

MINUTES

TATTINGSTONE PARISH COUNCIL MEETING

Monday 03 October 2022, 7.30pm held at Tattingsstone Village Hall

PRESENT: Cllrs G Mark, A Mendel, S Page P Wills

CHAIRPERSON: Cllr A Mendel

IN ATTENDANCE: S Keys (Clerk), County Cllr Simon Harley, District Cllr Jane Gould and 4 members of the public

01. WELCOME AND OPENING STATEMENT

Cllr Mark proposed that in the absence of Cllr Wood Cllr Mendel should chair the meeting. This was seconded by Cllr Page and aif.

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 Clarke, D Hawes and D Wood. The Council noted the apologies received from District Cllr Jane Gould.

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 05 September 2022 – the minutes were amended in section 08 (a) to read: “The Council noted the donation request received.....”. The Council approved the amended minutes in full. The Chair duly signed the minutes.

05. CLERK’S REPORT

- a) To receive an update on actions from the last meeting:
 - 08 – Share contact details for TGNS with the Clerk – *carry forward*
 - Email the Playing Field committee highlighting concerns – *completed, the area has now been marked as out of use whilst repairs are organised*
 - Contact BDC to request approval of bin location – *completed. The bin will be installed in the near future.*
- b) To receive a report on any other issues from the Clerk – the Clerk reported on the following issues:
 - Access to bank account – bank statements were sent to the Clerk in July 2022 but none have been received since then. The Clerk confirmed that she and Cllr Wood had tried to call Barclays but had been unable to get through. Cllr Wood had visited Barclays and requested that statements were sent. These had not been received to date.
 - Complaint – the Clerk informed the Council that she had received a complaint from a member of the public about the conduct of two Parish Councillors. She confirmed that she would review the TPC Complaints Procedure and take action accordingly.
- c) To consider/agree next steps as necessary – The Clerk and Cllr Mendel will meet to phone the bank and sort this out

06. PUBLIC SESSION

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

- Warm Homes Suffolk Initiative still open for applications
- Funding for electric vehicle charging points in community-owned car parks is still available. The Clerk confirmed she had sent the details to the VH Committee

A member of the public concerns about hedging and grit bins in the local area:

TATTINGSTONE

Parish Council

- Hedge from Chedworth gates to the Anglian Water Car Park needs to be cut back. **ACTION** – Clerk to contact Anglian Water to highlight this issue.
- Wooden grit bin in this location needs to be replaced as it has gone rotten
- Bank outside the VH needs to be cut back – **ACTION** – Clerk to report this on the SCC reporting tool.

A member of the public informed the Parish Council that the VH Committee will be arranging a celebration of 100 years of the Village Hall with an afternoon and evening event. The afternoon event will be free for attendees with a cost in terms of teas and coffees for the VH Committee. Cllr Mark proposed that this event was supported with a £150 donation from the Parish Council, this was seconded by Cllr Page and aif. **ACTION** – Clerk to arrange payment.

07. RESIGNATION OF CLLR TWEEDY

- a) The Council noted the resignation of Cllr Tweedy from the Council and highlighted how much her contribution to the Council would be missed.
- b) The Clerk confirmed that she had informed the electoral office at Babergh District Council that a vacancy had arisen. She confirmed that the vacancy had been advertised and that if an election was not called this vacancy could be filled by co-option at the next meeting. **ACTION** – Clerk to add co-option to the agenda for the next meeting
- c) The Council agreed to carry forward the nomination as representative for the VH and Playing Field Committee – **ACTION** – Clerk to add this to the agenda for the next meeting

08. FINANCE REPORT

- a) To note and approve the balance of accounts as at 30 September 2022:
Current Account - £TBC
Deposit Account - £TBC
The Clerk confirmed that she would circulate bank balances when she had received the next Statement from the bank.
- b) 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 Mendel proposed that Appendix A was approved. This was seconded by Cllr Mark and aif by the Council.

09. INTERNAL AUDIT ACTION PLAN

- a) The Clerk gave an update on the work undertaken on the TPC Internal Audit Action Plan. Council approved the progress made to date.
- b) The Council noted the updated Financial Regulations. Cllr Page pointed out that there remained some square brackets in the document. It was agreed that once these brackets were removed the updated Financial regulations were approved by the Council and should be added to the Parish Council website.
- c) The Council reviewed the proposed General Reserves Policy as circulated by the Clerk. The Council aif that this document should be adopted and added to the Village Website.
- d) The Council reviewed the proposed Data Protection and Information Management Policy as circulated by the Clerk. The Council aif that this document should be adopted and added to the Village Website.
Following discussion it was agreed to add an item on Parish Council email addresses to the agenda for the next meeting.

10. PLANNING APPLICATIONS AND DECISION NOTICES

- a) To review planning applications received and to agree response from TPC as appropriate
DC/22/03710 Glenavon, The Heath, Tattingsstone
Severance of garden and erection of 4No. dwellings
TPC MADE NO COMMENT
- b) To note any planning decisions received:
None

11. PARISH COUNCIL INSURANCE

- a) The Council noted the Parish Council insurance renewal premium of £547.97 which had been sourced with a new insurer (Ansvar) via Community Action Suffolk. The Council noted and approved the suggestion from the Clerk that the 3 year Long Term Undertaking was approved which reduced the premium to £523.33.
- b) The Council agreed that this amount should be added to the payments for the meeting so that the cover would be in place as soon as possible.

TATTINGSTONE

Parish Council

12. CORRESPONDENCE

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

- An email from a local resident raising concerns about Park Cottage and its overall state. The Clerk confirmed that she had forwarded these concerns to Babergh District Council since these are a planning enforcement matter.
- An email from a local resident with suggestions for improvements to the Village playing field equipment and for a film licence at the Village Hall. The Clerk confirmed that she had sent these suggestions to the Village Hall and Playing Field committee for their consideration and the Council agreed that these should be passed to the next Parish Council rep on this Committee for them to take forward.

13. DOG LITTER BIN NEAR CHAPEL

- a) The Clerk informed the Council that since agreement at the last meeting to place the bin in a hedge towards the A137 it had become apparent that this hedge belonged to a property and would not be suitable for a bin to be placed there. Following email discussion the location to the left of the green box under the tree had been agreed as the most appropriate location. The Clerk had consulted with the properties opposite who had not raised objections and agreed the location with Babergh District Council.
- b) A Grounds Maintenance Contract will install the bin when he next has availability.

14. NEIGHBOURHOOD PLAN

- a) Cllr Mendel informed the Council that the next meeting will take place on 10th November and therefore the next update on the plan will be given at the December Parish Council meeting.
- b) To consider/agree any next steps as necessary – none.

15. COMMUNITY EMERGENCY PLAN

- a) To receive an update on any current Community Emergency Plan – Cllr Page confirmed that this item should be carried forward to the next meeting
- b) To consider/agree proposals to create/update the CEP as necessary – see above.

16. ANY OTHER URGENT VILLAGE MATTERS

- a) To consider any other urgent village matters
- Cllr Page informed the Council that he had reported the issues with the roof at Park Cottage to the owners but was not aware of their plans for this.

15. DATE OF NEXT MEETING

Monday 07 November 2022, 7.30pm at Tattingsstone Village Hall

Meeting closed at 8.30pm

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

ACTIONS

MINUTE NO.	ACTION	WHO
08	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.	Clerk
06	Contact Anglian Water and highlight need to cut back hedging from Chedworth Place to Lemons Hill bridge	Clerk
06	Contact SCC and ask them to cut bank outside Village Hall which has become overgrown	Clerk
06	Arrange payment of donation of £150 to VH Committee	Clerk
07	Add Co-option to the agenda for the next meeting	Clerk
07	Add nomination for representative on the VH and Playing Fields Committee to the agenda of the next meeting	Clerk`
09	Add updated Finance Regulations to the Tattingstone Website	Clerk
09	Add General Reserves Policy and Data Protection and Information Management Policy to the Tattingstone Website	Clerk
09	Add email accounts to the agenda of the next meeting	Clerk

Appendix A – Finance Report

ACCOUNTS TO BE AGREED FOR PAYMENT	Chq no.	NET	VAT	TOTAL	Powers Used
S. Keys (September 2022 salary - £296.17 September 2022 expenses - £9.00)	101418	£305.17		£305.17	LGA 1972
Leiston Press Ltd (Inv. No 55575)	101419	268.00	£3.00	£271.00	LGA 1972
HMRC (Q2 P30)	101420	£222.20		£222.20	LGA 1972
SALC (6 months payroll to 30.09.22)	101421	£45.00	£9.00	£54.00	LGA 1972
Business Services at CAS (Parish Council Insurance)	101422	£523.33		£523.33	LGA 1972

RECEIPTS RECEIVED SINCE THE LAST MEETING	TOTAL
Bank Interest	£TBC
Babergh District Council (Precept 2 of 2)	£7000.00
Donation to The Tattler	£100.00

Appendix B - 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 C

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

For information on local support during the Cost-of-Living Crisis, visit: <https://www.suffolk.gov.uk/coronavirus-covid-19/suffolk-advice-and-support-service/>

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

For information on supporting Ukrainian refugees in Suffolk, please send an email to: refugeesupport@suffolk.gov.uk

The County Mourned for the Death of Her Majesty

Cllrs within our Group attended Proclamations throughout the County. The news of Queen Elizabeth II's passing meant the Council was in a time of mourning. Many meetings, including Cabinet were cancelled. Group members attended ceremonies in their divisions for the funeral.

Open Letter sent by GLI Leader to Conservative Councillors

Cllr Andrew Stringer, our Group Leader, has sent an open letter to all Conservative Councillors at SCC. The letter asks this Council to disassociate itself from the policies outlined by PM Liz Truss and Chancellor Kwasi Kwarteng.

Cllr Stringer states the government's approach - scrapping planning rules, ripping up environmental protections, and reopening fracking sites - will cause irreversible damage to nature and Net Zero.

Cllr Stringer asks the Leader of the Conservatives to make a public statement, and implores the Council to instead support investment for nature recovery, renewable energy, and insulating homes.

Suffolk in talks to become investment zone

SCC has let it be known that it has agreed to start discussions with Government to become an investment zone as part of the PM's new growth and investment strategy.

Our political group has gone on record in the media that we are opposed to the idea since the Government says it wants to remove environmental controls and planning controls within these zones. Since the council began talks, the RSPB, National Trust and the Wildlife Trusts, including Suffolk Wildlife Trust have all described the plans, announced in Kwasi Kwarteng's mini budget, as "an attack on nature".

It is not yet clear which parts of Suffolk the council wants to be in the zone. The current Freeport East Zone, (investment zones are designed to replace Freeport zones) extends from the coast 50 miles inland to Sudbury and includes almost all villages in Babergh.

Warm Homes Suffolk Fund – Access Free funding and Advice

Suffolk's councils have joined together to establish Warm Homes Suffolk. The service will offer expert advice on reducing energy bills and usage, as well benefits you may be entitled to during this crisis.

The fund is open to homeowners, renters, and landlords and will target homes that need insulating and more efficient heating.

For more information, visit: www.warmhomessuffolk.org, or call 03456 037 686.

Suffolk GLI Respond to Cancelled Taxi Contracts

One of the big stories in the local news has been the increase in taxi companies cancelling SCC contracts to provide school transportation. Young people and children, including those with SEND needs, have once again had their education and development disrupted.

Reports from EADT and BBC News state that the rise in fuel prices and cost of living has forced many companies to cancel contracts. EADT further reports suggest district council policy, stating taxi vehicles can be no older than eight years, has forced taxi companies to cancel contracts.

Suffolk GLI responded to the news article. While our Group is supportive of promoting cleaner transport, taxi companies need to be properly supported to transition to Net Zero. For more on what we said, visit our website (link at the bottom of the report)

SCC Unveils First of their EV Fleet

The first delivery of 16 electric vehicles (EVs) will be in November, as the council begins its program to upgrade all existing pool cars.

The Renault Zoe has been chosen as the first of the new vehicles, with 10 MG ZS to arrive in April 2023. The aim is to completely electrify the fleet by 2024.

EV Charging – Expression of Interests!

SCC have been successful in a bid for funding towards new EV charging infrastructure. The £2.75m funding will focus on community-owned car parks, where charging can be accessed 24/7.

If you wish to express interest and make the Council aware of your area, please contact Peter Frost, Environment Strategy Officer - peter.frost2@suffolk.gov.uk

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Instagram - 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 \(suffolkgli.wordpress.com\)](#)

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 October 2022

Ward news

It's encouraging to see that Parish Councils on the Peninsula are thinking about creative ways of mitigating the impact of the rise in energy prices on residents. Together with the Babergh communities team I'm sure we can identify the local need and work towards alleviating some of the pressures people will face.

Bird flu outbreak

The Animal Plant and Health Agency (APHA) has detected a number of cases of bird flu (avian influenza) in poultry, and wild and captive birds, across the east of England, including in Nedging in Babergh. In response, the agency has declared a regional Avian Influenza Prevention Zone (AIPZ) in Norfolk, Suffolk and parts of Essex. This means there is now a legal requirement for all bird keepers in our districts, and further afield, to implement enhanced biosecurity measures to help protect their flocks. Our teams will be supporting APHA and Suffolk Trading Standards over coming days as required, with more information available on the Government's website including posters for town and parish noticeboards if required. Residents should be advised to report dead wild birds to the Defra helpline (03459 33 55 77) if they find:

- ☑ one or more dead bird of prey or owl
- ☑ 3 or more dead gulls or wild waterfowl (swans, geese and ducks)
- ☑ 5 or more dead birds of any species

Otherwise, it is landowner's responsibility to safely arrange safe disposal of the carcasses.

Housing Tenants surveys

Housing Services will be carrying out several new surveys with our tenants, to gather data about our service provision. Monthly telephone and online surveys will be carried out with tenants on three of our key services: our repairs service, the experience of moving into one of our homes, and how we dealt with an anti-social behaviour complaint. We will also survey tenants via telephone and online on a quarterly basis to understand satisfaction with the service overall in order to make a return to the Regulator. In March this year, we carried out a baseline survey to understand what the levels of tenant satisfaction currently are. The results of the baseline can be found on the councils' website. Acuity Research and Practice Ltd have been appointed to work with us for the next three years to help collect the measure data needed. The new Tenant Satisfaction Measure requirements come into force from 1 April 2023 and the councils will need to report the first year of results to the Regulator in the summer of 2024.

Suffolk Retrofit Conference

Suffolk Climate Change Partnership, which includes our councils, is hosting a Suffolk Retrofit Conference on October 13. The event is aimed at architects, engineers, contractors, consultants, surveyors and landlords among others. The hope is to unite local businesses, public sector leaders and training providers to explore the commercial, environmental, public health and socioeconomic benefits of retrofitting homes at-scale and deliver a carbon-neutral Suffolk by 2030 in line with Suffolk's Climate Emergency Plan. I would encourage any interested local businesses to register, it's an online conference which we're all getting used to now aren't we!

Parking strategy

As I write this report the Parking Strategy is due to come to Cabinet on Monday 3 October, more details to follow after the meeting.

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, Jane.gould@babergh.gov.uk 01473 328147 or 07548 153 777