



MINUTES of the PARISH COUNCIL MEETING held on Monday 04 December 2023 commencing at 7.30pm held at Tattlingstone Village Hall.

LIST OF ABBREVIATIONS USED INCLUDED AT APPENDIX B

PRESENT: Cllrs R Abbott, D Clarke, J Lee, G Mark, A Mendel (Chair), S Page, B Plumbly and B Stennett.

Also in attendance: S Keys (Clerk), 2 members of the public and District Councillor Daniel Potter.

01. WELCOME AND OPENING STATEMENT

Cllr Mendel declared the meeting open at 7.30pm and thanked all for attending. A statement was read out indicating that, in accordance with legislation, the public and councillors were permitted to film, record, photograph or use social media in order to report on the proceedings of the meeting. A full transcript is on the Council's website.

02. APOLOGIES FOR ABSENCE

- a) Council to receive apologies for absence – The Council noted the apologies received from Cllr D Hawes.
- b) The Council noted apologies received from County Councillor Harley.
- c) Council agreed to approve the apologies submitted – **The Council unanimously approved the apologies as noted.**

03. DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST FROM COUNCILLORS INCLUDING GIFTS OF HOSPITALITY EXCEEDING £25

- a) To receive declarations of disclosable pecuniary interests, other registerable interests and non-registerable interests as detailed in Appendix B of the LGA Model Code of Conduct – Cllr Abbott declared an interest in agenda items 9g, Cllr Stennett declared an interest in agenda item 9g.
- b) To receive notification of gifts of hospitality exceeding £50 – there were none received.
- c) To receive requests for dispensations – there were no requests for dispensations.

04. MINUTES

- a) To approve the minutes of the meeting on 06 November 2023 – **The Council proposed approval of the minutes as previously circulated was given along with consent for the Chair to sign the minutes as a true and accurate record of the proceedings that took place, aif.**

05. CLERK'S REPORT

- a) To review actions from the previous meeting, the Clerk gave the following updates:
 - Request a copy of the most recent Village Hall accounts – these had been requested but had not been received.
 - Arrange an online meeting with Regis – completed but due to low attendance from Parish Councillors this was cancelled. This has since been put on hold at the request of the Council at the extraordinary meeting until the adverse land claim has been resolved.
 - Check road name on Electoral roll and follow up with Babergh DC – completed. On agenda for discussion.
 - Provide quotes for village benches – completed, on agenda for discussion.
- b) To receive an updated from the Clerk on any other Council issues – The Clerk provided an update on the following issues:
 - Code of Conduct complaint – the Monitoring Officer at Babergh District Council has concluded that this complaint has not been upheld and is now closed.
 - Attendance at meeting of Shotley Peninsula Councils on the behalf of Tattlingstone. The Councils are proposing to set up an alliance that would consider and respond to issues that effect all of the Parish Councils such as large planning proposals. Further information on the detail of what the group will do is expected in the near future.
 - Attendance at the SALC annual Conference – the day included lots of presentations including one from Milestone the new Highways contract for SCC.

06. REPORTS FOR INFORMATION

- a) A written report had been submitted from Cllr. Harley (available as Appendix C).
- b) Cllr Potter updated the Council on the following issues:
 - Joint Local Plan – passed at the Council meeting on 21 November 2023 with a strong majority.



- Visit to a composting site in Creting St Mary
- Changes to pool heating at the Sudbury Swimming Pool
- Tree Planting Scheme

Cllr Page highlighted the recent email about HAGS activities over the Christmas holidays and the lack of activities available in the local area.

07. PUBLIC FORUM

- a) To receive questions and matters of concern from members of the public in attendance on the agenda submitted – none received.
- b) To receive comments or questions relating to Tattlingstone in particular – none received.
- c) To receive questions and comments submitted in writing/email for future consideration by the Council – none received.

08. STATUTORY BUSINESS

- a) To note the letter received from Suffolk County Council re: Street Lighting Maintenance Contract – noted.

09. FINANCE

- a) To note the balance of accounts as at 30 November 2023 – Lloyds Account, £30,751.631, Current Account, £12,517.93 and Deposit Account £3,205.82, **Council noted the balance of accounts, aif.**
- b) To note the accounting spot check undertaken by Cllr Page prior to the meeting – Cllr Page confirmed a spot check had been undertaken, details of one payment was missing, this would be reviewed at the next spot check.
- c) To approve the accounts awaiting payment including those coming forth and the receipts allocated since the last meeting – an updated Paper 1 was circulated to Council. The items awaiting payment were verified and explanations given where appropriate. **All were in agreement to approve those items as submitted under Paper 1 for payment, as seen at Appendix A, aif.**
- d) To approve the Tattler accounts to date for year 2023-24 – the Council noted the paper circulated by the Clerk and the current balance in the Tattler budget of £16. **All were in agreement to approve the Tattler accounts to date as submitted under Paper 2, aif.**
- e) To review and approve Bank Reconciliation statement to 31 October 2023 - Council noted the overall bank balances of £48,588.16 across all accounts held in the name of the Parish Council. **It was confirmed that the account to the end of October was approved, aif.**
- f) To note the CIL report for November 2023 including nominal sums for potential CIL expenditure for the coming year - Council noted the balance of £17,171.91 once the approved allocated sums of monies for CIL bids had been expended. It was shown on the report as submitted that this would drop to £10,765.91 once committed sums were also included.
- g) To consider/approve the request from Tattlingstone VH Committee for an annual contribution of £1000 towards the running cost of the hall – the Council noted their request at the last meeting for oversight of the VH Accounts before this funding was agreed and that this had not been received.
The Council noted the recent correspondence from the VH Committee Chair that informed the Council that their request for funding had now been withdrawn. The Chair queried whether this funding was no longer needed. The Chair of the VH Committee confirmed that the VH did not need this funding to support its finances but had submitted this request to the Parish Council since this had been an agreement in previous years.
The Council noted that public funds should not be allocated without an identified need. The Council agreed that requests for funding from the VH could be made to the Parish Council in the future as and when they were needed.
- h) To review the second draft of the Budgetary Papers for 2024-25 – Council noted the budget as circulated. Following discussion, all agreed that the Council would be minded to set an indicative budget in the sum of £16,846.00 which represented an increase of 5% in the Precept. The budget for 2024-25 would be formally approved at the meeting on 08 January 2024 along with the Precept request to be submitted to Babergh District Council.
- i) To consider/agree the purchase of new village benches following quotes detailed on Paper 6 – the Council reviewed the quotes as circulated. Following discussion it was agreed that the benches under the Parish Council ownership to be reviewed. Any memorial benches to be identified and the related families to be contacted about the future of the benches. **ACTION** – Cllr Stennett to review the village benches.

10. PLANNING MATTERS



- a) To consider and agree response to the following planning matters relating to Tattingstone – none received
- b) To note the following decisions received - None.

11. CORRESPONDENCE TO NOTE/ACTION

The Clerk reviewed the correspondence that had been received in November 2023 (copies had been circulated to Councillors prior to the meeting). Council noted the following:

1. An email from a local advertiser ref. Tattingstone Tattler
2. An email from a local resident ref. Tattingstone Tattler
3. An email from Address Management at Babergh District Council re: road name at The Wonder – following discussion the Council agreed that the local residents should be contacted, in person, to ask what they would like the road name to be. (*ACTION – Cllr Page*)
4. An email from local handyman re: bus shelters. Email confirmed that this work would now be delayed until better weather in the new year.

12. VILLAGE MATTERS

- a) To receive an update from the Playing Field Representative if appropriate – nothing to report. The Chair of the Playing Field Committee confirmed that repairs had been made to the local play equipment and that these are now safe to use.

Cllr Stennett requested a dispensation, aif. Cllr Stennett informed the Council that there had been no progress on the CIL request made to Babergh District Council.

Cllr Stennett informed the Council the village fete has been booked for 15 June 2024 and that there is a Burns Night in the Village Hall on 27 January 2024.

13. SOCIAL MEDIA

- a) To consider/agree Parish Council social media channels going forward – the Council noted that effective control of Parish Council messages can be maintained on specific social media channels and that this communication would be important now that there is no Tattler. **Cllr Stennett proposed that Parish Council social media channels are established and managed by the Clerk, this was seconded by Cllr Plumbly, aif.**
- b) To review/approve Social Media Policy – **all were in agreement to approve the Social Media Policy as circulated, aif.**

14. NEIGHBOURHOOD PLAN

- a) To receive and approve the first draft of the Tattingstone Neighbourhood Plan – Council noted the level of work that had been undertaken to create this document. Council discussed queries around references to Folly Farm/Collins, identified green spaces and the village boundary. Following discussion **Cllr Mendel proposed that the document is taken to the next stage, this was seconded by Cllr Mark, aif.**

Cllr Abbott highlighted that a local expert had offered to review the document and identify any potential challenge areas. **Cllr Abbott proposed that this draft document is sent to the local expert, this was seconded by Cllr Clarke, aif.**

- b) To receive any other update on matters relating to the Neighbourhood Plan if appropriate – none.

15. DATE OF NEXT MEETING

Monday 08 January 2024, 7.30pm at Tattingstone Village Hall

Meeting closed to the public at 9.15pm

16. NALC PAY AWARD

- a) To resolve that under the Public Bodies (admission to meetings) Act 1960, the public be excluded from the meeting due to the confidential nature of the business to be discussed – **Council so resolved to go into camera for the following items.**
- b) To receive and note details of the agreed 2023-24 Pay Award – Council noted that the National Joint Council for Local Government Services has reached agreement on rates of pay applicable from 1 April 2023 to 31 March 2024. For all spinal points to 43 the agreed award was a flat rate payment of £1,925.
- c) To agree any changes to the Clerk/RFO salary as necessary – **the Council agreed that this award should be approved and applied to the Clerk/RFO's pay going forward, backdated to 01 April 2023, aif.**



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



ACTIONS

| MONTH | MINUTE NO. | ACTION | WHO |
|----------|------------|---|-----|
| December | 9i | Review of village benches | BS |
| December | 10 | Visit local residents re: road name at The Wonder | SP |



Appendix A – Finance Report

Accounts submitted for payment – Current Account

| Payee | Detail | Method | NETT | VAT | TOTAL |
|---------------|---|---------------|-------------|------------|--------------|
| S. Keys | Clerk/RFO September Salary | Bank Transfer | 477.30 | | 477.30 |
| S. Keys | Clerk’s Expenses | Bank Transfer | 9.00 | | 9.00 |
| D. Childs | Playing Field Grounds Maintenance (inv. 1780) | Bank Transfer | 170.00 | | 170.00 |
| Parish Online | Digital Mapping 2023-24 | Bank Transfer | 54.00 | 10.80 | 64.80 |

Receipts allocated

| | Detail | Method | TOTAL |
|--|---------------|---------------|--------------|
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**Appendix B - Glossary of Common Abbreviations used**

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|-------------------------|---|
| 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 | Tattinstone Playing Field |
| TVH | Tattinstone Village Hall |
| TPO | Tree Preservation Order |
| VAS | Vehicle Activated Sign |
| VCSE | Voluntary, Community and Social Enterprise Organisations |



APPENDIX C



Report for December 2023 to the Parish Councils of Peninsula Division from Simon Harley (SCC Councillor)

Extra £10m Investment in Residential Roads

At Cabinet on Tuesday 7 November, we heard the details of the council's additional £10m investment in resurfacing urban and residential roads, which was announced in May after the local elections. The council plans to use reporting of poor road surfacing on quieter residential roads and cul de sacs where residents live to plot a programme of repairs from now until the end of March 2025. My group also had a recent meeting with the council's new contractor for highways to discuss how works would be undertaken in future. The council's new highways contractor is called Milestone, and the new contract began on 1 October 2023. They will be picking up works started by Kier in the last few months of the previous contract and finishing them as soon as possible.

Budget Monitoring

Cabinet reviewed the quarter two monitoring report for the council budget at Cabinet on Tuesday 7 November, with a net overspend of £11.4m now predicted for 2023-24. Budget pressures for the year include placements for children in care, special educational needs (SEND) and adult care. The council is worrying overdrawn on its Dedicated Schools Grant fund, which will be at -£48m by the end of the financial year; this is because government funding for education is not enough to provide it. On the plus side, the council has predicted £7m more in business rate income than forecasted, and £10m of income is expected from the Energy from Waste facility at Great Blakenham from selling energy back to the National Grid.

Flooding Investigations and Repairs

Following the recent Storm Babet flooding around the county, Suffolk County Council teams have pumped away 4.7m litres of water, cleared 8,412 drains of storm debris and removed over 100 trees blocking roads. In addition to this, as the lead local flood authority, Suffolk County Council has a duty to investigate the causes of flooding and take action to prevent future floods, and have announced that £1m will be spent on investigating the Storm Babet flooding and improving the county's resilience for further storms and excess rainfall. Additionally, it will be administering the funding recently announced by the government whereby owners of flooded properties are able to apply for up to £5,000 to protect their homes and business from future flooding. Details of how to apply will be shared once they are known.

LionLink Energy Project

The council has submitted a second, extensive response to proposals for LionLink, an energy project which could see considerable impacts on Suffolk's coastal communities and natural environment. The council is opposed to the current proposed landing points at Southwold and Walberswick and has asked that better coordination be considered with other offshore energy projects like Sea Link to avoid unnecessary disruption to Suffolk communities and landscapes.

Libraries Consultation

The council is consulting on the new library service for the county as the contract with the current provider ends in May 2025. A consultation has been launched to gather views from residents about what they value about the current service and what they think should be developed, especially in terms of outreach and mobile libraries used in the county. If you would like to share your views, you can access the consultation at the following link:

<http://www.suffolk.gov.uk/LibraryConsultation>

Suffolk Adult Care Rated Good



Suffolk County Council’s adult social services were inspected by the Care Quality Commission (CQC) in August and September, and the judgement is that services are good, with strengths in safeguarding, leadership, use of digital technologies and the way SCC works with other local partners to provide care. Areas for improvement included equity in experiences and outcomes, and gaps in dementia and nursing care provision. Delays in getting through to the Customer First phonenumber – the main first point of contact for social care – were also highlighted for improvement.

Social Worker of the Year Awards

Suffolk County Council had a successful evening at this year’s Social Worker of the Year Awards in London, including a Gold Award for Newly Qualified Adult Social Worker of the Year, and a Silver Award for the Deprivation of Liberty Safeguards (DoLS) Team, who work to keep Suffolk residents safe where they do not have capacity to make their own decisions about their care and treatment. SCC children’s services also won a Silver Award in the Children’s Service of the Year category. Overall, the county council had six award nominations this year.

Peninsula Water Testing

The water testing project around the peninsula is now fully afloat thanks to Ed and his team (!) and the initial results are as follows:

4th week in November: SS1 / Holbrook : 2 Colonies (200cfu/100ml - "Good Quality")
 SS2 / Harkstead : None ("Excellent Quality")
 SS3 / Shotley : None ("Excellent Quality")
 SS4 / Pin Mill : 4 Colonies (400cfu/100ml - "Sufficient")
 SS5 / Woolverstone : 2 Colonies (200cfu/100ml - "Good Quality")

3rd week in November: SS1 / Holbrook : 6 Colonies (600cfu/100ml - "Poor Quality")
 SS2 / Harkstead : None ("Excellent Quality")
 SS3 / Shotley : None ("Excellent Quality")
 SS4 / Pin Mill : 1 Colony (100cfu/100ml - "Excellent Quality")
 SS5 / Woolverstone : 8 Colonies (800cfu/100ml - "Poor Quality")

As all the colonies are taken from a 1ml sample, the results are multiplied x100 to give a proportion per 100ml. Any water with more than 500 colonies is considered poor quality and not recommended for bathing by DEFRA. -

<https://environment.data.gov.uk/bwg/profiles/help-understanding-data.html>

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

Cost of Living help and advice:

<https://infolink.suffolk.gov.uk/kb5/suffolk/infolink/family.page?familychannel=6>

Benefits advice and support:

<https://infolink.suffolk.gov.uk/kb5/suffolk/infolink/adult.page?adultchannel=0>

Simon Harley Suffolk County Councillor for Peninsula Division

Wishing you all a merry Christmas and peace in the New Year