

MINUTES

TATTINGSTONE PARISH COUNCIL MEETING

Monday 01 August 2022, 7.30pm held at Tattingstone Village Hall

PRESENT: Cllrs S Clark, D Clarke, D Hawes, G Marks (from 7.35pm), A Mendel, S Page and S Tweedy

CHAIRPERSON: Cllr D Wood

IN ATTENDANCE: S Keys (Clerk), 2 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 the apologies received from Cllrs P Wills and D Hawes. The apologies were approved by the Council.

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. STATUTORY BUSINESS REF. AUDIT DOCUMENTATION YEAR END 31.03.22

- a) To consider and approve the certificate of Exemption and completion of the Annual Governance Statement (section 1) for the year ending 31st March 2022 as per the Annual Governance and Accountability Return (AGAR) – Cllr Clark proposed that Section 1 was approved, this was seconded by Cllr Mendel and aif.
- b) To consider and approve the accounting statements for the year ending 31st March 2022 as transposed on to the AGAR – Cllr Page proposed that the accounting statements were approved, this was seconded by Cllr Mendel and aif.
- c) To note that the RFO has set the period for the Public Rights of the Unaudited AGAR and advertised them along with the associated documentation – Cllr Wood proposed that the Council note the dates set, this was seconded by Cllr Clark and aif.

At 7.35pm Cllr Marks joined the meeting

- d) To note and receive the Internal Audit Report from SALC – the Clerk informed the Council that an Action Plan would be drawn up and circulated for review at the next meeting. Cllr Page proposed that the IA report was noted and approved, this was seconded by Cllr Mendel and aif.

05. FINANCE REPORT

- a) The Clerk noted that to date the Bank Statements had not been received. The balance of accounts would be reviewed at the next meeting.
- b) The Council noted 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 Wood proposed that Appendix A was approved by the Council, this was seconded by Cllr Mendel and aif.

06. DOG LITTER BIN

- a) The Council reviewed the recent concerns highlighted by Tattingstone residents re: emptying of litter bins over recent weeks. Cllr Wood drew attention to the dog litter bin normally situated by The Chapel which has recently overflowed and been removed by a frustrated resident.
A member of the public highlighted how well used this bin is and that the location had previously been agreed by the local farmer.
The Council noted the frustrations of residents due to lack of emptying. Cllr Wood informed the Council that he had been informed by the resident that the location of this bin causes difficulty for access to his farmland. Following discussion the Council agreed that it was imperative that this bin was re-instated by the resident but that an alternative location should be considered to make access to farmland easier.

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b) Following discussion the Council agreed that a letter should be written to the resident requesting a proposed location for the bin which once approved should then be re-instated by the resident. **ACTION** – Clerk to send letter to resident.

07. DATE OF NEXT MEETING

Monday 05 September 2022, 7.30pm at Tattingsstone Village Hall

Meeting closed at 8.02pm

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

ACTIONS

MINUTE NO.	ACTION	WHO
06.	Write to resident re: dog litter bin	Clerk

Appendix A – Finance Report

ACCOUNTS TO BE AGREED FOR PAYMENT	Chq no.	NET	VAT	TOTAL	Powers Used
S. Keys (July 2022 salary - £296.37 July 2022 expenses - £9.00)	101414	£305.37		£305.37	LGA 1972
Leiston Press Ltd (Tattler Printing)	101415	£268.00	£3.00	£271.00	
SALC (Internal Audit 2021-22)	101416	£203.00	£40.60	£243.60	LGA 1972

RECEIPTS RECEIVED SINCE THE LAST MEETING	TOTAL
Bank Interest	£TBC
Donation from Cllr Gould's locality fund for Tattler Costs	£500.00

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