



MINUTES of the PARISH COUNCIL MEETING held on Monday 02 December 2024 commencing at 7.30pm held at Tattingstone Village Hall.

LIST OF ABBREVIATIONS USED INCLUDED AT APPENDIX B

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

Also in attendance: J. Hazlewood (Minutes) District Councillor D. Potter and 2 members of the public.

01 OPENING

Cllr Mendel declared the meeting open at 7.30pm and thanked all for attending. A statement was read out by the Chair 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 MINUTE TAKER: Councillors **noted** that Jo Hazlewood was present to take the minutes of the meeting in the absence of a permanent clerk.

03 APOLOGIES FOR ABSENCE

To note and approve apologies received – Cllrs noted and approved apologies received from Cllrs D Hawes & B Stennett – **aif**. County Councillor Simon Harley also sent his apologies

04 DECLARATIONS OF INTEREST

- (a) To receive declarations of disclosable pecuniary interests and other registerable interests as detailed in Appendix B of the LGA Model Code of Conduct – no declarations were received
- (b) To receive notifications of gifts of hospitality exceeding £50 – none submitted.
- (c) To note the determination of requests for dispensations for items on the agenda under discussion – none requested

05. MINUTES

To consider and approve the minutes of the previous Parish Council meeting held on 4th November 2024 – **Cllr Mark proposed that Council approve the minutes as a true and accurate record of the proceedings that took place, seconded by Cllr Abbott - aif.** The Chair signed a copy of the agreed minutes.

06. REPORTS FOR INFORMATION

- (a) A written report had been circulated from Cllr. Harley and a copy of the November and December reports are attached to the minutes
- (b) A written report had been circulated from Cllr Potter and a copy of his November and December report is attached to the minutes Cllr Potter highlighted some areas of his report and invited questions – there were no further questions.

07. PUBLIC FORUM



- (a) To receive questions and matters of concern from members of the public in attendance on items on the agenda submitted – no matters were raised
- (b) To receive comments or questions relating to Tattingstone in particular – nothing raised
- (c) To receive questions and comments submitted in writing/email for future consideration by the Council – nothing raised

08. CORRESPONDENCE

- (a) To note correspondence received in November 2024: correspondence had been received expressing concerns about the Neighbourhood Plan (Paper 4 on the Agenda). The Chair has referred the issues raised to Ian Poole and it is planned to arrange a meeting with Robert Hobbs Head of Strategic Planning for Babergh about the NP as the next step.
- (b) To consider/agree next steps as necessary: to arrange the meeting referred to in (a).

09. FINANCE REPORT

- (a) To note and approve the balance of accounts as at 30th November 2024. The Chair had successfully opened a Savings Account with Lloyds and a letter has been written to Barclays to start the process of closing the account. Bank charges are being introduced at Lloyds, although the details had not yet been received. The balances were as follows:
 - Lloyds Instant Access Savings Account:£5,000
 - Lloyds Treasurer's Account £43,592.52
 - Barclays Current account: £205.60
 - Barclays Deposit Account: £3253.21Approval of the above balances was proposed by Cllr Page and seconded by Cllr Lee - **aif**
- (b) To note any accounting spot check undertaken by Cllr Page – no checks undertaken
- (c) To approve the accounts paid since the last meeting and accounts awaiting payment including forthcoming payments together with the receipts received since the last meeting, **Cllr Lee proposed and Cllr Mark seconded that the payments detailed on Appendix A should be ratified and agreed – aif**. Subsequently it was **proposed and agreed** that a contribution of £10 be added to the payment schedule to help fund the external Church lights. **aif**
- (d) To consider any requests for financial support received from local people or groups – no requests had been received
- (e) To consider process and principles for setting the 2025-2026 budget and precept . Councillors noted that the request for the precept for 2025/6 must be submitted to Babergh District Council by 31st January 2025. It was agreed that the budget would be based on the current level of expenditure whilst factoring in percentage increases, It was noted that Employers' NI was likely to go up, due to the threshold for liability reducing to salaries over £5,000. Other items for inclusion: bank charges, an estimate for playing field costs and a budget for £2,000 for cutting back hedges. Following a discussion about who to approach to carry out hedge trimming, it was agreed that it would be helpful to contact other councils for suggested contractors and Cllr Abbott suggested Livertons in Ardleigh could be approached for a quote. It was agreed that issues with hedges, potholes and ditches need also to be reported on the reporting tool.

10. PLANNING MATTERS

- (a) To consider and agree a response to the following planning matters related to Tattingstone **DC/24/05017** West Maine, The Heath – re-application for two new houses in the garden of this address: The PC objected to the previous planning application and, following a discussion, it was



agreed, proposed by Cllr Page and seconded by Cllr Abbott that Cllr Page would lodge a statement to say that the Council’s opinion had not changed. **aif**

11. VILLAGE MATTERS

- (a) To receive an update from the Playing Field Representative – no meeting had taken place, but Cllr Page reported that the Committee will be discussing the budget required for maintenance as well as plans for the Fete next year.
- (b) To receive an update from the Neighbourhood Plan Representative – see Minute 8(a)

12. DATES OF FORTHCOMING MEETINGS at Tattlingstone Village Hall:

- (a) The next Parish Council Meeting will be on Monday 6th January 2025.

13. STAFFING ISSUES:

To resolve under the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the meeting for item 13, due to the confidential nature of the business to be discussed – Cllr Page proposed and Cllr Lee seconded the resolution to hold this item in private with members of the public excluded – **aif**
The meeting closed to the public at 8.17 p.m.

- (a) To receive an update on the appointment of a new Clerk: the Council were updated on the outcome of the recent interviews for a new clerk. The personnel committee recommended:
 - to appoint Rachel Belcher-Nairn as Clerk/RFO with immediate effect
 - to issue a contract (with a 6 month probationary period) for 12 hours initially at Scale 16 on the National Public Services Pay Scale, with the possibility of reducing the hours to 9 per week in the future

The appointment on the above terms was proposed by Cllr Page and seconded by Cllr Lee **aif**

- (b) To consider/agree next steps as necessary: to issue a contract on the above agreed terms.

The meeting closed at 8.35 pm.

SIGNED.....DATED..... TATTINGSTONE Parish Council



ACTIONS

MONTH	MINUTE NO.	ACTION	WHO
Dec	8(a)	To arrange a meeting with Robert Hobbs, head of strategic planning at Babergh DC	AM
Dec	9(e)	To prepare a draft budget	
Dec	10(a)	To comment on the re-application DC/24/05017	SP
Dec	13(b)	To issue a contract to the new clerk	AM



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APPENDIX A

PAYMENTS AGREED/RATIFIED AT THE MEETING HELD ON 2nd DECEMBER 2024

PAYMENTS MADE

Payee	Detail	Method	NETT	VAT	TOTAL
Microsoft	Subscription	Direct Debit	8.60	1.72	10.32
Community Action Suffolk	Website Hosting	BACs	50.00	10.00	60.00
Holbrook PC	Clerk Services	BACs	175.20		175.20
Community Action Suffolk	Email – 10 mailboxes (1 year)	BACs	240.00		240.00
Places for People	Prep and attendance at PC Meeting 4/3/24	BACS	171.50	34.30	205.80
GiffGaff	Mobile Phone	Direct Debit	8.34	1.66 -	10.00
Tattlingstone PC	Transfer from current to new savings account	Transfer	5000.00	-	5000.00

INCOME RECEIVED - None

PAYMENTS TO BE MADE

Holbrook PC	Clerk Services	BACs	87.60		87.60
Village Hall Hire	Hire of hall 10/10(NP, 11/11 and 12/11 (Clerk interviews)	BACs	46.50		46.50
St Mary's Church	To fund external lighting	BACs	10.00		10.00

Countersigned by.....Chair of Parish Council

All payments authorised under The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012

Note: Council resolved at the 2023 Annual Meeting that it met the eligibility conditions, and this continues right through until the next relevant annual meeting which will be May 2027. This is regardless of whether the Council continues to meet those conditions for the duration, (para 7.12 of the Explanatory Memorandum to The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 refers.



APPENDIX B – List of common abbreviations used.

Aif	All in favour
AGAR	Annual Governance and Accountability Return
APM	Annual Parish Meeting
APCM	Annual Parish Council Meeting
ASB	Anti-social Behaviour
BACS	Bankers Automated Clearing Services
BDC	Babergh District Council
BLC	Brantham Leisure Centre
BMCIC	Brantham Management Community Interest Company
BOS	Brantham Open Spaces Group
BMSDC	Babergh & Mid Suffolk District Council
BPC	Brantham Parish Council
CEP	Community Emergency Plan
CAS	Community Action Suffolk
Chq	Cheque
Cllr	Councillor
Cttee	Committee
DCLG	Department of Communities and Local Government
FC	Finance Committee
FOI	Freedom of Information
FR	Financial Regulations
GPoC	General Power of Competence
HMRC	Her Majesty's Revenue and Customs
LPA	Local Planning Authority
LPF	Lower Playing Field
LSC	Legal Sub Committee
NHS	National Health Service
NDP	Neighbourhood Development Plan
NP	Neighbourhood Plan
PC	Parish Council
PCSO	Police Community Support Officer
RFO	Responsible Finance Officer
RFSC	Recreation, Footpaths and Services Committee
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
TPO	Tree Preservation Order
VAS	Vehicle Activated Sign
VCSE	Voluntary, Community and Social Enterprise Organisations
HMC	Village Hall Management Committee



County Councillor Simon Harley's November and December reports to Parish Councils

November Report

For information on local support during the Cost-of-Living Crisis, visit:

[Cost of living support | Suffolk County Council](#)

Latest SCC COVID information is available here:

<https://www.suffolk.gov.uk/coronavirus-covid-19/>

For information on supporting Ukrainian refugees in Suffolk, email: refugeesupport@suffolk.gov.uk or ukrainesupport@communityactionsuffolk.org.uk

the Council are actively looking for new households who could host one or more refugees.

Cost of Living Budget Survey – SCC Open up for your thoughts

SCC has released a survey to local residents, asking for their thoughts on the upcoming 2023/24 budget. A summary of responses will be considered when deciding how to spend your money. With inflationary pressures, our Group expects government to seek spending cuts – meaning public services could be cut and council Reserves may have to be used.

I asked a question at Full Council in November as to whether services would have to be cut and the answer was that it was likely as the Council is expecting a significant deficit next year (well over this year's deficit of £12M).

Please share your thoughts on how the Council should spend their money, as well as highlighting issues in your communities.

For a link to the online survey, click here: <https://www.smartsurvey.co.uk/s/7BQY0J/>

Cost-of-Living Leaflet: Updated to Show Support

Over 85,000 leaflets, highlighting information and guidance during the crisis, were distributed amongst Suffolk communities. The leaflet shows all the help Suffolk offers with finances and household expenses, as well as how to stay warm this winter. Anyone vulnerable please have a look at how Suffolk can help.

For a link to the leaflet, click here: <https://suffolk.pagetiger.com/cost-of-living-support/scc1>

There is a lot of useful information on Suffolk Infolink: [Suffolk InfoLink | Cost of living support in Suffolk](#) and if you are in a position to help others (e.g. by donating food, clothing or furniture) there is a link here to organisations you can contact.

Suffolk County Council's Launch of 'Winter Matters' Campaign

SCC have launched their Winter Matters campaign, which aims to help ease the pressures of winter for Suffolk residents. This is a signposting campaign that centres around five key themes: Finances, Safety, Environment, Health and Wellbeing, and Highways.

For more information and advice on how SCC can support you during winter, visit: www.suffolk.gov.uk/wintermatters



Full Council – 20th October – GLI Motion

Suffolk GLI submitted a motion calling for Suffolk County Council to reject the idea of an “Anti-Growth Coalition”. The term, coined by a former Prime Minister, suggested anyone who criticised the government’s economic policy was part of a coordinated group against growing our economy.

Our Group wanted Suffolk County Council to denounce this term and acknowledge the importance in different opinions – including the view that growth should consider social responsibilities, community voices, sound financial policy, and environmental limits. Something we believed this government was not adhering to and should do.

The Conservatives voted against our motion, however we still feel it is important that our local authorities reject untruthful and divisive claims.

Cabinet Meeting – 11th October

The Cabinet met for the first time since the summer political recess. The Cabinet agreed to spend £2m on new care provision for Children and Young People in Felixstowe. In addition, SEND services received £10m to provide more specialist units in Suffolk. We are in support, as we want to remove the pattern of families travelling cross-county for support.

The Suffolk Local Access Forum submitted their annual report, which included their concerns about Sizewell C and its effect on green networks and Rights of Way. Our Group have strongly campaigned in support of the Forum’s position, and we will continue to voice concerns over the effects of constructing new nuclear power facilities on our coastal landscape and the wildlife that lives there.

Follow us on:

Twitter - [Suffolk Green, Lib Dem & Independent Group \(@SuffolkGLI\) / Twitter](#)

Instagram - https://www.instagram.com/suffolkgli_group/

Facebook - Search ‘Suffolk GLI - Green, Liberal Democrat & Independent Group’

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

December Report

Flooding Investigations and Prevention

At Cabinet on Tuesday 5 November, a decision was made by the council that it would allocate £1.5m from its reserves to deal with the recommendations which have come out of the flood investigation (Section 19) reports following Storm Babet last October. The money will mostly be used for highways flood mitigation and drainage work but some will be put aside to develop longer-term schemes and accessing funding for further flood protection for the county. The money will not fix all problems with flooding in the county and the £1.5m relates only to the recommendations from the reports published so far (10 reports out of the 48 commissioned). The works funded via this decision will be carried out between now and March 2026, and additional funding is required because the council would ordinarily only carry out three or four investigations a year – Storm Babet means that nearly 50 will be needed. Flood investigations are prioritised in locations where five or more properties have been flooded, or flooding to major infrastructure for 10 hours or more.



This page on the SCC website gives information on the locations that will be subject to flood investigations as a result of Storm Babet: <https://www.suffolk.gov.uk/roads-and-transport/flooding-and-drainage/storm-babet>

This page contains links to all of the flood investigation reports published so far by the council (not just for Storm Babet reports from 2024, reports from previous years are also included): <https://www.suffolk.gov.uk/roads-and-transport/flooding-and-drainage/flood-management-in-suffolk/flood-investigation-reports>

Please see links at the bottom of this report on how to protect your property from flooding and advice on how to deal with the aftermath of flooding.

Loft Insulation Offer for Suffolk Residents

For the second year running, Suffolk's Public Sector Leaders are providing funding to help Suffolk residents make their homes warmer and save money on their energy bills by providing discounted loft insulation - an uninsulated home can lose up to a quarter of its heat through its roof. The Suffolk Loft Insulation Offer enables homeowners in Suffolk to receive a 50% discount (up to £200) and free delivery on orders of 200mm or 370mm wide eco-friendly thermal insulation rolls from High Loft, the UK's leading eco loft insulation brand. Last year, the project enabled the insulation of over 5,000m² of roofs in Suffolk, and this year the Suffolk Climate Change Partnership wants to double that figure. The offer is open to anyone in Suffolk and will only close once the allocated funding has been spent.

Visit <https://highloft.co.uk/pages/suffolk-council-200-loft-insulation-contribution> and fill in the form to receive your discount code.

More Home Energy Efficiency Schemes

The council's new £3m fund for interest-free loans to residents wishing to undertake home energy efficiency upgrades that was mentioned in last month's parish report is now active, and applications can now be made at <https://www.lendology.org.uk/warm-home-suffolk-loan>. Energy efficiency upgrades such as insulation, solar panels, batteries, glazing, or heat pumps are possible with loans from £2,000 to £15,000 to be repaid over a maximum of seven years at 0% interest.

A Suffolk Retrofit Assessment Voucher Scheme is also launching, funded by Suffolk Public Sector Leaders, whereby homeowners in Suffolk will be able to apply for a voucher that covers the cost of a professional retrofit assessment on their home property. These assessments are the first step towards making their home more energy-efficient, lowering their bills and reducing their carbon footprint. Residents who own a home with an EPC band of below C can take up the offer of a voucher to claim an assessment from a PAS 2035 Retrofit Assessor who will identify the best measures for their home, for example insulation, draft proofing, ventilation repairs, low carbon heating or solar panels. The assessment report will also incorporate analysis of the cost vs benefit of implementing the suggested improvements. The assessment is free for those with properties smaller than 98m², with a maximum additional charge of £30 for larger properties bigger.

Homeowners can check to see if their property has an existing Energy Certificate with an EPC band and record of their property size at gov.uk/find-energy-certificate. They can apply for the vouchers by visiting suffolkenergyassessment.co.uk. Applications are open now, and vouchers will be distributed on a first-come, first-served basis.

Council Budget Consultation

Suffolk County Council has launched a public consultation prior to decisions on the budget for the next financial year, 2025-26, which are due to be made in the next few months. This is an opportunity for



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residents and businesses to share their views on proposed Council Tax changes and spending priorities, as well as giving information on how the council manages its finances, the cost-saving measures already in place, and how the council might generate more money to support essential services. The council can increase its budget in two main ways: by receiving more funding from the government or by increasing Council Tax. The survey asks residents which council services they use and to indicate which council services they consider most important to them. The consultation will close on Monday 16 December, and if you want to participate, visit www.smartsurvey.co.uk/s/2025_26_budget. The results of the consultation will be included in a final report when the council sets its budget is set in February 2025.

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>

I wish all the residents of the Peninsula Division a Happy and Peaceful Christmas and a Joyful New Year

Simon Harley Suffolk County Councillor for Peninsula Division



APPENDIX D

District Councillor Daniel Potter's November and December reports to Parish Councils.

November Report to Parishes

Earlier this month Babergh DC held its Town and Parish Liaison meeting at Pinewood Community Centre, the presentation included an informative account of the district's budget across 3 years which demonstrated the gaps from 25/26 to 27/28 which will prove significantly challenging as those enter the domain of the council's ability to balance its annual budget further forwards.

There was also an AI presentation on housing targets set by Government which from a Babergh perspective requires a target rise from 416 new homes per annum to 763 marking an 82% increase. There will in light of this be an altered buffer to housing supply to accommodate these new housing targets although it cannot be understated that Babergh does not have a wide range of brownfield land and will find that a limiting aspect in any targeted new builds.

A Babergh response has been submitted to the Government referring to housing targets and also there is a disagreement towards the approach to affordability in the formula that has been set by national government.

There is also currently a lack of clarity in how communities will figure into any new housing planning at present and uncertainty how the Joint Local Plan parts 1 and 2 can be compatible with the national targets, a method of tilted balance for localised planning seems inevitable if many houses remain unbuilt.

There are also clear considerations which should be made in respect to Neighbourhood Plans ongoing throughout the district and the advice from Babergh Planning is to continue to push on with these plans rather than wait for any government response.

Both Babergh and Mid Suffolk councils are due to propose an increase of fees and charges in the new year. This is clearly in direct response to the critical financial position that Babergh in particular faces going into the new financial year and beyond, this will be discussed at joint cabinet level and separate cabinet meetings next week Nov 5th. Babergh already faces a predicted £1 million deficit for next February to an overall £6.7 million gap. The proposed fees if to be approved would generate an income increase of £1.42 million (37%).

In full council on Tues 29th Oct, a proposed motion from Babergh opposition Conservatives to consider changing the current governance structure from Cabinet to a Committee System was debated and ultimately a proposed amendment put forward to have a constructed timeline on a full debate early next year. Currently Babergh is facing huge challenges some of which have already been illustrated here in this report, and to make any proposed change now or in the near future to the governance system would prove hugely disruptive to the work officers are already undertaking to make a legally required balanced budget by February.

This amended motion was passed through Council by 19 votes For and 10 Votes Against.

In ward news, I recently approved locality funds for information boards to mark the 70th anniversary of D-Day held of course on the 6th June at the Ipswich High School in Woolverstone, due to the General Election and



funds not being able to be dispersed immediately during this period I was pleased to ensure this funding was ultimately made possible.

Holbrook Repair Café has successfully managed its move to new premises at Freston Village Hall holding its second repair café on the 25th October, as previously mentioned in last month's parish report it is continuing to gain support within the local community with many who held stalls at Holbrook now able to provide those at Freston. I am in contact with them to offer any further support as needed to ensure it continues to thrive at its new location in the Orwell Peninsula.

December Report to Parishes

Councillors at Babergh and Mid Suffolk following full council at their respective meetings agreed new planning guidance to ensure local housing needs are met and future agricultural development is sensitive and sustainable.

The two supplementary planning documents (SPDs) adopted at both Babergh and Mid Suffolk, set out clear expectations of those looking to develop within the districts.

The Housing SPD lays out more detail on the number and type of new properties required by each district on sites, ensuring the right mix to meet housing need, including adequate provision of affordable housing.

The Intensive Livestock and Poultry SPD puts measures in place so intensive farming can sensitively coexist within the districts' rural communities as a valued part of our economy.

The new planning documents follow the adoption of Part 1 of the councils' Joint Local Plan last year and has since become the blueprint for the future development in the districts.

The SPDs support the implementation of the Joint Local Plan, which enables the councils to spell out the detailed steps that planning applicants need to take in order to be considered for planning approval within Babergh and Mid Suffolk.

Further delays to the overall repairs for Kingfisher Leisure in Sudbury will mean the leisure centre which is part of the Abbeycroft Leisure Group, will now take up until February to resolve fully.

Initial repair work relating to a damaged roof, which led to the pool's closure at the end of August, has been completed on schedule, and it was hoped swimmers would return on the 11th December.

However, Babergh District Council, which owns the leisure centre, has been taking the opportunity to carry out additional repairs and surveys on the pool while it is empty.

This revealed a further new problem which requires additional structural work to the pool. This further work is expected to be finished by mid-February, with a new opening date to be confirmed as soon as possible.

All other facilities currently operating at Kingfisher, including the gym, remain open.

On the 27th of November, in my capacity as Chair of the Western Suffolk Community Safety Partnership, which is an outside body from Babergh DC, I attended the PCC Grants Panel in Martlesham Heath Police



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Headquarters alongside the other CSP chairs from other local district councils to discuss how the grants panel can help provide funding pots available to CICs and ongoing projects and meets on a quarterly basis.

These vary between ensuring vital voluntary work is carried out for young people from all social backgrounds increasing their practical skills supporting their strengths and honing in on any weaknesses. parents, carers, vulnerable Adults, young offenders, homeless people, those on drug rehabilitation and those struggling to gain employment are around the specifically targeted groups among the 12 project organisations and CICs that submitted applications to the panel for funds.

Although it's recognised that not every project can be helped the panel can at the very most be critical in the support they're able to give.

Finally, it is now the time of year some villages in Orwell are holding Christmas Fairs and markets normally in village hall settings and I recognise the time, resource and planning that needs to be undertaken. Therefore, with that in mind I will aim to attend as many as I am able to over the late November and December to fully support these over this current busy period which requires volunteers to come forward otherwise they simply could not take place.

Councillor Daniel Potter - District Councillor for Orwell