETING

Monday 05 December 2022, 7.30pm held at Tattingsstone Village Hall

**PRESENT:** Cllrs D Clarke, A Mendel, S Page, B Stennett & P Wills

**CHAIRPERSON:** Cllr D Wood

**IN ATTENDANCE:** S Keys (Clerk), County Cllr Simon Harley, and 3 members of the public

#### **01. WELCOME AND OPENING STATEMENT**

The Chair welcomed Councillors and public to the meeting. The Chair read a statement that outlined procedures for filming or recording during the meeting.

#### **02. APOLOGIES FOR ABSENCE**

The Council noted and approved the apologies received from Cllrs S Clark, D Hawes and G Mark. The Council noted the apologies received from District Cllr Jane Gould. Cllr Wood proposed that the apologies were approved, this was seconded by Cllr Mendel and aif.

#### **03. DECLARATION OF INTEREST AND LOCAL NON-PECUNIARY INTERESTS**

- a) To receive declaration of pecuniary and local non-pecuniary interest(s) in items on the agenda and their nature inc. gifts of hospitality exceeding £25 – none received
- b) To receive requests for dispensations – none received.

#### **04. PARISH COUNCIL MEETING MINUTES**

- a) To consider and approve the minutes of the previous Parish Council meeting on 07 November 2022 – the Council reviewed and approved the minutes of the last meeting. The minutes were duly signed by the Chair.

#### **05. CLERK'S REPORT**

- a) To receive an update on actions from the last meeting:
  - Share contact details for TGNS with the Clerk and the Clerk to inform the group that a donation had not been granted at this stage – *completed*
  - Ask Grounds Maintenance Contractor to remove posts at The Wheatsheaf – *request made. The Clerk confirmed that this should be done in the near future.*
  - Send contact details for Wicksteed to David Brown – *completed*
  - Ask SCC to provide a quote to upgrade street lights to LED – *completed. Quote currently awaited*
  - Write to owners of Park Cottage highlighting concerns – *completed. No response to date.*  
*Cllr Page informed the Council that he had discussed this issue with the owners of Park Cottage who are currently working with Babergh District Council on the future of the property.*
- b) To receive a report on any other issues from the Clerk – Cllr Mendel highlighted that the grass had been cut outside the Village Hall and formally recorded thanks to whoever had done this.
- c) To consider/agree next steps as necessary – none.

#### **06. PUBLIC SESSION**

The Council received a presentation from Andy Proctor re the defibrillators in the village, including the process for maintaining them and the links with emergency services and first responders. A.Proctor extended thanks to Cllr Wills for the purchase of a new battery for the defibrillator.

The Chair thanked Andy and the other local first responders for all their hard work in the village and surrounding areas.

Cllr Mendel highlighted that it would be helpful to include some information on the defibrillators in the next edition of The Tattler.

A written report had been submitted from Cllr. Harley (available as Appendix C). Cllr Harley highlighted the SCC budget and devolution proposals for Suffolk.

A written report had been submitted from Cllr Gould (available as Appendix D). Cllr Wood highlighted the forthcoming CIL sessions and queried whether any Cllrs would be able to attend. The Clerk confirmed that she had also requested a recording of the meeting.

The following points were raised by members of the public:

- Where is the Speed Indicator Device? Cllr Wood confirmed that this is currently located on Lemons Hill Bridge
- What has happened to the local Speedwatch group? **ACTION** – Clerk to contact Amanda Proctor to find out if the group is still active.
- The bushes on the A137 cover the SID when it is placed there – can these please be cut back? **ACTION** – Clerk to ask DChilds to do this work.
- The road between Rookery Farm and the Bentley crossroads has lots of potholes – **ACTION** – Clerk to report this to SCC

### 07. FINANCE REPORT

- To note and approve the balance of accounts as at 30 November 2022:  
Community Account - £50,238.84  
Premium Account - £3,184.86
- To note and approve the accounts awaiting payment, the accounts paid since the last meeting and the receipts allocated since the last meeting as circulated in Appendix A. Cllr Stennett proposed that the Appendix A was approved. This was seconded by Cllr Clarke and aif by the Council.
- To review the second draft of the 2023-24 TPC Budget as circulated by the Clerk – the Council reviewed the Budget outline. The Clerk reviewed the changes and the proposed increases. The Clerk confirmed that the tax base figures are now final. Following discussion the Council agreed that an inflationary rise in the 2023-24 budget should be approved.
- To consider/approve 2023-24 Precept request - Cllr Page proposed that a precept request of £15,500 should be submitted to Babergh District Council, this was seconded by Cllr Mendel and aif. **ACTION** – Clerk to complete the Precept request form for signing at the January 2023 Parish Council meeting.

### 08. PLAYING FIELD & VH COMMITTEE UPDATE

- To receive an update from the Playing Field and VH Committee representative – Cllr Hawes provided the following updates via email prior to the meeting:  
**Playing Field Report**  
*There had been a leak in the roof of the pavilion which had been caused by a tree branch. This has now been repaired.*  
*Quotes are currently being obtained for a standalone portacabin to address football needs. A proposal will be delivered to the Parish Council in January.*  
*Bollards are going to be used to control parking on days when there is a home football match.*  
*A goal is needed so that the kids who play football can use it. There has been some concern about them using the tennis courts and it is felt that a goal would deter them from using the courts.*  
**Village Hall Report**  
*There was some discussion regarding the village hall obtaining their own alcohol license for events. This will be revisited again at the next meeting which will be in January 2023.*  
*There is possibly going to be an evening event as well as during the day to celebrate the Kings Coronation. I was asked if the PC had any plans, to which I replied that I would find out and report back at the January meeting.*  
*The village hall roof is leaking. A temporary fix was put in place about 12yrs ago and considering it was temporary it has held up well. However, it now needs attention. The roof contains asbestos which is a major factor in remedial works. Quotes are being obtained.*  
*A makeshift no parking sign will be placed in the car park as a trial to try and deter people from parking their vehicles without permission. If this is effective then a permanent sign will be purchased and put in place.*
- To agree next steps as necessary – none.

### 09. PARISH COUNCIL EMAIL ACCOUNTS

- To consider proposals for adoption of a Parish Council domain and email addresses – the Council reviewed the information received from Simon Fisher of Ipswich Websites re: email domains and .gov.uk email addresses. Cllr

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## Parish Council

Wood proposed that the Council asked SFisher to move forward with this on behalf of the Parish Council. This was seconded by Cllr Mendel and aif.

- b) To agree next steps as necessary – **ACTION** – Clerk to inform SFisher.

### 10. PLANNING APPLICATIONS

- a) To review planning applications received and to agree a response from TPC  
DC/22/05668  
Land South of Coxhall Road, Tattingstone, IP9 2NU  
Construction and operation of an urban reserve energy storage facility and associated equipment  
TPC MADE NO COMMENT
- b) To note any planning decisions received:  
DC/22/03710  
Glenavon, The Heath, Tattingstone, IP9 2LX  
Severance of garden and erection of 4No. dwellings  
PLANNING PERMISSION APPROVED

### 11. CORRESPONDENCE

- a) The Clerk reviewed the correspondence that had been received in November 2022 (copies had been circulated to Councillors prior to the meeting). Councillors noted the following:
- An email from BDC re: increase in litter and dog litter bin emptying costs – the Clerk confirmed that she had accounted for this increase in the proposed 2023-24 budget.
  - An email from BMSDC re: Wherstead NP – included for information
  - A letter from Collins Skiphire re: planning updates – the Council noted the contents of the letter and agreed to wait further further information before making comment
  - An email from BMSDC re: Holbrook NP – included for information
  - An email from St Mary's Church re: contribution to grass cutting at the Church – the Council noted that £800 had been set aside in the 2022-23 budget for this purpose and agreed that this payment should be made at the next PC meeting.
  - The Chair informed the Council that additional correspondence had been received from a local resident with concerns about the disrepair of Park Cottage. The Chair informed the Council that the Clerk had responded to these emails.
- b) To consider/agree any next steps as necessary - **ACTION** – Clerk to prepare cheque for St Mary's Church as part of payments at the next PC meeting

### 12. NEIGHBOURHOOD PLAN

- a) To receive an update on progress of the Tattingstone neighbourhood plan - Cllr Mendel informed the Council that an environment consultant had been engaged. As part of his work he will be using aerial photos of the village. Following discussion it was agreed that these would be sourced using Google Satellite view. Cllr Mendel confirmed that there will be another drop-in exhibition in the near future to provide an update on progress.
- b) To consider/agree any next steps as necessary – none.

### 13. COMMUNITY EMERGENCY PLAN

- a) To receive an update on any current Community Emergency Plan – Cllr Wood confirmed that Cllr Page will now be leading progress on this plan whilst he is away.
- b) To consider/agree proposals to create/update the CEP as necessary – none.

### 14. ANY OTHER URGENT VILLAGE MATTERS

- a) To consider any other urgent village matters
- The Council considered whether there may be requests for funding from village groups in the future. Following discussion it was agreed that a Donations Policy should be added to the agenda of the next meeting. **ACTION** – Clerk to prepare a draft document for consideration at the next meeting.

### 15. DATE OF NEXT MEETING

Monday 09 January 2022, 7.30pm at Tattingstone Village Hall

### 16. IN CAMERA ITEM

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Parish Council

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Cllr Wood proposed that as per section 1(2) of the Public Bodies (Admission to meetings) Act 1960 the meeting should be closed to the public due to the confidential nature of the business to be transacted. This was seconded by Cllr Page and aif.

**Meeting closed to the public at 8.52pm**

SIGNED.....DATED.....

## ACTIONS

MINUTE NO.	ACTION	WHO
06	Find out if the local Speedwatch group is still active	Clerk
06.	Report overgrown footway to SCC, copied to S.Harley	Clerk
06.	Report potholes on A137 between Rookery Farm and Bentley Crossroads	Clerk
07.	Complete the Precept request form for signing at the January 2023 Parish Council meeting.	Clerk
09.	Confirm that the Parish Council would like to move forward with .gov.uk email addresses	Clerk
11.	Prepare cheque for Church as part of payments at the next PC meeting	Clerk
14.	Prepare a draft donations Policy for consideration at the next Parish Council meeting	Clerk

## Appendix A – Finance Report

<b>ACCOUNTS TO BE AGREED FOR PAYMENT</b>	<b>Chq no.</b>	<b>NET</b>	<b>VAT</b>	<b>TOTAL</b>	<b>Powers Used</b>
S. Keys (November 2022 salary - £296.37 November 2022 expenses - £9.00)		£305.37		£305.37	LGA 1972
Geosphere Ltd (Parish Online – digital mapping for NP)		£60.00	£4.80	£64.80	Localism Act 2011, Sch. 9; Town & Country Planning Act 1990, s.61F(1), (2); Planning and Compulsory Purchase Act 2004, s.38C(2)

<b>RECEIPTS RECEIVED SINCE THE LAST MEETING</b>	<b>TOTAL</b>
Bank interest	TBC
Dolly's Pizza (Tattler subscription)	£100.00
Donation to the Tattler (paid in 17.11.22)	£100.00

## Appendix B - Glossary of Common Abbreviations used

<b>Aif</b>	<b>All in favour</b>
<b>AGAR</b>	<b>Annual Governance and Accountability Return</b>
<b>APM</b>	<b>Annual Parish Meeting</b>
<b>ASB</b>	<b>Anti-social Behaviour</b>
<b>BACS</b>	<b>Bankers Automated Clearing Services</b>
<b>BDC</b>	<b>Babergh District Council</b>
<b>BMSDC</b>	<b>Babergh &amp; Mid Suffolk District Council</b>
<b>CAS</b>	<b>Community Action Suffolk</b>
<b>Chq</b>	<b>Cheque</b>
<b>Cllr</b>	<b>Councillor</b>
<b>Cttee</b>	<b>Committee</b>
<b>DC</b>	<b>District Council</b>
<b>DCLG</b>	<b>Department of Communities and Local Government</b>
<b>FOI</b>	<b>Freedom of Information</b>
<b>FR</b>	<b>Financial Regulations</b>
<b>GPoC</b>	<b>General Power of Competence</b>
<b>HMRC</b>	<b>Her Majesty's Revenue and Customs</b>
<b>LAIS (from SALC)</b>	<b>Local Association's Information Services</b>
<b>LPA</b>	<b>Local Planning Authority</b>
<b>NHS</b>	<b>National Health Service</b>
<b>NDP</b>	<b>Neighbourhood Development Plan</b>
<b>NP</b>	<b>Neighbourhood Plan</b>
<b>PC</b>	<b>Parish Council</b>
<b>PCSO</b>	<b>Police Community Support Officer</b>
<b>Rec</b>	<b>Recreation</b>
<b>RFO</b>	<b>Responsible Finance Officer</b>
<b>SALC</b>	<b>Suffolk Association of Local Councils</b>
<b>SCC</b>	<b>Suffolk County Council</b>
<b>SID</b>	<b>Speed Indicator Device</b>
<b>SLA</b>	<b>Service Level Agreement</b>
<b>SNT</b>	<b>Safer Neighbourhood Team</b>
<b>SO</b>	<b>Standing Order</b>
<b>TPC</b>	<b>Tattinstone Parish Council</b>
<b>TPF</b>	<b>Tattingstone Playing Field</b>
<b>TVH</b>	<b>Tattingstone Village Hall</b>
<b>TPO</b>	<b>Tree Preservation Order</b>
<b>VAS</b>	<b>Vehicle Activated Sign</b>
<b>VCSE</b>	<b>Voluntary, Community and Social Enterprise Organisations</b>

## APPENDIX C



### Report for December 2022 to the Parish Councils of Peninsula Division from Simon Harley (SCC Councillor)

#### Full Council Dec 1<sup>st</sup> – our Motion on Bus Improvements defeated

We submitted a motion calling for an improved Bus Service Improvement Plan (BSIP) after the failure of the Council to obtain a grant for this from the Government as the Department for Transport stated the bid this year was not ambitious enough.

Our motion suggested an improved and ambitious bid to encourage the change from private car to bus travel, especially into towns. This would help pollution as well as traffic flow, but unfortunately the motion was opposed by the majority group and was voted down.

#### Cabinet 8<sup>th</sup> November

The Cabinet met to discuss forecasts for the Council's budget. Currently, there is a worry as they have reported a £12.2m budget gap – largely due to inflation and energy prices. The Council will use Reserves to cover this cost. However, this cannot be a long-term solution. Our Group are concerned that the Council will have to make cuts in services as a result. Budgets will be set over the next few months and voted on in February.

The Cabinet also met to agree a new road enforcement scheme, and to apply for new Government powers to penalise drivers who commit offences affecting buses. The trial for the scheme has selected four sites in Ipswich to install ANPR cameras for a cost of over £200,000. Our Group believes this money could've been spent more appropriately on bus priority measures, new bus lanes, and maintaining rural services.

#### Suffolk County Deal – Update

As part of the government's Levelling-up Strategy, Suffolk CC are currently negotiating a deal for more devolved powers. It was announced this month in the Chancellor's Autumn Statement that Suffolk will look to install a directly elected Mayor.

Our Group were told by the Conservatives that this wouldn't happen, and it appears that this announcement was also a surprise to them, however it appears to be a part of the deal for more powers to be devolved to county council. There are many potential issues with a new mayoral role, as a Mayor can be elected from outside the majority party and has the power to select a their own Cabinet– which could create a gridlocked political system.

#### Newly Elected Member of Suffolk GLI!

The Beccles by-election finished with a landslide victory for the Green candidate, Ash Lever. The election was to replace Peggy McGregor who had to stand down. We are excited to begin working with Cllr Lever and we will update all on his involvement with the Group.

#### SEND Services – Update on Lincolnshire Report

Last year, Suffolk CC's SEND services were criticised in a damning report conducted by Lincolnshire Council. Our Group received an update this month outlining the progress our SEND services have made to implement the report's recommendations.



We were told 22 of the 32 recommendations have been actioned, and the remaining 10 will be completed by the end of 2022. The delivery of 1317 new specialist school places by 2026 has been agreed and 826 of these places are now open. The number of Education Health Care Plans (EHP) has increased to 6847 in September 2022, from 5849 in September 2020.

### **Suffolk Climate Emergency Plan – Update**

The Suffolk Public Sector Leaders Group met to update leaders on the progress of the county’s action plan to achieve net zero by 2030. A new Suffolk Climate Emergency Dashboard has been set up to display the latest data and performance measures, as well as other action such as a successful communications campaign, additional match funding, homeowner support services, and a Net Zero knowledge hub to educate businesses.

Next steps include investments in EV charging infrastructure and developing a community energy sector. The Leaders Group agreed to release £923,458 of previously allocated funding to further implement actions. The next review will be in Spring 2023.

### **Suffolk looks for more hosts!**

New hosts coming forward to help accommodate guests that are already in Suffolk can sign up via the Suffolk County Council website, by [completing our online form](#) or emailing [refugeesupport@suffolk.gov.uk](mailto:refugeesupport@suffolk.gov.uk).

Accommodation must be available to guests for a minimum of 6 months. Hosts will be eligible to receive the £350 thank you payment for up to 6 months or more, depending on the date your guests arrived in the UK (12 months starting from the date your guests first arrived in the UK). Host families were also given a £300 Christmas bonus this year by the County Council.

If you know anyone that might be interested, please encourage them to visit [Ukraine: Could you help a family in need? | Suffolk County Council](#)

### **Follow us on:**

**Twitter** - [Suffolk Green, Lib Dem & Independent Group \(@SuffolkGLI\) / Twitter](#)

**Instagram** - [https://www.instagram.com/suffolkgli\\_group/](https://www.instagram.com/suffolkgli_group/)

**Facebook** - Search ‘Suffolk GLI - Green, Liberal Democrat & Independent Group’

**Website** - [Suffolk Green, Liberal Democrat and Independent Group – The GLI Group at Suffolk County Council \(suffolkgli.wordpress.com\)](#)

**I wish you a very Happy Christmas and a peaceful New Year**

**Simon Harley    Suffolk County Councillor for Peninsula Division**

## APPENDIX D

### News and information from Jane Gould, Babergh District Councillor, to the Parish Councils and residents in Orwell Ward December 2022

#### Ward News

It's good to see that in Orwell ward, as a result of the Babergh District Council Winter Warmth Support Grant, Woolverstone Parish Council and Tattingstone Village Hall were both awarded funding. Woolverstone Parish Council received £1,040 and they are aiming to establish a weekly Warm Space for the next 5 months. The funding will be used to cover venue hire, heating, refreshment and advertising costs. Tattingstone Village Hall received £1,100 which will also be used to establish a weekly Warm Space from December to March and will also feature refreshments and regular activities. The funding will help cover the costs of energy bills and provision of refreshments; these projects will provide a valuable service for their communities in the coming months.

#### End of Term reports

This month we have published new reports showing the impact of our work across Babergh and Mid Suffolk since the district elections in 2019. The individual reports for each council, titled 'What have we done for you?', detail the incredible breadth of what we do and the positive change we have delivered against our strategic priorities. They cover the councils' work including economic development, planning, supporting communities and tackling climate change; they outline the support given to thousands of residents and businesses during the pandemic, and the initial work during the cost-of-living crisis and also map where millions of pounds in Community Infrastructure Levy payments have been made across both districts. These payments have funded a range of projects from school extensions to village hall improvements. The reports are also being shared across our social media channels and are available to view on computers in local libraries and at our customer access points in Stowmarket, Shotley, Hadleigh and Sudbury. We are also providing towns and parish councils with posters featuring QR codes to help residents find the information. Please help us to share them amongst your own communities and networks.

#### Debate Not Hate

"The abuse and intimidation of councillors must end" - that's the call from our councils amid rising concerns about toxicity in public and political discourse. Both councils have agreed motions stating a zero-tolerance approach, after new national figures showed around 70% of councillors nationwide have faced abuse in the last year.

#### Community Infrastructure Levy (CIL) Parish Briefings

Following the recent review of the CIL Expenditure Framework, members have agreed that CIL briefing sessions should be provided to district councillors and town/parish representatives at regular intervals throughout the year. The first of these briefing sessions will be:

Tuesday 6 December 5:15pm - 6:45pm  
Thursday 8 December 5:15pm - 6:45pm  
Tuesday 13 December 5:15pm - 6:45pm  
Thursday 15 December 5:15pm - 6:45pm

All district councillors and town/parish representatives will be invited to attend any one of these sessions which will be delivered virtually via Teams, by infrastructure officers Richard Kendrew and Roy Emmerson. The presentation and documents will be sent to attendees after the session. You only need to attend one event.

The briefing sessions will cover the following topics:

- CIL collection – the types of developments that generate CIL
- what constitutes a site commencement

- how Neighbourhood CIL can be spent
- what has been funded through District CIL funding
- building a project funding package through CIL and external sources
- outstanding CIL and debt recovery
- Services and support continue over Christmas period

Our call centre and customer service pop-ups will be open on non-bank holiday days. Contact information is all available on our website. Of course, bin collection dates change over the Christmas period so our crews can enjoy well-earned breaks over the bank holidays. Residents can check dates and find our Christmas collection calendars on our website.

### **Green Suffolk launches free climate change awareness course**

Green Suffolk, which includes our councils, has launched a free, easy-to-access, short online course to help our communities learn more about climate change. It's open to everyone whether individuals, businesses looking to train staff, community groups, or town and parish councils, so please do share this resource with your local networks!

Please don't hesitate to contact me if you have any issues that you think I can help with and all the very best to you all.

### **Jane Gould**

Babergh District Councillor, Orwell ward,

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