

TATTINGSTONE

Parish Council

MINUTES

TATTINGSTONE PARISH COUNCIL MEETING

Monday 07 February 2022, 7.30pm held at Tattingsstone Village Hall

PRESENT: Cllrs S Clark, D Hawes, S Page, S Tweedy

CHAIRPERSON: Cllr D Wood

IN ATTENDANCE: S Keys (Clerk), and Cllr Simon Harley

01. WELCOME NEW CLERK The Chair welcomed Sarah Keys, the new Parish Clerk, to the meeting.	ACTION
02. APOLOGIES FOR ABSENCE The Council noted the apologies received from Cllrs D Clarke, G Mark, A Mendel and District Cllr J Gould. The Chair proposed that the apologies were approved, this was seconded by Cllr Clark and aif.	
03. DECLARATION OF INTEREST AND LOCAL NON-PECUNIARY INTERESTS There were no local non-pecuniary interests declared for the agenda under discussion. There were no gifts of hospitality exceeding £25 declared.	
04. REQUESTS FOR DISPENSATIONS There were no requests for dispensations for the agenda under discussion	
05. PARISH COUNCIL MEETING MINUTES The Council reviewed the minutes of the meeting held on 10 January 2022. Cllr Page proposed that the minutes of the meeting were approved, this was seconded by Cllr Tweedy and aif. The Chair signed the paper copy of the minutes.	
06. OPEN FORUM No issues highlighted	
07. CLERK'S REPORT The Clerk informed the Council that following a handover meeting with the previous Clerk she had spent the seven days in post accessing and working through the emails, familiarising herself with documentation and introducing herself. An invitation has been received to attend the Alton Water User Group meeting on 24 February 2022. Following discussion it was agreed that Cllr Page would attend the meeting on behalf of the Parish Council. ACTION: Clerk to respond with attendee details	Clerk
08. MATTERS ARISING FROM THE MINUTES The Chair informed the Council that he had responded to an email from a local resident about a parked campervan. Further emails have been received on this issue from the resident. The Chair confirmed that he would not respond further as there was nothing more that could be added.	
09. REPORTS FROM DISTRICT AND COUNTY COUNCILLORS A written report had been submitted from Cllr. Harley (available as Appendix B). Cllr Harley gave an overview on the following issues: <ul style="list-style-type: none">• Council tax increase of 2.9% approved at the Cabinet meeting on 01.02.22• The increase in funding for social care provision had not been as large as hoped• The Council has agreed to set annual targets towards its goal of becoming net zero on carbon emissions. Updates on these targets will be available by next year.• Biodiversity report has been published• SCC will have a new highways contract next year. Verges will be managed to enhance biodiversity	

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<ul style="list-style-type: none"> Use of Glyphosate as a herbicide will be ceased from 2023 due to its harmful effects on the environment. <p>A written report had been submitted from Cllr Gould (available as Appendix C).</p>																													
<p>10. PLANNING APPLICATIONS AND DECISION NOTICES To consider any planning applications and decision notices received from BDC – none</p>																													
<p>11. CORRESPONDENCE REQUIRING IMMEDIATE ACTION AT THE DISCRETION OF THE CHAIRMAN None</p>																													
<p>12. TO RECEIVE AN UPDATE ON PROPOSED VILLAGE SHOP Cllr Hawes gave the following update:</p> <ul style="list-style-type: none"> A community consultation event will be held on 10-12 February. This has been advertised in The Tattler and on social media. Set up for the event will take place on Wednesday. The event will include a presentation from Andy Airey at 12.30pm each day. A new set of plans for the 1st shop has been received from the architects. It is likely that this 1st version of the shop would be in place for 2-3 years to prove viability. Target opening date of September 2022 																													
<p>13. TO RECEIVE AN UPDATE ON THE TATTLER AND FUTURE FUNDING Cllr Hawes gave the following update:</p> <ul style="list-style-type: none"> The Tattler has now been in publication for over 1 year and the latest issue is the 7th edition The majority of advertisers have agreed to continue advertising in the coming year Printing costs with the current printers have increased by £50 per issue An alternative printer has been found at Leiston which represents an increase of £18 per issue The Council has committed £500 of its budget for printing however there is still a shortfall in the budget <p>The Council considered options for ensuring that the publication is self-sustaining including reducing the number of pages, moving to black and white, finding a sponsor, fundraising from local residents.</p> <p>ACTION – Clerk to find out whether fundraising for this purpose can be done by the Council Cllr Tweedy stated how important the publication is to many people in the village.</p> <p>ACTION – Cllr Wood to include a request for sponsors or advertising to his next editorial Cllr Harley agreed to review whether he could allocate funds to the printing costs for a second year.</p>	<p>Clerk Cllr Wood</p>																												
<p>14. FINANCE TO CONSIDER AND APPROVE <u>Bank Balances</u> – The Clerk informed the Council that since she had not yet received a copy of the bank statement she could not provide the bank balances. When these became available she agreed to provide these by email. <u>Income and expenditure for the month</u> – Cllr Hawes proposed that the accounts detailed in the table below were approved by the Council, this was seconded by Cllr Tweedy and aif.</p> <table border="1" data-bbox="110 1434 1344 1833"> <thead> <tr> <th colspan="4">ACCOUNTS AWAITING PAYMENT</th> </tr> <tr> <th>Chq number</th> <th>Who</th> <th></th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>101388</td> <td>Jane Connell-Smith</td> <td>Salary & Expenses (Jan 2022)</td> <td>£272.42</td> </tr> <tr> <td>101389</td> <td>Colchester Press Ltd</td> <td>Tattler Printing costs</td> <td>£275.00</td> </tr> <tr> <td>101390</td> <td>TGC</td> <td>Grounds maintenance/Grass cutting at Tattinstone Playing Field</td> <td>£1012.50</td> </tr> <tr> <th colspan="4">INCOME RECEIVED IN THE MONTH</th> </tr> <tr> <td colspan="3">Allotment payment – J Leach</td> <td>£28.40</td> </tr> </tbody> </table>	ACCOUNTS AWAITING PAYMENT				Chq number	Who		Amount	101388	Jane Connell-Smith	Salary & Expenses (Jan 2022)	£272.42	101389	Colchester Press Ltd	Tattler Printing costs	£275.00	101390	TGC	Grounds maintenance/Grass cutting at Tattinstone Playing Field	£1012.50	INCOME RECEIVED IN THE MONTH				Allotment payment – J Leach			£28.40	
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<p>15. PAYROLL PROVISION Consider changing arrangements for payroll provision – the Clerk informed the Council that to date an informal arrangement for payroll provision had been in place. This now needs to be formalised. A quote for payroll provision has been provided by SALC as detailed below: “We charge £7.50 (+VAT) a month for one employee without pension or £8 (+ VAT) a month with a pension, so for a monthly service the cost will be either £90 (+ VAT) or £96 (+ VAT) annually.” Following discussion Cllr Clark proposed that this service (with pension) should be approved by the Council, this was seconded by Cllr Hawes and aif. ACTION – Clerk to inform SALC and ensure that arrangements are in place.</p>	Clerk
<p>15. CHANGE OF AUDITORS To discuss change of auditors – The Council discussed options for Internal Audit for 2021-22 including keeping audit arrangements with SALC or moving to new audit arrangements with Heelis & Lodge as recommended by Holbrook Parish Council. Following discussion, it was agreed to remain with SALC for the coming year and review again next year.</p>	
<p>16. NEIGHBOURHOOD PLAN No update.</p>	
<p>16. ANY OTHER URGENT VILLAGE MATTERS</p> <ul style="list-style-type: none"> • Cllr Hawes and Clark highlighted concerns from residents about instances of dog fouling along the heath. Cllr Clark listed the dog litter bins in Tattington and pointed out that there is currently no dog litter bin in this area despite this being used regularly by dog walkers. ACTION – Clerk to contact BDC and find out whether a dog litter bin would be agreed in this location • Cllr Tweedy provided an update on the recent VH Meeting and queried whether the Parish Council still held the £5000 for VH Improvements? ACTION – Clerk to find out and update • Cllr Tweedy informed the Council that Tattington FC have now been promoted to a new league which means that the current facilities provided by the club do not meet the requirements of the league. They are currently seeking funds to remove the current portacabins and replace them with a purpose-built building. • Cllr Tweedy highlighted that there had been some vandalism to the gate of the local play area. In addition she highlighted that the current play equipment is old and has fallen into disrepair. This needs to be replaced. Cllr Tweedy queried whether the Parish Council would be able to fund this? Following discussion it was agreed to add this to the agenda of the next meeting for discussion. • Cllr Clark queried whether it would be possible for the Council to thank the previous Clerk, Jane Connell-Smith for remaining in post longer than expected with a financial bonus. ACTION – Clerk to find out whether this can be done and if so, add this to the agenda of the next meeting. • The Chair informed the Council that he would contact the local litter pickers and ask them to undertake litter picking in areas where verges have been trimmed. • Cllr Wood has agreed to meet with the Village Hall rep to discuss proposals for Platinum Jubilee events. He will provide feedback at the next meeting. 	Clerk Clerk Clerk Cllr Wood Cllr Wood
<p>17. ITEMS FOR NEXT AGENDA</p> <ul style="list-style-type: none"> • Date for Annual Parish Meeting • Annual Review of Policies • Dog litter bin at The Heath • Platinum Jubilee arrangements • Play area equipment update • Additional pay for previous Clerk 	

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18. DATE OF NEXT MEETING 07 March 2022, 7.30pm at Tattingsstone Village Hall	
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Meeting closed at 8.38pm

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

Appendix A - Glossary of Common Abbreviations used

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

APPENDIX B



Report for February 2022 to the Parish Councils of Peninsula

COVID-19

Latest SCC information is available here: <https://www.suffolk.gov.uk/coronavirus-covid-19/>

Latest Government advice is available here: www.gov.uk/coronavirus

Vaccination Appointments can be booked here: www.sneevaccine.org.uk

Budget Scrutiny Meeting, 11th January

The Scrutiny Committee met on 11th January to discuss the Conservative's budget proposals for this year. Our Group believes the budget did not raise the Social Care Precept tax to the necessary amount. Suffolk GLI believes this needs to be raised to a 3% increase, to aid in Suffolk's social care crisis. This recommendation was rejected by the Conservatives.

Furthermore, the Conservative's failed to deliver on providing a Carbon Budget to work alongside the core budget. The Carbon Budget is aimed to help us understand the level of emissions the Council are responsible for and helps to achieve the Council's ambition of being carbon-neutral by 2030. It is important the Carbon Budget is scrutinised, as there are many issues with data collection and performance measures that haven't been addressed. Our Group raised concerns about this for next year.

Cabinet Meeting, 1st February

The Cabinet will meet to discuss the core budget, and vote on whether to pass the budget through to Full Council to be finalised on 17th February. The Cabinet are also voting on adopting the Carbon Budget, as well as the recommendations to enhance Suffolk Biodiversity – making this a key priority moving forward. After the Cabinet meeting, you will be updated on the decisions made.

Cabinet documents can be found here:

[https://committeeminutes.suffolk.gov.uk/DocSetPage.aspx?MeetingTitle=\(01-02-2022\),%20The%20Cabinet](https://committeeminutes.suffolk.gov.uk/DocSetPage.aspx?MeetingTitle=(01-02-2022),%20The%20Cabinet)

Transport East

Suffolk County Council's regional transport body, Transport East, has drafted its new strategy for the future. It explains the investment and priorities Transport East aims to provide, to develop a leading transportation network.

Suffolk GLI are concerned with the emphasis on profit and growth. Instead, a strategy for the future should focus on improved public transportation, greener energy, and walking and cycling infrastructure. Suffolk GLI submitted their comments to Transport East, in the hope they reconsider their strategy. Visit the Suffolk GLI website for our response.

For more information, visit: <https://www.transporeast.org.uk/>

New Discovering Suffolk App

As part of the two year 'Discovering Suffolk' project, Discover Suffolk has launched a free mobile app to help access and enjoy the countryside. The app provides over 100 guided walking, cycling and riding trails to explore.

To download the app for free head over to the Discover Suffolk website

<https://www.discoversuffolk.org.uk/discover-suffolk-app/> or search for 'Discover Suffolk' in the app catalogue on your phone.

Suffolk Libraries Day 2022

Suffolk Libraries Jumpstart January wellbeing campaign ran again throughout January. Working with Wellbeing Suffolk, Suffolk Libraries offered a programme of free online fitness activities and wellbeing drop-ins. Hundreds of people enjoyed the activities already which include yoga, pilates, and creative dance.

Suffolk Libraries is running an online book festival in March, as part of Suffolk Libraries Day 2022. Suffolk Libraries Day is a celebration of the county's library service and the organisation's main fundraising event. Libraries will also be confirming special events nearer the time.

For more information, visit: <https://www.suffolklibraries.co.uk/whats-on/festival/suffolk-libraries-day-book-festival>

SCC Press release: Warm Homes Suffolk Fund to heat up cold homes this winter

- Residents can cut energy costs and reduce their carbon

Suffolk residents who are struggling to keep their homes warm, can contact a new project which offers funding and free advice at www.warmhomessuffolk.org.

Suffolk's councils have joined together to establish Warm Homes Suffolk. The team will be on hand to offer expert advice on reducing energy bills, energy usage and identify benefits that residents may be entitled to, to help keep their homes warm.

The work of Warm Homes Suffolk will also help the county towards its target of Net Zero by 2030, as the project aims to better insulate homes and provide more efficient heating, meaning less carbon is released into the atmosphere.

A successful bid was made to the Department for Business, Energy & Industrial Strategy (BEIS) for £2.7 million pounds of funding to run Warm Homes Suffolk - The Warm Feeling Fund. This is part of the Government's (Local Authority Delivery phase two) LAD2 Scheme, designed to improve the energy efficiency of Britain's homes.

The bid was led by Suffolk County Council, on behalf of all councils in the county. Councillor Andy Drummond, Chair of the Suffolk Environment Cabinet Members group, said:

"With an imminent spike in energy costs for all households, Suffolk's authorities have joined together to offer valuable support and advice to residents. We want to assure people that help is out there, so that you don't have to live in a cold house, or become unwell, by worrying about your energy bills.

"If you, or anyone you know is having difficulty heating their home, or is concerned about their energy bills, please get in touch with Warm Homes Suffolk."

For eligible residents, the scheme can offer a range of home upgrades, including cavity, loft and external insulation, installation of solar photovoltaic systems and switching central heating to more efficient low carbon heat pumps.

The scheme is available to homeowners, those renting and landlords. There are some conditions to meet before being able to access funding, which is aimed at residents who are:

- earning under £30,000 per annum

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- currently receiving benefits (or think you may be eligible)
- living in homes with a low energy rating

If you are a landlord with tenants and property that meet the above criteria, then you could receive a subsidy of up to two-thirds for work which improves the energy efficiency of your property, up to the value of £5,000.

More details and further information about eligibility can be found in the on the Warm Home Suffolk website www.warmhomessuffolk.org, or by calling 03456 037 686. Lines are open Monday to Friday between 9am and 4pm.

Warm Homes Suffolk - The Warm Feeling Fund is a partnership programme with Suffolk Councils (East Suffolk Council, Suffolk County Council, Ipswich Borough Council, Babergh and Mid Suffolk District Councils and West Suffolk Council).

It is funded by Department for Business, Energy & Industrial Strategy (BEIS).

COVID

Latest SCC information is available here: <https://www.suffolk.gov.uk/coronavirus-covid-19/>

Latest Government advice is available here: www.gov.uk/coronavirushave

Vaccination Appointments can be booked here: www.sneevaccine.org.uk

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

Report to Peninsula Division from Simon Harley (SCC Councillor)

APPENDIX C

News and information from Jane Gould, Babergh District Councillor, to the Parish Councils and residents in Orwell Ward

February 2022

Ward news

Most of the parishes in Orwell Ward have some, if not a majority, of their residents living along the B1456, this is the arterial road from Bourne Bridge through to Shotley Gate. Development plans for the old HMS Ganges site at Shotley gate have been in the pipeline for some years and the building work is due to commence in the near future, exact date is still not known but I think we are looking at weeks not months. The developer is looking to engage with local stakeholders and, following dialogue with Babergh District Council, the final draft of their Construction Management Plan (CMP) has been shared with the Parish Councils whose residents will be affected. For Orwell Ward it is Wherstead, Freston, Woolverstone and Chelmondiston and having spoken to most of you I know that it is the arrangements for mitigating and minimising the disruption and potential damage from the construction traffic that is most concerning to us all.

The developers intend to have open and regular dialogue with all Parish Councils throughout the build period and they think it would be beneficial to start as they mean to go on and hold a face-to-face meeting to introduce themselves and discuss any queries there may be with regards to the CMP. There will be opportunity for wider public consultation in due course, however so that the discussion can be focussed on this initial topic, and to establish key lines of communication for each Parish Council, the request is that this initial meeting is not a 'public' meeting and is attended only by nominated representatives of each Parish Council. Your Parish Councils will supply the names of the Councillors who will be attending.

To ensure that they are not in breach of pre-commencement planning condition, the developers formally submitted the Construction Management Plan to Babergh District Council on Monday 7th February, which should allow the statutory consultees within the Council their allotted time to review the document from a technical and compliance perspective, prior to the meeting with our parishes. If there are any parts of the document that, during our meeting, it is decided to amend to suit any comments received, then a revised submission will be made to Babergh District Council within the determination period.

New Whole House Servicing Contract

From February 1, Aaron Services will be working with Babergh DC to deliver the new Whole House Servicing Contract. As a landlord Babergh have a legal obligation to ensure their tenant's homes are safe and maintained to the highest standards. This includes the repair, renewal and servicing of gas appliances including fires and boilers, oil systems, air source heat pumps, and solar photovoltaics. Following a competitive procurement process, Aaron Services will be working alongside Babergh to deliver the new Whole House Servicing Contract. This contract is the second largest that the Councils manage and provides a level of compliance with Gas safety legislation unrivalled by most other contracts.

Aaron Services are locally based in Needham Market, with over 35 years of successful delivery experience in the domestic and commercial markets. Aaron Services Managing Director, David Lummis said: "*We value the opportunity and the responsibility that has been placed on us to work with the Councils and the Housing teams. Both I and my staff will be working every day to ensure we deliver on the commitments we made in the development of this contract.*"

Tenants will see very little change, apart from an engineer arriving from Aaron Services or one of their sub-contractors, rather than Blueflame. Babergh will be informing all their tenants of the changes and monitoring the implementation and successful delivery of the new service through robust contract management, as well as listening to tenants' feedback

Her Majesty the Queen's Platinum Jubilee Celebrations

On Sunday 6 February 2022, Her Majesty the Queen celebrated her Platinum Jubilee, marking 70 years of service. To celebrate this milestone, events will be taking place across the Country, particularly over the four-day Bank Holiday weekend, 2 and 5 June 2022. This bank holiday gives communities the opportunity to come together and celebrate with their neighbours. On Sunday 5 June 2022, communities are invited to organise a 'Big Jubilee Lunch' or street party to celebrate. To mark this special occasion, Suffolk County Council will not be charging fees normally associated with road closures. Applications for road closure must be submitted by 27 March.

As part of the Jubilee celebrations, communities and organisations will be taking part in The Festival of Suffolk. The Festival hopes to be the county's biggest ever community event and will feature activities and celebrations throughout the year.

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Please don't hesitate to contact me if you have any issues that you think I can help with and all the very best to you all.

Jane Gould

Babergh District Councillor, Orwell ward,

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