



MINUTES of the PARISH COUNCIL MEETING held on Monday 02 October 2023 commencing at 7.30pm held at Tattlingstone Village Hall.

LIST OF ABBREVIATIONS USED INCLUDED AT APPENDIX B

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

Also in attendance: S Keys (Clerk), 5 members of the public, County Councillor Simon Harley 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 Cllrs Hawes, Mark and Lee.
- b) 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 – Cllrs Abbott and Stennett declared registerable interests in item 10 on the agenda.
- b) To receive notification of gifts of hospitality exceeding £50 – there were none received.
- c) To receive requests for dispensations – none had been received prior to the meeting and there were no dispensations requested.

04. MINUTES

- a) To approve the minutes of the meeting on 04 September 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 confirmed that quotes to weather-proof the village bus shelters was still being sought.
 - The Clerk confirmed that she had asked a local handyman to review and quote for repairs to the village benches.
 - The Clerk confirmed that she had contacted Anglian Water and highlighted concerns about the state of Lemons Hill Bridge. Anglian Water had agreed to review this.
 - The Chair confirmed that she had not yet been notified when the White Horse pub would be put back. This action was carried forward.
 - The Clerk confirmed that overgrown hedges and verges had been reported to Suffolk County Council.
 - The Dispensation Policy and Request form had been added to the agenda.
 - The Clerk confirmed that the donation for the Remembrance Wreath would be added to the payments when this had been ordered.
 - The Clerk confirmed that a document outlining the relationship between the PC and Tattler Editor had been drafted and added to the agenda for the meeting.
- b) To receive an updated from the Clerk on any other Council issues –The Clerk provided an update on the following issues:
 - A request had been received from Suffolk County Council Road naming for the development at Glenavon. **The Council reviewed the submitted proposals and agreed that the preferred name was 1-4 Candler Close, aif.**



- The Clerk highlighted the forthcoming Babergh District Council and Parish liaison meeting and queried whether any Councillor would like to attend. The Chair confirmed that she would attend on behalf of the Parish Council.
- The Clerk informed the Council that the larger dog litter bin had now been received and installed opposite The Chapel. The Clerk queried whether there was another location for the bin that was removed. **Following discussion the Council agreed that a request should be submitted to Babergh District Council for a dog litter bin at the bridleway by Park and Lodge Cottage. (ACTION – Clerk)**

06. REPORTS FOR INFORMATION

- a) A written report had been submitted from Cllr. Harley (available as Appendix C). Cllr Harley updated the Council on the following issues:
- SCC overspend this year
 - Relocation of the Suffolk Fire and Rescue Centre
 - Testing of water in local rivers by volunteers from Holbook
- b) A written report to be circulated from Cllr Potter (available as Appendix D). Cllr Potter updated on the following issues:
- EV charging points
 - Locality Funding for a defibrillator at The Boot in Freston

07. PUBLIC FORUM

- a) To receive questions and matters of concern from members of the public in attendance on the agenda submitted – the following comments/queries were received about items on the agenda – none.
- b) To receive comments or questions relating to Tattingstone in particular – queries and comments were received from members of the public on a number of issues:
- A member of the public highlighted the need for transport such as minibuses to local towns since there is a limited local bus service. Cllr Harley informed the meeting that there will be a consultation on this issue in the future where this will be addressed.
 - A member of the public raised concerns about overgrown hedging along the path from the Church to the School. Following discussion it was agreed that a letter asking the residents at Autumn House to cut back their hedging should be sent. *(ACTION – Clerk)*
 - The Chair of the VH Committee asked the Council if it would consider giving funding to help maintain the Village Hall going forward. The Clerk confirmed that a request for one-off donations could be submitted to the Council use the Council's Small Grant Application Form available on the Parish Council's website. A request for long-term funded should be submitted in writing to the Council and could then be considered as part of budget-setting going forward.
 - A member of the public informed the Council that a fridge freezer had been fly-tipped at The Wonder. The Chair pointed out that fly-tipping can be reported directly to Babergh District Council via their website.
- c) To receive questions and comments submitted in writing/email for future consideration by the Council – none.

08. STATUTORY BUSINESS

- a) To review and approve the 2023-24 Tattingstone Parish Council insurance renewal documentation received – **Cllr Abbott proposed that the premium was approved and added to the list for payments this month, this was seconded by Cllr Stennett ,aif.**
- b) To review the email received from Community Action Suffolk re: email accounts and approve expenditure if appropriate – following review of the information received **Cllr Stennett proposed that the quote from Community Action Suffolk should be approved, this was seconded by Cllr Clarke, aif.**
- c) To review the Dispensation Policy and request form as circulated by the Clerk – following discussion Cllrs Stennett, Abbott and Clarke stated that they felt this policy and request form was unnecessary since this was covered by the LGA Code of Conduct and requests for dispensations should be made as a matter of standard practice. Following discussion the Council agreed that it would not proceed with a Dispensation Policy or request form.

09. FINANCE

- a) To note the balance of accounts as at 30 September 2023 – Lloyds Account, £30,000, Current Account, £12,501.93 and Deposit Account £3,205.82, **Cllr Plumbly proposed the balance of accounts was approved, this was seconded by Cllr Abbott, aif.**



- b) To approve the accounts awaiting payment including those coming forth and the receipts allocated since the last meeting – the items awaiting payment were verified and explanations given where appropriate. **Cllr Stennett proposed that the meeting approved those as submitted under Paper 4 for payment as seen at Appendix A, this was seconded by Cllr Abbott, aif.**
- c) To note the accounting spot check undertaken by Cllr Page prior to the meeting – Cllr Page confirmed that he had undertaken a spot check of accounts over the last 6 months. No issues had been highlighted.
- d) To review and approve the Budget to Actual Statement as circulated by the Clerk – **Cllr Stennett proposed that the Budget to Actual Statement (Paper 5) should be approved by the Council, this was seconded by Cllr Page, aif.**
- e) To review and approve the Bank Reconciliation Statement to 30 September 2023 – **Cllr Stennett proposed that the Bank Reconciliation Statement was approved by the Council, this was seconded by Cllr Plumbly, aif.**
- f) To note the CIL report for September 2023 including nominal sums for potential CIL expenditure – the Council noted the report circulated by the RFO and the nominal sums included in the report.
- g) To consider/approve the purchase of new village grit bins using CIL funds – the Council reviewed the Wybone grit bins as circulated, **Cllr Abbott proposed that these should be used to replace the broken village grit bins, this was seconded by Cllr Plumbly, aif.** Cllr Stennett agreed to review the village grit bins and confirm the number of bins needed via email.

10. PLANNING MATTERS

- a) To consider and agree response to the following planning matters relating to Tattingstone:

DC/23/04109

Former HMS Ganges Site Shotley Gate Shotley Suffolk

Application under S73a for Removal or Variation of a Condition following grant of Planning Permission

B/12/00500 dated 18/12/2015 Town and Country Planning Act 1990.- To vary Condition 27 (Approved Plans)

TPC MADE NO COMMENT

DC/23/02870

Tattingstone Village Hall Lemons Hill Tattingstone Ipswich Suffolk IP9 2N

Removal of asbestos roof and replacement with "grey" Kingspan profile metal insulated sheeting, Replacement of flat roof covering to front right hand extension with long life reinforced roofing membrane, Strengthening of flat roof, Installation of 2no. public EV charging points

The Chair highlighted that there were irregularities on the planning documents submitted in relation to the number of charging points requested and their location. The Council agreed that until this issue was clarified on the documentation received a recommendation could not be made.

- b) To note the following decisions received:

None.

11. CORRESPONDENCE TO NOTE/ACTION

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

1. An email from Holbrook Parish Council asking the Council to register an interest in designating the lane from Tattingstone to Hales Gove, Holbrook as a quiet lane. The Chair informed the meeting that she felt that this request should be supported. A number of Cllrs stated that since the quiet lanes initiative was not enforceable this was not useful and made verge cutting difficult. Following discussion **Cllr Page proposed that a response was sent to Holbrook Parish Council wishing them well but confirming that at this time the Parish Council was not considering the extension that they have suggested, this was seconded by Cllr Abbott, aif. (ACTION – Clerk)**
2. An email of thanks from St Mary's Church for the contribution towards maintenance of the churchyard.
3. An email from Alton Water re: staffing updates and Lemons Hill Bridge.

12. TATTLER

- a) To note/amend/approve the Standard Operating Document as circulated by the Clerk – following discussion **Cllr Plumbly proposed that this document should be approved, this was seconded by Cllr Abbot, aif.** Cllr Stennett stated that he believed the Parish Council should establish a Tattler Complaints Policy. Following discussion it was agreed that a Complaints Policy should be drafted for discussion at the next meeting. *(ACTION – Clerk)*



- b) To review/approve the proposal from Cllr Stennett re: changes to the reporting of Tattingstone Tattler finances – following discussion it was agreed that all future payments should include a section that reported payments in/out for the Tattler including a year to date figure.

13. VILLAGE MATTERS

- a) To receive an update from the Village Hall and Playing Field Representative if appropriate – the Council noted the report circulated by Cllr Page. Cllr Page informed the Council that the Playing Field Committee had some concerns about the grass cutting tendered for by the Parish Council. It was agreed that a meeting should be held between Cllr Page, the Clerk, the Chair and the Chair of the Village Playing Field to agree a way forward. (*ACTION – Clerk*)
- b) To receive an update on matters relating to the Tattingstone Tattler if appropriate – none.
- c) To receive an update on matters relating to the Neighbourhood Plan if appropriate – following delays to the grant process work is now continuing and the steering group hopes to bring plans to the Parish Council in November 2023.
- d) To review progress of the Tattingstone Community Emergency Plan - Cllr Page informed the Council that the CEP would be updated and circulated prior to the next meeting.

16. DATE OF NEXT MEETING

Monday 06 November 2023, 7.30pm at Tattingstone Village Hall.

Meeting closed at 9.10pm

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



ACTIONS

MONTH	MINUTE NO.	ACTION	WHO
March	18	Source three quotes to weather proof the village bus shelters	Clerk
Sept	07	Ask when White Horse pub sign would be put back	AM
Oct	05	Request a dog litter bin at Bridleway by Park & Lodge Cottage	Clerk
Oct	06	Send letter to residents at Autumn House re: overgrown hedge	Clerk
Oct	11	Respond to Holbrook PC re: quiet lanes initiative	Clerk
Oct	12	Draft a Tattler Complaints Policy and add to agenda for next meeting	Clerk
Oct	13	Arrange meeting re: grass cutting	Clerk



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.)	Bank Transfer	225.00		225.00
Leiston Press Ltd	Tattler Printing (inv. 60137)	Bank Transfer	268.00	3.00	271.00
SALC	Councillor Training and 6 months payroll (inv. 27638, 27639 & 27796)	Bank Transfer	200.00	40.00	240.00
Brantham Parish Council	50% cost of SLCC National Conference	Bank Transfer	195.00		195.00
HMRC	P30 Q2	Bank Transfer	358.00		358.00
Tattlingstone Parish Council	Transfer of funds from Barclays Current Account to Lloyds Current Account	CHQ - 101476	12501.00		12501.00
Business Services at CAS	Parish Council Insurance 2023-24	Bank Transfer	532.29		532.29

Receipts allocated

	Detail	Method	TOTAL
Babergh District Council	Precept 2 of 2	Dep	7750.00
Mrs L M Riddell	Tattler Advert – payment possibly made in error	Dep	16.00
Mrs L M Riddell	Tattler Advert	Dep	20.00
Essex & Suffolk PE	Tattler donation	Dep	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	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 October 2023 to the Parish Councils of Peninsula Division from Simon Harley (SCC Councillor)

Suffolk County Council Overspend

At Cabinet on 12 September my group raised concerns about the overspend predicted for the financial year 2023-24. The council is forecasting a net overspend of £22.3m, which is 3.2% of the overall budget for the year and will cut into the council's financial reserves with a reduction of £56.9m of the council's 'savings'. Finance officers at the council had suggested a high council tax rise during the budget process to try and lessen the pressures on the council caused by rising inflation, energy costs and increased demands on council services such as placements for children in care, adult care and school transport for children and young people with special educational needs. The Cabinet agreed that senior leaders at the council would look at how money could be saved in each directorate to protect council reserves and prevent cuts to services wherever possible.

New Suffolk Fire and Rescue Control Centre

Officers from Suffolk Fire and Rescue Service (SFRS) joined Cabinet on 12 September to explain their recommendation that the council leave the current control centre partnership with Peterborough and Cambridgeshire and open a new control centre in the county by the end of 2024. This would create significant extra cost, but it was agreed that it was necessary for the safety of Suffolk residents. A vote was held and the recommendations were approved. My group were keen to ensure that no fire stations would close and there would be no cuts to jobs or changes to work terms and conditions, but no assurances were given.

Suffolk Youth Justice Service Annual Plan

The Cabinet meeting on 12 September also reviewed the council's Youth Justice Service's annual plan which requires formal sign off by Suffolk County Council as well as the national Youth Justice Board. The plan detailed recommendations from the recent inspection of the service by His Majesty's Inspectorate of Probation (HMIP) in summer 2022. The service are working hard to prevent criminalisation of children in Suffolk by keeping them in school, education and training, reducing the number of first time entrants into the youth justice system and working with the Suffolk Office of Data Analytics (SODA) to produce a disproportionality analysis of young people in the service: racial disparity, differences in school suspension and education rates, police stop and search and arrest rates.

£100k Fund for Net Zero Business Solutions

Suffolk's Public Sector Leaders group have announced a £100k fund to spark net zero innovation across the county. The 'Net Zero Innovation Fund' will provide grants to businesses for innovative solutions that drive the county towards its net zero target. The fund is being coordinated by the Carbon Charter, Suffolk's hub for sustainable business, and is part of a package of work to deliver the Suffolk Climate Emergency Plan, which sets out the shared ambition of a net zero county by 2030.

To find out more information and to apply, businesses should visit <https://carboncharter.org/nzifs/>

SMEs (small to medium enterprises) looking for general help to decarbonise their operations can also access grants to support this as well as free business consultancy delivered by our partners Groundwork East: [Carbon Charter | Net Zero Business Advisor Service](#)

Successful Suffolk care leaver project rolls out across UK



A Suffolk County Council programme which supports care leavers when they reach the age of 18 has proved so successful, it is now being rolled out across the country by the government.

Staying Close, which was launched by Suffolk County Council in 2017, provides a package of support and guidance to young people leaving care. This includes ensuring they have accommodation, resources, and practical and emotional help to help them thrive as independent adults. This support is provided by a staff member who already works with them, so they have a consistent and stable relationship as they move into adulthood. The Staying Close programme in Suffolk is currently providing approximately 150 young people with help and support.

Primary and Secondary school applications are now open

Parents and carers can now apply for a place in the normal year of entry at primary schools and secondary schools for September 2024.

- The deadline for applications to secure a place at a secondary school is Tuesday 31 October 2023
- The deadline for applying for a primary school place (including infant and junior schools) is Monday 15 January 2024.

Parents and carers click here to apply for a place: www.suffolk.gov.uk/admissions

Before making a school application, parents and carers need to consider how they will get their child to and from school. School travel eligibility is based on a child attending the nearest suitable school that would have had a place available – this might not be the catchment area school: www.suffolkonboard.com/schooltravel

Peninsula News

Greener Holbrook Greener World (allied to Holbrook Parish Council) with assistance from locality funds are going to start testing the Stour and Orwell estuaries in 5 locations weekly for E Coli, Phosphates and Nitrates. The results will be shared with the existing groups on the Deben and at other places on the Stour to help give an overall picture of safety for water users and pollution from various sources. Many thanks to the volunteers who will make this happen.

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



APPENDIX D

Report for October 2023 from Daniel Potter (BDC Councillor)

Work is continuing on the development of EV charging points across designated Babergh car parks at Lavenham, Hadleigh and two car parks in Sudbury at North St and Girling St, these should be up and running late in October if all goes to plan.

More sites are being designated for Babergh and Mid Suffolk following the latest Climate Briefing I had with the officers there including at Pin Mill for 2024. We are also looking towards Ebike stands for charging with support for maintenance with an appointed Bike doctor to enable good and long running usage of these types of bikes. This will feed into the EV infrastructure implementation plan which has just had it's first drafting, members of a task and finish group for the Carbon Reduction Management Plan are being assigned which it is hoped will consist of 12 members cross party.

Issues regarding the two houseboats illegally moored at Pin Mill have been addressed to me relating to mooring rights, environmental waste and sewage, and there is a perceived lack of action from the Environment Agency to enforce the law with respect to houseboats moored on the river. This is a site of protected conservation and is a RAMSAR status site and also involves local stakeholders of which there are many, for example Associated Ports of Britain, National Trust, local residents, Babergh District Council, Chelmondiston Parish Council and Ipswich Borough Council.

I am presently being kept up to date by officers exploring ways of enforcing prosecution to the houseboat dwellers and as events unfold I will keep you posted and informed.

I recently attended vehicle inspections for taxi rank companies at a lorry park in Sudbury as part of my role involved with Licencing and Regulatory Practice, to examine the proper checks all taxis must undergo to be considered fit for use. There were 20 vehicles inspected overall during a 3 hour period.

I am also sitting on a panel for a hearing later in September for a licence to be granted for taxi hire company based in Ipswich.

At Cabinet level there have been plans approved for a new café and toilet facilities at Belle Vue Park in Sudbury. A report which will go before Babergh's cabinet members on September 5 focuses on approval for funding for the project – as part of wider plans for investment in improvements to the park. The plan would include demolishing the existing toilet block which has stood since the 1930s and replacing it with a modular building housing a community café alongside a more modern and accessible toilet block for visitors and residents alike.

Finally I am able to report I allocated £500 of locality funds to Freston Parish Council for a Defibrillator which will be housed at The Boot Pub and will make a tremendous difference for emergency use for local residents who will need it for an ambulance call to the Ipswich Hospital and prove invaluable to the community.