



MINUTES of the PARISH COUNCIL MEETING held on Monday 05 February 2024 commencing at 7.30pm held at Tattingstone Village Hall.

LIST OF ABBREVIATIONS USED INCLUDED AT APPENDIX B

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

Also in attendance: S Keys (Clerk), 6 members of the public and District Councillor Daniel Potter.

01. WELCOME AND OPENING STATEMENT

Cllr Page 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 Parish Cllrs Mark & Mendel and County Councillor Harley.
- 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 – Cllr Hawes noted a registerable interest as the Editor of the Tattingstone Tatter on behalf of Tattingstone Events. Cllr Lee noted a registerable interest as a member of the Tattingstone Events Group.
- b) To receive notification of gifts of hospitality exceeding £50 – there were none received.
- c) To receive requests for dispensations – The Clerk informed the Council that she had received requests for dispensations from Cllrs Lee and Hawes for agenda item 9g. Cllr Page noted that it would be helpful to receive input from Cllrs Hawes and Lee on this issue and he proposed that their request should be approved. Cllr Stennett informed the Council that although he would welcome input from Cllrs Lee and Hawes on this issue he would not be comfortable with Cllrs Lee and Hawes being able to vote on this item. Since full Council was not in agreement the motion was not carried. **Cllr Page proposed that Cllrs Hawes and Lee be allowed to speak during agenda item 9g, but would not participate in the vote, aif** (Cllrs Hawes and Lee abstained from the vote)

04. MINUTES

- a) To approve the minutes of the meeting on 08 January 2024 – **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:
 - Inform White Horse pub of outcome of donation request – an email confirming the decision has been sent along with a copy of the Council's Grant Awarding Policy for information.
 - Request a quote for repair of village benches from local contact – the contact had confirmed that although this work would be possible it would be unlikely to be cost-effective and recommended that the benches should be replaced.
- b) To receive the reports of items actioned under delegated powers – none.
- c) To receive items of correspondence for noting only – Council noted the following emails:
 - From Babergh District Council highlighting that the recent Play Area inspection had noticed a dangerous swing seat – the clerk confirmed that this had been forwarded to the Playing Field Committee and the swing seat had been removed.
 - An email from a local resident highlighting concerns about the state of the play area in Tattingstone – the clerk confirmed that she had responded to the email and forwarded the email to the Playing Field Committee for further response.



- An email from local farm owner re: irresponsible use of dog litter bin opposite The Chapel which is being accessed by car causing damage to farmland – the Chair queried whether access to the field could be blocked to prevent turning. Cllr Abbott confirmed that this would not be possible since it would restrict farm access. Following discussion **Council agreed that a sticker should be placed on the bin reminding dog owners that dog waste from home should not be put in this bin. (ACTION – Clerk)**
- d) To receive correspondence from resident re: Wonder Lane/The Wonder and agree next steps as necessary – the Council reviewed the further correspondence from the local resident on this issue but noted that this request was from one member of the public and there were a number of different views on what this stretch of road should be called. Cllr Page confirmed that this property now has a postcode that can be found on all major map providers for use by the emergency services. Following discussion **the Council agreed that the process for re-naming a road should be reviewed before any further action is taken. (ACTION – Clerk)**
- e) To receive an email from Babergh District Council re: Spring Litter Picks and agree next steps as appropriate – Council noted the email received and confirmed that Tattingstone Litter Picks are usually organized by Cllr Mendel.
- f) To receive an update from the Clerk on any other Council issues – None.

06. REPORTS FOR INFORMATION

- a) A written report had been submitted from Cllr. Harley (available as Appendix C).
- b) Cllr Potter gave a report to the Council (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 – A member of the public queried whether other residents at The Wonder/Wonder Lane had been consulted about possible changes. Cllr Page confirmed that he would be contacting affected residents.
- b) To receive comments or questions relating to Tattingstone in particular – Cllr Stennett thanked Cllr Potter for his contribution towards the new gates at the Playing Field.
A member of the public queried whether there was an update on the request to Connecting Communities. The Clerk agreed to follow up.
A member of the public reported overgrown hedging in the village. The Chair pointed out that a report should be made to Suffolk County Council using the reporting tool on their website.
- c) To receive questions and comments submitted in writing/email for future consideration by the Council – none received.

08. STATUTORY BUSINESS

- a) To review the following statutory documents, agree any changes and approve as necessary:
 - Risk Register – **Cllr Stennett proposed that the Risk Register should be approved by the Council, aif.**
 - Internal Control Statement – **Cllr Abbott proposed that the Internal Control statement should be approved by the Council, aif.**
- b) To review/update/approve the following Council Policies; Grant Awarding Policy, Model Publication Scheme, General Reserves Policy, Data Protection and Information Management Policy, Complaints Policy, Health and Safety Policy, Staff Appraisal and Review policy – following discussion **Cllr Page proposed that these policies should be approved, aif.**

09. FINANCE

- a) To note the balance of accounts as at 31 January 2024 – Lloyds Account, £43,764.52, Current Account, £0 and Deposit Account £3,216.98, **Council noted the balance of accounts, aif.**
- b) To note the accounting spot check undertaken by Cllr Page prior to the meeting – Cllr Page noted that a spot check had been undertaken and no issues had been identified.
- 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 and the receipts allocated 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 review and approve Bank Reconciliation statement to 31 January 2024 - Council noted the overall bank balances of £46,981.50 across all accounts held in the name of the Parish Council. **It was confirmed that the account to the end of January were approved, aif.**



- e) To note the CIL report for January 2024 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 £8,765.91 once committed sums were also included.
- f) To note donations made to date in 2023-24 – Council noted a donation of £50 made to Royal British Legion and an unspent donations budget of £750.
- g) To consider the request for financial support from Tattingstone Events Committee – the Council reviewed the request received from Tattingstone Events Committee. The Chair drew the Council's attention to the Tattingstone Grant Awarding Policy which states that organisations serving the needs of the residents of Tattingstone would be eligible to apply for grants from the Parish Council. The Chair noted that the request of £500 was within the budget available which should be spent by 31 March 2024 and proposed that this request should be supported. The following reasons to not approve this funding were noted:
- Cllr Stennett queried why this request should be supported when the previous editor had decided to stand down as Editor of the Tattler on behalf of the Parish Council. Cllr Lee confirmed that Cllr Hawes had been approached by the Committee to recommence this role since the publication was sorely missed by the Community.
 - Cllr Clarke queried what the business plan for the new magazine was and whether there would be sufficient funding to support future issues – Cllr Lee confirmed that the business model would reflect the model that had previously run as part of the Parish Council's Tattler. This had been financially self-sustaining and the group hoped that this would continue. Donations and advertising revenue for the magazine have already been sourced.
 - Cllr Abbott queried why this magazine should be supported when previous requests have been made to Parish Council that have not been supported. The Clerk confirmed that the previous Parish Council-managed Tattler was financially supported with £400 a year. Prior to that time the Council had not had a Grant Awarding Policy in place and so decisions made about grant applications were not based on the criteria currently outlined. The Clerk also pointed out that decisions made by previous Councillors some years ago were not relevant to the current discussion.

Cllr Lee queried why, when the request met the criteria of the policy and funding was available, the Council would consider not granting this funding?

Following lengthy discussion **the Chair proposed that this request should be approved, this was seconded by Cllr Plumbly. Four Councillors voted in favour of the proposal, Cllr Clarke voted against. Cllrs Hawes and Lee did not take part in the vote. The motion was therefore carried.**

10. PLANNING MATTERS

- a) To consider and agree response to the following planning matters relating to Tattingstone:
DC/23/05656
Land At Grove Farm And Land East Of The Railway Line, Bentley
Construction of a solar farm (up to 40MW export capacity) with ancillary infrastructure and cabling, DNO substation, customer substation and construction of new and altered vehicular accesses.
Cllrs Abbott and Lee provided an overview of the site visit that they had made to this location and outlined their concerns with the proposals including; increased traffic, use of chain link fencing and the likelihood that the proposals would include battery storage in the future. Following discussion Cllr Page proposed that Tattingstone Parish Council should respond supporting the response made by Bentley Parish Council and also noting the negative impact of construction and ongoing service vehicles on the A137 that would be caused by the proposals.
- b) To note the following decision notices received:
DC/23/02870
Tattingstone Village Hall, Lemons Hill, Tattingstone, IP9 2NJ
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
PLANNING PERMISSION GRANTED
- c) To note the letter received from SCC and agree any further responses from Tattingstone Parish Council RE-CONSULTATION OF REGULATION 25 APPLICATION
Brockley Wood Land off A12, Belstead, Suffolk, IP8 3JS



Extraction, processing and sale of sand and gravel, processing of inert waste materials with associated plant and related sales, access works, phased restoration using inert recovered materials and aftercare plan.

Following discussion **the Council agree that the previous comments submitted in relation to this application should be re-submitted, aif.**

11. VILLAGE MATTERS

- a) To receive an update from the Playing Field Representative if appropriate – Cllr Page gave the following update:
- Following email correspondence from concerned parent and H&S advance report the tall swing has been removed and a plan to change bolts on remaining swings are in hand.
 - Football Club are doing well in their league although success has incurred additional costs. Council agreed that the club should be made aware of Parish Council grant funding availability.
 - Plans for the 2024 Fete are progressing well.
 - The cricket club are preparing for their 2024 season and have shared the known fixtures that may clash with the football fixtures in April and August.
 - Playground equipment scheme is slowly progressing.
 - The possibility of a Farming Festival (similar to the 2019 event) was discussed.

The Chair noted that a Parish Council sign had been knocked over at the Back Gate. Following discussion, the **Chair proposed that this should be replaced and that the Clerk should be delegated to arrange this, aif.**

- b) To receive an update from the Neighbourhood Plan – The Chair confirmed that the Neighbourhood Plan consultation is now well underway and all responses should be submitted by 08 March 2024. Cllr Stennett informed the Council that he had concerns that there appeared to be decisions taken in the Plan on behalf of the Parish Council that had not been agreed by the Council. Cllr Abbott raised concerns about the allocation of green spaces and the lack of consultation with local landowners. **Cllr Lee proposed that Ian Poole should be invited to the next Parish Council meeting to answer some of the questions from the Council, aif. (ACTION – Clerk)**
- c) To consider/agree next steps re: village memorial benches – Cllr Stennett informed the Council that he had now received information that there are 5 village benches that need to either be replaced or repaired. Following discussion **the Chair proposed that the Clerk be delegated the authority to purchase four replacement benches at a cost of no more than £500 each, and to arrange repair of the bench by the Wheatsheaf, aif.** Cllr Stennett to provide location details to the Clerk (ACTION – BS)
- d) To consider signage on A137 for Tattingstone Primary School and agree next steps – Cllr Stennett informed the Council that the local school would like to place signage to the school on the A137. The Clerk confirmed that applications for signs on the highway should be submitted to Suffolk County Council.

12. DATE OF NEXT MEETING

Monday 04 March 2024, 7.30pm at Tattingstone Village Hall

Meeting closed to the public at 9.27pm

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



ACTIONS

MONTH	MINUTE NO.	ACTION	WHO
February	05	Put sticker on dog bin about responsible use of the bin	Clerk
February	05(d)	Review the process for re-naming a road	Clerk
February	11(a)	Create and install new Play area sign at Back gate	Clerk
February	11(b)	Invite Ian Poole to the next Parish Council meeting	Clerk
February	11(c)	Purchase four replacement benches	Clerk
February	11 (c)	Provide bench location details to the Clerk	BS



Appendix A – Finance Report

Accounts submitted for payment – Current Account

Payee	Detail	Method	NETT	VAT	TOTAL
S. Keys	Clerk/RFO January salary	Bank Transfer	508.50		508.50
S. Keys	Clerk's Expenses	Bank Transfer	9.00		9.00
Moore Electrical	Refund for Tattler Advert	Bank Transfer	40.00		40.00

Receipts allocated

	Detail	Method	TOTAL
Allotment hirers	Allotment rent	BACS	86.40



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	Tattingstone 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 February 2024 to the Parish Councils of Peninsula Division from Simon Harley (SCC Councillor)

Council Budget for 2024-25

At Scrutiny Committee on 11 January, we got our first look at the proposed budget for the financial year 2024-25. The council has projected increased spend for areas such as social care and SEND which are statutory services – this means that the council is required to spend this money by law. As a result, important areas in the budget that can be cut have been, which will lead to cuts in Housing Related Support for those at risk of homelessness, support for people with learning disabilities and autism, and to the Skills team, who support young people not in education, employment or training (NEET). The budget also includes a proposed 100% cut to funding for museums and arts organisations from April 2025, with the funding for 2024-25 coming from government Covid monies to provide a transition period, though they have recently announced a funding pot to which organisations can apply, though this will no longer be core funding. My group opposes the arts cuts and the other savings, which will hit the most vulnerable in our county. The budget proposals will be voted on during the Full Council meeting on Thursday 15 February.

Sizewell C Construction Begins

Construction begins this month of the controversial new power station at Sizewell, a project that is forecast to take 17 years to complete. This will have a massive impact on local communities, the coastal environment and transport routes in the county. Suffolk County Council has secured £250m in mitigation monies for Suffolk communities, but this will still create a lot of upheaval in the county and the council has a role to play in making sure Sizewell C make every effort to minimise its impact and listens to the concerns of residents and local businesses.

New Funding to Combat Serious Violence

Suffolk's Safer Stronger Communities Board has announced a fund of £150,000 from the Home Office to support Suffolk's Serious Violence Strategy. Organisations can bid for funding for specific projects which support the work of Suffolk's Serious Violence Strategy, with allocation of funding managed through Suffolk Community Foundation.

The Serious Violence Strategy focuses on young people and communities at risk of becoming involved in serious violence, and the funding for projects is available to charities, voluntary sector organizations, social enterprises, parish councils, educational settings and other public bodies from April 2024. Applications are invited for grants between £4,000 and £15,000 and organisations can apply by visiting:

<https://www.suffolkcf.org.uk/grants/seriousviolencedutyfund/>

'Good Journey' Scheme for Visitor Attractions

Visitor attractions in Suffolk are invited to sign up for a new scheme promoting car-free days out in the county. Suffolk Growth Partnership and Suffolk County Council have teamed up with national organisation 'Good Journey' to create the scheme, which launches in March.

Around 25 local tourism and visitor attractions are invited to join the Suffolk Good Journey scheme offering residents and visitors discounts and incentives to leave the car at home and explore more of the county on foot, by bike or using public transport. Participating attractions will be supported and will feature on goodjourney.org.uk which provides travel information and discounts to domestic and international visitors and there will a marketing campaign to promote it. Visitor attractions and venues interested in joining Suffolk Good Journey can find out more details by contacting Loretta Jones at Good Journey on loretta@goodjourney.org.uk or info@suffolkgrowth.co.uk

Blue Badge Team - Change of Telephone Number



As a direct result of customer feedback, the Blue Badge phone number will be changing, and there will now be a dedicated phone line for Blue Badge customers. From **31 January** the Blue Badge team will be answering enquires on **03456 066 077**, this number will be visible online across the SCC Website, InfoLink and any future published materials. This is a change from the current telephone number, which is 0808 800 4005.

For more information about how you can apply for a blue badge or assist someone to make an application, please visit <https://www.suffolk.gov.uk/roads-and-transport/parking/blue-badge-scheme>

DEFRA's Property Flood Resilience Grant

Those whose homes or businesses were flooded by Storm Babet and have not yet applied for the initial £500 flood recovery grant payment should do so as soon as possible as this is the first step in applying for the further £5,000 for flood protection from the government's Property Flood Resilience (PFR) Grant. The application process for the latter will begin in early 2024 and after initial eligibility checks by SCC, property owners will be responsible for sourcing an independent surveyor and PFR contractor. Payment of up to £5,000 including VAT will be paid retrospectively to the property owner once the Council receives proof of the completed installation and invoicing for the approved measures.

Further information about the grant eligibility, conditions and the forthcoming application process can be found here: <https://www.suffolk.gov.uk/property-flood-resilience-grant>

For more information about the flood investigations which are due to take place in the wake of Storm Babet, please see <https://www.suffolk.gov.uk/roads-and-transport/flooding-and-drainage/storm-babet>

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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>

Flood preparation advice: <https://www.suffolk.gov.uk/suffolk-fire-and-rescue-service/fire-and-rescue-safety-advice-in-the-community/preparing-for-flooding>

Flood recovery advice and support: <http://www.suffolk.gov.uk/about/flood-recovery-information-for-suffolk>

Simon Harley Suffolk County Councillor for Peninsula Division



APPENDIX D

Report from District Councillor Daniel Potter – January 2024

Last month I joined Hadleigh Environmental Action Team (HEAT) for a morning of tree planting in the green spaces of the local housing estates for a new community orchard, as part of the council's mission to provide biodiversity net gains. Another set of tree planting took place in and around the River Brett stretching across Hadleigh and neighbouring villages.

The Babergh and Mid Suffolk Trees for Life applications have been submitted with the deadline passing on January 10th, the scheme has been running for several years and in it's time has see the councils give out over a thousand trees with more than 200 families applying in 2022 and we would hope to match or exceed that figure this year, the applications are also open to those even without a garden who would be eligible to apply.

Examples of tree planting as part of the scheme have been found with ongoing planting at Needham Lake, Shotley Golden Wood, Broom Hill in Hadleigh, Gallowsfield Wood in Haughley and Sroughton Millenium Green.

In Cabinet I presented the findings of the latest Greenhouse Gas Report for the 22/23 period. The report demonstrates that leisure centres remain the council's biggest emitter of tonnes of Co2 standing at 41%. Existing solar PV panels on housing estates continue to reduce emissions at scope 2 in the 3 scopes evaluated in the report.

HVO has proven to have had excellent results in it's use as a biofuel, exceeding expectations, these are used for the waste refuse collection vehicles and vehicles used by Public Realm. The emissions reduction accounted for 22/23 was 1,127t CO2e (79.5%) to 290 tCO2e, compared to the baseline of 1,417t CO2e.

Installing publicly accessible electric vehicle charging infrastructure is providing residents wider (car) choice, which together with the switch from diesel to HVO in Council waste refuse vehicles, is reducing emissions and improving air quality locally to give overall health benefits.

Since the previous report was published, external funding has been applied for via a Sports England Swimming Pool bid totalling £1.8m for both Babergh and Mid Suffolk Leisure Centres.

A Social Housing Decarbonisation Funding (SHDF) bid is currently in the early stages of being developed and, if successful will include approximately 200 properties, 100 from each district.

The estimated value of the bid is between approximately £4-5 million with BMSDC being responsible for 50% of the funding.

A new task and finish group will be set up to oversee the latest findings of this Greenhouse Gas report as was the case in the previous year's report, chaired by myself and the Environment PH for Mid Suffolk on a biweekly basis.