



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

### LIST OF ABBREVIATIONS USED INCLUDED AT APPENDIX B

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

Also in attendance: S Keys (Clerk), SCC Councillor Harley, BDC Councillor Potter and 22 members of the public.

#### 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 County Cllr Simon Harley and District Cllr Daniel Potter.
- b) Council agreed to approve the apologies submitted - 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 a registerable interest in item 10c 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.

#### 04. MINUTES

- a) To approve the minutes of the meeting on 03 July 2023 – **Cllr Marks 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, seconded by Cllr Hawes, 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 setting up the Scribe accounting system is now underway.
  - A vacancy for a tree/footpath warden has been added to village facebook page and sent to the Tattler for inclusion in the next edition
  - Response to the Folly Farm application has been submitted
  - An email of support for the Connecting Communities Scheme has been sent
  - A letter of support for the project to install EV charging points at Tattlingstone VH has been sent
- b) To receive notification that a complaint has been made against a Tattlingstone Parish Councillor – the Clerk confirmed that a complaint had been received and that this had been forwarded to the Babergh District Council Monitoring Officer. An outcome is currently awaited.
- c) To receive an updated from the Clerk on any other Council issues – No other issues to note.

#### 06. REPORTS FOR INFORMATION

- a) A written report had been submitted from Cllr. Harley (available as Appendix C).
- b) A written report to be circulated from Cllr Potter (available as Appendix D).

#### 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:
  - Members of the public raised concerns about the work currently being undertaken on the piece of land behind Chedworth Place. Questions were raised about ownership of the land, Parish Council involvement



and possible planning applications. Following lengthy discussion the Chair confirmed that to date the Council had not been notified of any planning applications for this area and could therefore take no further action on this issue at this time.

- A number of comments were received from the public informing the Council of their appreciation for the Tattler and the good work that is undertaken by the editor.
- 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:
- Village benches are in a poor state of repair and should be maintained by the Parish Council. Following discussion it was agreed that these should be reviewed and then repaired where possible (*ACTION – Clerk*)
  - Concerns were raised about the state of Lemons Hill Bridge in terms of vegetation and lack of painting of the fencing along the road. Following discussion it was agreed to contact Anglian Water about this (*ACTION – Clerk*)
  - What is the Parish Council position on removal of Grade 2 listed structures in the village (namely the White Horse Pub sign). Following discussion Cllr Mendel agreed to contact the owners of the pub to find out when this would be put back. (*ACTION – Cllr Mendel*)
  - Concern about hedging and verges at Pudney Poke. It was agreed to report this on the SCC reporting tool. (*ACTION – Clerk*)
- c) To receive questions and comments submitted in writing/email for future consideration by the Council – none.

### 08. STATUTORY BUSINESS

- a) To receive an update on progress against the Internal Audit Report Action Plan as drawn up by the RFO (Clerk) – the Clerk confirmed that the actions on the IA Action Plan are now complete.
- b) To approve appointment of SALC as Internal Auditors for 2023-24 – Cllr Lee proposed that SALC should be appointed as the Tattingstone Internal Auditors for 202-24, this was seconded by Cllr Abbott, aif.
- c) To review and approve Dispensation Policy and request form as circulated by the Clerk – Cllr Stennett informed the Council that he had not been able to review the policy prior to the meeting and requested that this item was carried over to the October Parish Council meeting. (*ACTION – Clerk*)

### 09. FINANCE

- a) To note the balance of accounts as at 31 August 2023 – Current Account, £36,828.46 and Deposit Account £3,197.25, **Cllr Stennett 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 Page proposed that the meeting approved those as submitted under Paper 2 for payment as seen at Appendix A, this was seconded by Cllr Marks, aif.**
- c) To note the accounting spot check undertaken by Cllr Page prior to the meeting – the Clerk confirmed that this would take place in the next few weeks.
- d) To note the CIL report for August 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.
- e) To note confirmation that in accordance with legislation the Clerk has advertised the conclusion of audit for the year ending 31 March 2023 – the Council noted the conclusion of 2022-23 audit and that all paperwork had been published on the Tattingstone website.
- f) To note the opening of a Tattingstone Lloyds Account and to agree a transfer to this account – **Cllr Stennett proposed that a cheque for £30,000 should be added to this account, this was seconded by Cllr Page, aif.**
- g) To review/approve the draft Internet Banking Policy as circulated by the Clerk – the Council noted the Policy circulated. **Cllr Marks proposed the Policy be approved by the Council, this was seconded by Cllr Clark, aif.**
- h) To consider/agree the purchase of a Wreath for Remembrance on behalf of the Parish Council – following discussion **Cllr Page proposed a donation of £50 towards the purchase of a Remembrance Wreath, this was seconded by Cllr Stennett, aif.**
- i) To consider/agree the Annual Play area inspection arrangement for the coming year – **Cllr Lee proposed that Babergh District Council should be requested to undertake play area inspections for the playing field as per their terms circulated by the Clerk, this was seconded by Cllr Mark, aif.**

### 10. PLANNING MATTERS

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



SCC/0024/23B

Folly Farm, Tattingstone, Ipswich, Suffolk, IP9 2NY

Reconsultation as further information submitted – following discussion the Parish Council confirmed they had no further comment to make.

b) To note the following decisions received:

APP/D3505/W/21/3285665

5 Chedworth Place, Tattingstone IP9 2ND

Appeal made under section 78 of the Town and Country Planning Act 1990 against a refusal to grant planning permission.

APPEAL DISMISSED

c) To discuss work currently underway behind Chedworth Place and to provide further information if available – further to the discussion in the Public session the Council confirmed it had no further information on this work at this time.

### 11. CORRESPONDENCE TO NOTE/ACTION

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

1. An email from Suffolk Police re: dangerous driving at Lemons Hill Bridge – the Clerk confirmed that she had provided some photo evidence to the police and requested any further evidence to be provided for forwarding to the police.
2. An email from a local resident re: vegetation at Chedworth Place – the Council noted that this had now been dealt with.
3. An email from Babergh District Council re: the recent Musical Wellbeing project.
4. An email from BDC re: a noise complaint from bottle banks at the Village Hall – the Clerk confirmed that she had forwarded this to the Village Hall Committee.

### 12. TATTLER

- a) To note the Editor Job Description as circulated – the Council noted the circulated job description and the outline of tasks undertaken as part of the editor role.
- b) To note and review the email correspondence received ref/ The Tattler – the Council noted the email correspondence received. Following discussion the Chair suggested that it would be beneficial to have a document that outlines what is expected by the Parish Council of the Tattler Editor (like a Standard Operating Procedure), **this was aif by the Council**. The Council agreed that the Clerk should draft a document for submission at the next Parish Council meeting. (*ACTION – Clerk*)

### 13. EMAIL ACCOUNTS

- a) To review the email from Ipswich Website re: email accounts – the Council reviewed the email received. Following discussion the Council agreed that this option was too costly and that alternative solutions should be found.
- b) To consider/agree next steps as appropriate – the Clerk agreed to investigate alternative options and to provide an update at the next meeting.

### 14. SLCC CONFERENCE

- a) To approve proposal from the Parish Council Chair that the Parish Clerk is funded to attend the SLCC 2-day national conference in October 2023, 50% funded by TPC (including travel costs) – the Clerk noted that the other 50% of the costs would be funded by Brantham Parish Council. **This proposal was aif by the Council**.
- b) To consider/agree next steps as appropriate – the Clerk confirmed that Brantham Parish Council would make the booking and 50% of the costs should be paid to BDC by cheque or bank transfer.

### 15. VILLAGE MATTERS

- a) To receive an update from the Village Hall and Playing Field Representative if appropriate – the Council noted Paper 11 circulated with the papers for the meeting. Cllr Page updated the Council that final income for the Village Fete had been confirmed as £2900.
- b) To receive an update on matters relating to the Tattingstone Tattler if appropriate – Cllr Hawes thanked members of the public for their support received in person or via email. Cllr Hawes confirmed the publication of the August



Tattler had been delayed but that this is currently with the printer and will be delivered this week. Cllr Hawes confirmed that another subscriber had just renewed for the coming year.

- 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 has now been updated and circulated to Parish Councillors. Following discussion it was agreed to remove the reference to holding personal information of vulnerable residents for GDPR purposes.

### 16. DATE OF NEXT MEETING

Monday 02 October 2023, 7.30pm at Tattingstone Village Hall.

**Meeting closed at 9.13pm**

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



## ACTIONS

MONTH	MINUTE NO.	ACTION	WHO
March	18	Source three quotes to weather proof the village bus shelters	Clerk
Sept	07	Arrange for review and repair of village benches	Clerk
Sept	07	Contact Anglian Water re: Lemons Hill Bridge	Clerk
Sept	07	Ask when White Horse pub sign would be put back	AM
Sept	07	Report overgrown hedges and verges to SCC	Clerk
Sept	08	Add Dispensation Policy and Request form to October PC agenda	Clerk
Sept	09	Add donation of £50 to payments list in October 2023	Clerk
Sept	12	Draft a document outlining the relationship between the PC and Tattler Editor and PC expectations	Clerk

**Appendix A – Finance Report*****Accounts paid since the last meeting***

<b>Payee</b>	<b>Detail</b>	<b>Method</b>	<b>NETT</b>	<b>VAT</b>	<b>TOTAL</b>
S. Keys	Clerk/RFO July Salary	CHQ – 101467	477.50		477.50
S. Keys	Clerk's Expenses	CHQ – 1014667	9.00		9.00
D. Childs	Replacement for lost cheque 101461	CHQ – 101466	200.00		200.00

***Accounts submitted for payment – Current Account***

<b>Payee</b>	<b>Detail</b>	<b>Method</b>	<b>NETT</b>	<b>VAT</b>	<b>TOTAL</b>
S. Keys	Clerk/RFO August Salary	CHQ – 101468	477.30		477.30
S. Keys	Clerk's Expenses	CHQ – 101468	9.00		9.00
D. Childs	Playing Field Grounds Maintenance July & August (inv. 1683 & 1706)	CHQ – 101469	400.00		400.00
PKF Littlejohn Ltd	External Audit 2022-23	CHQ – 101470	210.00	42.00	252.00
Community Action Suffolk	Website Hosting August 2023- August 2024	CHQ – 101471	50.00	10.00	60.00
St Mary's Church, Tattingston PCC	Donation to grounds maintenance costs at St Mary's Church	CHQ – 101472	800.00		800.00
SALC	Councillor Training – Jlee	CHQ – 101473	60.00	12.00	72.00
Babergh District Council	Election Charges	CHQ – 101474	142.23		142.23
Tattingstone Parish Council – Lloyds	Transfer to new Parish Council Bank Account	CHQ – 101475	30,000.00		30,000.00

***Receipts allocated***

	<b>Detail</b>	<b>Method</b>	<b>TOTAL</b>
Cash Deposit	Tattler donations	Dep	300.00
Barclays bank interest	Bank interest 6 March – 4 June	Dep	6.65

**Appendix B - Glossary of Common Abbreviations used**

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



## APPENDIX C



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

#### **Pylon plan not supported by SCC**

Suffolk County Council is not supporting the latest proposals by the National Grid to install 114 miles of electricity pylons across the county as part of the “Norwich to Tilbury” project. A number of objections have been raised about the 33 mile stretch of the new works which would run through Suffolk, which includes installing a stretch of cabling under the Dedham Vale Area of Outstanding Natural Beauty. The council is pressing for an offshore solution to be fully researched and considered.

#### **Onshore facility proposal for Suffolk Coast**

Suffolk County Council was disappointed to learn that the LionLink interconnector project from National Grid Ventures has identified an alternative landfall at Walberswick, with cable routing making its way to the north of Southwold.

The Lionlink project aims to connect multiple offshore wind farms in the North Sea, instead of individual wind farms connecting one by one to the shore. The project is a joint venture between the UK and the Netherlands, supplying energy to both countries.

The Council will study the details of the new proposals, and will prepare its response to the National Grid’s second public consultation, which opens on 8 September.

#### **2023 Tour of Britain Cycle Race**

The world’s best cyclists will be taking to the roads of Suffolk on 7 September, including Tour de France champions. This fifth stage of the national race will start in Felixstowe at 10.45am and go through Kesgrave, Ipswich, Hadleigh, Needham Market, Stowmarket, Framlingham, Leiston and Woodbridge before finishing back in Felixstowe at around 3.30pm. For details of the route and timings, please see the plans for Stage Five on the Tour of Britain website: <https://www.tourofbritain.co.uk/stages/stage-five/>

#### **New Fire and Rescue Service Training Centre**

The Suffolk Fire and Rescue Training Centre at Wattisham has had a £1.3m upgrade and was formally opened on 24 August. This includes a new tactical firefighting facility to simulate incidents firefighters may be faced with and help them prepare for the dangerous work they undertake in the community.

#### **Social Worker of the Year Awards 2023**

Suffolk County Council’s social workers and social care teams have been shortlisted for six awards at the annual Social Worker of the Year Awards. This is the only major national awards event for social work in England, attracting hundreds of entries every year and reaching millions of people with positive stories of outstanding social work. We are really proud of our social workers, who work so hard to help people in often challenging circumstances. The winners will be announced at the awards ceremony in November this year.

#### **Support for Ukrainian refugees moving to private rented accommodation**

In May, Suffolk County Council announced a one-off £2,000 support grant for Ukrainian refugees moving on from their host into their own accommodation. The Independent Living Payment is available to any Ukrainian refugees moving into private rented accommodation after 1 April 2023. Guests must have been living in Suffolk for a minimum of two months and be registered on the Suffolk Homes for Ukraine scheme to be eligible for the payment. This funding can be used for any associated housing costs, including furniture, moving costs or travel to work. The





support can be used towards accommodation which is furnished or unfurnished, and accommodation can be in Suffolk or out of county.

Ukrainian guests can apply for the Independent Living Payment and completing the application form on the Suffolk County Council website:

<https://www.suffolk.gov.uk/community-and-safety/communities/community-engagement/support-for-refugees/support-for-ukraine/ukraine-information-for-guests>

### **CQC pilot inspection of Adult Social Care (ACS)**

I am representing the opposition in this inspection and will be happy to relay any appropriate feedback about ASC/ACS to the CQC so please let me know where they have done well and where there are areas that need to be improved before 15<sup>th</sup> September.

### **Reinforced autoclaved aerated concrete (RAAC) in schools**

From SCC today: *You are likely to have seen reported in the media the news that 156 schools across the country are affected by the use of reinforced autoclaved aerated concrete (RAAC) during construction.*

*RAAC is a lightweight form of concrete which was used in schools, colleges and other building construction from the 1950s until the mid-1990s.*

*The Department for Education (DfE) is leading on this directly with those schools affected. Suffolk County Council has had no official confirmation from the DfE, however at this stage we believe that four schools may be affected in the county. All of these are academies. This could however change as we learn more from the DfE. Suffolk County Council's education and infrastructure team are offering support to minimise disruption to education.*

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**Facebook** - [Suffolk GLI - Green, Liberal Democrat & Independent Group | Facebook](#)

**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**



## **APPENDIX D**

### **Report for September 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.