

TATTINGSTONE

Parish Council

MINUTES

TATTINGSTONE PARISH COUNCIL MEETING

Monday 07 March 2022, 7.30pm held at Tattingstone Village Hall

PRESENT: Cllrs S Clark, D Clarke, D Hawes, G Marks, A Mendel, S Tweedy, P Wills

CHAIRPERSON: Cllr D Wood

IN ATTENDANCE: S Keys (Clerk), and County Cllr Simon Harley, District Cllr Jane Gould and 19 members of the public

01. WELCOME AND OPENING STATEMENT

The Chair welcomed Councillors and public to the meeting. A minute's silence was held to allow contemplation for the people of Ukraine.

02. APOLOGIES FOR ABSENCE

The Council noted the apologies received from Cllr S Page. Cllr Mendel proposed that the apologies were approved, this was seconded by Cllr Hawes 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 - Cllr Wills declare an interest in agenda item 8 and confirmed that he would leave the meeting at this point

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 February 2022 – Cllr Clarke proposed that the minutes were approved as an accurate record of the meeting, this was seconded by Cllr Tweedy and aif. The Chair signed the paper copy of the minutes.

b) To review the actions from the previous meeting and consider/agree any next steps as necessary – the Clerk confirmed that all actions from the previous meeting will be reviewed during the meeting.

05. CLERK'S REPORT

The Clerk confirmed that all activity through the month will be reported on during the meeting.

06. PUBLIC SESSION

The Chair read a statement that outlined procedures for filming or recording during the meeting.

A written report had been submitted from Cllr. Harley (available as Appendix B). Cllr Harley gave an overview on the following issues:

- SCC Council Tax increase of 2.99%
- The Warmer Homes Suffolk initiative which is still available for applicants to apply for to insulate their homes.
- Funding for provision of bus services has been reduced nationally

A written report had been submitted from Cllr. Gould (available as Appendix C). Cllr Gould gave an overview on the following issues:

- Parking charges in Sudbury and Hadleigh. Cllr Clark queried whether the impact of parking charges on local businesses had been considered. Cllr Gould confirmed that it had
- HMS Ganges development will be beginning soon. There may be some traffic disruption

A member of the public read a statement highlighting concerns from residents about proposals to house a village shop in the local Church. Concerns highlighted included:

- Changes to the appearance of the church
- The impact on those church users who want to use the space for private contemplation
- Loss of seating in the church

- Parking issues
- Litter problems

Other concerns highlighted from various members of the public included:

- security issues with cash left overnight in the church.
- Possibility of alternative locations such as Village Hall or the Village Playing Field.

Cllr Hawes gave an overview of the process that had been undertaken to begin planning for a village shop and the consultation that had already been done.

County Cllr Harley outlined the challenges currently facing the church and the possibility that it will not be able to stay open if it is not able to diversify.

The Council were given a copy of a petition of local people highlighting objections to the current proposals. Cllr Clarke informed the meeting that he had signed the petition and had concerns about safety due to increased traffic. Cllr Wood pointed out that by signing the petition Cllr Clarke is predetermined on this matter and will not be able to take part in discussions when planning applications are received.

Cllr Wood thanked the public for their attendance and for raising their points. He confirmed that at this stage the Parish Council could not comment on proposals before a planning application was received. He advised members of the public to attend the forthcoming consultation event on 24 March 2022 and confirmed that the Parish Council would pass the petition to the steering group for the Village Shop to inform their consultation.

07. FINANCE REPORT

a) To note and approve the balance of accounts as at 25 February 2022 - The Clerk reported the following balances:

- Current account: £22,783.99
- Savings Account: £3183.56

Cllr Mendel proposed that the balance of accounts be approved by the Council, this was seconded by Cllr Marks and aif.

b) The Council noted the updated Appendix A circulated by the Clerk which detailed the accounts awaiting payment, the accounts paid since the last meeting and the receipts allocated since the last meeting. Cllr Clark proposed that Appendix A was approved by the Council, this was seconded by Cllr Tweedy and aif.

c) To note the 2021-22 National Pay award for Clerks as circulated by SLCC – the Council considered the information received from SLCC and SALC.

d) To consider/approve the pay increase for the current Clerk by 1.75% - The Chair proposed that the salary awarded was made to the current Clerk, backdated to the beginning of her employment. This was seconded by Cllr Mendel and aif. **ACTION** – Clerk to inform SALC Payroll team.

08. PLANNING APPLICATIONS AND DECISION NOTICES

At 8.21pm Cllr Wills left the meeting

a) To review planning applications received and to agree response from TPC as appropriate:

[DC/21/06305](#) Tattingstone Place, Park Lane, Tattingstone, Suffolk IP9 2FP

Extension of log store and installation of 3no. flues to facilitate use of biomass boilers and fuel store (retention of)(re-submission of DC/20/05463). *TPC made no further comment*

[DC/21/06306](#) Tattingstone Place, Park Lane, Tattingstone, Suffolk IP9 2FP

Application for Listed Building Consent - Erection of extension to log store and installation of 3no. flues to facilitate use of biomass boilers and fuel store. *TPC made no further comment*

b) To note any planning decisions received – none

At 8.23pm Cllr Wills re-joined the meeting

09. CORRESPONDENCE REQUIRING IMMEDIATE ACTION AT THE DISCRETION OF THE CHAIRMAN

The Clerk reviewed the correspondence that had been received in February 2022 (copies had been circulated to Councillors prior to the meeting). Councillors noted the following:

- An email from a local resident re: nets for football goals at the Playing Field – The Chair confirmed that he had discussed this with the local football club who have an available set of nets. They have confirmed that they

would be happy for the resident to use this as long as they would put them up and take them down again after each use. **ACTION** – The Chair to arrange for the local resident to receive the nets from the football club.

- An email from Cllr Harley from an anonymous resident with concerns about problems on the old A137 road down to 2 and 3 Crag Pit Cottages. Cllr Harley confirmed he would report the issues that he could and make a note of any future correspondence
- An email from Cllr Wills re: local bus services – it was agreed that this is not an issue for the Parish Council

10. TO RECEIVE AN UPDATE ON PROPOSED VILLAGE SHOP

a) To receive an update on the proposed village shop - Cllr Hawes gave the following update:

- A community consultation event had been held in February. There had been over 100 attendees with the majority of feedback received being positive. A number of concerns had been highlighted re: parking.
- Based on the feedback received the steering group had decided to move forward with their proposals and are currently working on grant funding, change of use applications and logos etc.
- Following notification that a petition against the proposals had been raised Andy Airey had attended a meeting with the petition organisers. Following this it was agreed to have a further consultation event on 24 March 2022 which will delay the process.

Cllr Clarke queried whether the shop will be a permanent fixture to begin? Cllr Hawes confirmed that the first phase will be temporary and will not affect the structure of the church whilst feasibility of the shop is tested.

Cllr Clarke highlighted that he had signed the petition against the church due to concerns about the safety of children with increased traffic in the area.

Cllr Clark queried whether cash will be removed overnight from the shop, Cllr Hawes confirmed that it would.

11. TO RECEIVE AN UPDATE ON THE TATTLER

a) To receive an update on The Tattler - Cllr Hawes gave the following update:

- A new printing service had been sourced – Eastern Press. This will be an additional cost of £18 per issue
- Derek Davis has agreed to publish copy on Shotley Hub

b) To consider/agree copy as circulated by Cllr Hawes – the Council reviewed the copy circulated and approved it for inclusion in the next edition of The Tattler

c) To agree any next steps as necessary – **ACTION** – Clerk to review how much Parish Council funding is still available for The Tattler

12. ADDITIONAL DOG LITTER BIN FOR THE VILLAGE

a) To approve purchase of an additional dog litter bin in the village – the Clerk confirmed that BDC had agreed that an additional dog litter bin could be placed either near the entrance to The Heath or on the corner of Church Road. Cllr Clark proposed that an additional bin be purchased and placed on the corner of Church Road, this was seconded by Cllr Mendel and aif. **ACTION** – Clerk to purchase bin and arrange installation

13. VILLAGE PLAY EQUIPMENT

a) To review the need for improvements to the Playing Field play equipment – David Brown (Chair of Playing Field Committee) informed the Council that a piece of play equipment installed by Action Play and Leisure had rotted and needed to be replaced. Action Play and Leisure had previously agreed to do this under warranty but this had been delayed due to Covid and the Committee are currently waiting to find out if APL will still honour this agreement. The Clerk confirmed that Tattlingstone has £4824.00 of S106 funding available however this cannot be used for repairs or maintenance of existing equipment.

Cllr Tweedy stated that she felt there was a need to add new equipment to the area. The Clerk confirmed that if s106 funding was required for this then the Committee would need to take the following steps to be eligible:

- Source three quotes
- Evidence community support for the project
- Secure other sources of funding for the project

b) To consider/agree next steps as necessary – Cllr Tweedy confirmed that the Playing Field Committee would consider their next steps.

14. ADDITIONAL PAY FOR PREVIOUS CLERK

a) To review proposal for a bonus payment to be made to previous Clerk – Cllr Clark stated that it would be nice to thank J Connell-Smith for staying in post longer than anticipated.

The Council considered the NALC Salary Award currently agreed which recommends a 1.75% salary increase for Clerk's backdated to April 2021, this includes Clerks who are no longer employed by Parish Councils.

b) To consider/agree next steps as necessary - Following discussion Cllr Clark proposed that a £100 John Lewis voucher was gifted to her for this purpose, this was seconded by Cllr Hawes and aif. **ACTION** – Cllr Mendel to purchase voucher on behalf of the Parish Council.

Following discussion it was agreed that J Connell-Smith should receive the 1.75% pay increase for Clerk's backdated to 01 April 2021. **ACTION** – Clerk to arrange payment via payroll at SALC

15. NEIGHBOURHOOD PLAN

a) To receive an update on progress of the Tattingstone Neighbourhood Plan – Cllr Mendel informed the Council that a meeting had been held, surveys had been given to volunteers for delivery. Boxes for responses have been placed at the local pubs and will be in the Village Hall on Thursdays.

16. ANNUAL REVIEW OF STATUTORY DOCUMENTS

a) To review TPC documents and policies – the Clerk informed the Council that she had undertaken a review of the following documents and proposed the following amendments:

- Risk Register – Added front page, version number, page numbers and removal of references to a Finance Committee. The Clerk suggested that in the future this document might want to include reference to global events such as pandemics.
- Asset Register – no changes made. The Clerk asked Councillors to let her know if they noted any amendments necessary. The Chair agreed to review the listed grit bins.
- Internal Control Statement – added front page, version number and page numbers. No other changes made.
- Finance Regulations – added front page, version number and page numbers. The Clerk queried whether the Council wanted section 6.21 or 6.22. The Council confirmed that section 6.22 should be removed.
- Standing Orders – added front page, version number and page numbers. The Clerk confirmed that she had added the Suffolk Code of Conduct as an appendix to the document. Cllr Wills highlighted that page numbers no longer matched the document index. **ACTION** – Clerk to amend accordingly.

b) To consider/approve any proposed amendments as necessary – Cllr Wood proposed that the amendments detailed above should be approved by the Council, this was seconded by Cllr Mendel and aif.

17. PLATINUM JUBILEE CELEBRATIONS

a) To review any proposals for Platinum Jubilee celebrations – Cllr Wood confirmed that he had held a meeting with the Village Hall Committee and Peninsula Pics. Peninsula Pics had agreed to show the music concert from Buckingham Palace in the Village Hall. The hall will be decorated for the occasions. Attendees will be invited to bring their own refreshments.

A "Big Lunch" will be held in the Village Hall on Saturday 05 June 2022. The Chair agreed to draft an article for the next edition of the Tattler to promote the event.

18. MEETING DATES

The Clerk confirmed that she is awaiting a list of available dates for availability in the village hall for the Parish Meeting and will circulate once this is received.

19. DATE OF NEXT MEETING

Monday 04 April 2022, 7.30pm at Tattingstone Village Hall

Meeting closed at 9.16pm

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

ACTIONS

| MINUTE NO. | ACTION | WHO |
|------------|-------------------------------------------------------------------------------------------------------------------|-------------------|
| 07 | Inform SALC of pay award of 1.75% to current Clerk | Clerk |
| 09 | Arrange for football nets to be given to local resident for use at village playing field | Chair |
| 11 | Review how much Parish Council funding is still available for The Tattler | Clerk |
| 12 | Purchase dog litter bin and arrange installation | Clerk |
| 14 | Purchase £100 John Lewis voucher for Jane Connell-Smith Arrange backdated pay increase for Jane Connell- Smith | A Mendel Clerk |
| 16 | Amend Standing Orders so that index lines up with the document | Clerk |

Appendix A - Glossary of Common Abbreviations used

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

APPENDIX B



Report for March 2022 to the Parish Councils of Peninsula

COVID-19

Latest SCC information is available here: <https://www.suffolk.gov.uk/coronavirus-covid-19/>

Latest Government advice is available here: www.gov.uk/coronavirus

Vaccination Appointments can be booked here: www.sneevaccine.org.uk

Recommendations to Enhance Biodiversity

Suffolk County Council will be doing more for the county's natural environment, as it confirms plans to enhance the biodiversity of at least 30% of its land by 2030. Our Group had a major influence in providing recommendations to SCC which are now a part of the Council's ambitions moving forward to enhance biodiversity. Examples include planting more hedgerows, improving highway trees, and developing nature-based flood management solutions. For more information, visit: <https://www.suffolk.gov.uk/council-and-democracy/council-news/show/councils-commitment-to-further-enhancing-suffolks-natural-environment>

Changes to Highway Code

Several new changes to the Highway Code are now in force as of the 29th of January. According to The Department for Transport (DfT) the new regulations are about recognising and protecting the most vulnerable road users and making the highway safer for everyone. Suffolk Roadsafes's Quiz helps illustrate the changes that are necessary to know and includes a link to further information - <https://www.quiz-maker.com/QG20TF8NL>. For more Government information on the changes you need to know, visit: <https://www.gov.uk/government/news/the-highway-code-8-changes-you-need-to-know-from-29-january-2022>

Devolution Deal

The Government published its White Paper on Levelling-Up, within which it has agreed that Suffolk will be one of nine initial 'County Deals' up for negotiation. A new deal will potentially give local leaders more powers to make decisions for their communities for the first time. Our Group welcomes the idea of bringing more power to the communities of Suffolk. However, we are concerned about a potential Mayoral position created in Suffolk and the effect this may have on marginalising districts in Suffolk.

Full Council Budget Meeting

County Councillors met on the 17th of February to debate and vote on the Council's budget for 2022-23. Suffolk GLI Group highlighted the need to invest more in adult social care, as well as an innovative project to reduce the energy bills of those most vulnerable, considering the current energy and cost of living crisis. Both ideas were rejected by the Conservatives, but our Group will continue to champion more investment into our social care and green technology. For more information on Suffolk GLI's Budget amendment, visit:

[https://committeeminutes.suffolk.gov.uk/DocSetPage.aspx?MeetingTitle=\(17-02-2022\),%20County%20Council](https://committeeminutes.suffolk.gov.uk/DocSetPage.aspx?MeetingTitle=(17-02-2022),%20County%20Council)

Warmer Homes Suffolk

Suffolk residents who are struggling to keep their homes warm can contact a new project, named 'Warm Homes Suffolk', which offers funding and free advice. The project can offer expert advice on reducing energy bills, energy usage and identify benefits that residents may be entitled to, to help keep their homes warm. Visit:

www.warmhomessuffolk.org.

Follow us on:

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

Instagram (New!) - https://www.instagram.com/suffolkgli_group/

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

APPENDIX C

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

Ward

March 2022

Ward news

Development plans for the old HMS Ganges site at Shotley gate have been in the pipeline for some years and the building work is due to commence in the near future, exact date is still not known but I think we are looking at weeks not months. The developer is looking to engage with local stakeholders and the first engagement meeting was held at the end of February in Berners Hall, Woolverstone. Most of the parishes in Orwell Ward will be affected by construction traffic during the build period to some degree; for Wherstead, residents along The Strand will feel the impact and also those in Freston, Woolverstone and Chelmondiston so it is important to us that the arrangements for mitigating and minimising the disruption and potential damage from the construction traffic are robust enough. The document that addresses this is the Construction Management Plan, CMP. The meeting last week was for Parish Council representatives but there will be opportunity for wider public consultation in due course.

There has been discussion at Babergh in full council meetings about the appropriateness of charging for parking in Hadleigh and Sudbury town centres. A number of Councillors, the Green group and myself included, are in favour of charging, after all, why should residents on the Shotley peninsula pay via their increased council tax for residents to park free of charge in Hadleigh and Sudbury? It is not right or equitable as I stood up and said at the last council meeting. The amount raised from charging a small amount to park would be nearly equal to Babergh's council tax rise. Sadly when this has been discussed and voted on in the past the, primarily Conservative, members have voted for keeping free parking, we will however as the opposition group keep trying on your behalf.

I am pleased to have been able to give the last of this year's Locality Fund to Chelmondiston Playing Field and Chelplin Projects for their community event celebrating the Queen's platinum jubilee.

Living With Covid

Last week, the Government announced its [Living with Covid strategy](#), which set out its plans to phase out all legal restrictions in England over the coming weeks. The legal requirement to self-isolate for people who test positive with COVID-19 has now ended, although people are still urged to remain at home. Fully vaccinated close contacts and those

under the age of 18 no longer have to test daily for seven days.

In order to protect our teams, customers and services, we are developing a transition plan to ensure we can move safely to more 'normal' working. In the meantime, all existing arrangements continue for our workforce, including:

- regular testing and self-isolating in the event of a positive Covid result
- testing, and booking desk space before visiting Endeavour House, and continuing to follow safe working practices at all our sites

Warm Homes Suffolk

Last month saw the launch of [Warm Homes Suffolk](#), a new project offering funding and free advice to Suffolk residents, including those in our districts, who are struggling to keep their homes warm. Expert advice will cover reducing energy bills, energy usage, as well as signposting eligible residents to a range of home upgrades. These include: cavity, loft and external insulation, installation of solar photovoltaic systems and switching central heating to more efficient low carbon heat pumps. The scheme is being run jointly by all Suffolk's local authorities, including Babergh and Mid Suffolk District Councils, thanks to £2.7m in funding from the Department for Business, Energy & Industrial Strategy (BEIS) following a successful bid last year. Please do share this information within your parish networks and with those you are aware of who could benefit from the support.

This is in addition to [£1.9m we received earlier this year](#), to install energy saving measures in around 80 homes in the districts.

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

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