

## AGENDA of ANNUAL PARISH COUNCIL MEETING

Monday 09 May 2022, 7.30pm at Tattingstone Village Hall

The Council, members of the public and press may record/film/photograph or broadcast this meeting when the public and press are not lawfully excluded. Any member of the public who attends this meeting and objects to being filmed should advise the Clerk who will request that they are not included within the filming.

01.	WELCOME AND OPENING STATEMENT	CHAIR
02.	ELECTION OF CHAIRPERSON 2022-23 Elected Chair to sign Declaration of Acceptance of Office for 2022-23	CHAIR
03.	ELECTION OF VICE CHAIRPERSON 2022-23 Elected Vice Chair to sign Declaration of Acceptance of Office for 2022-23	CHAIR
04.	APOLOGIES FOR ABSENCE To receive and approve any apologies received in advance of the meeting	CLERK
05.	DECLARATION OF INTEREST AND LOCAL NON-PECUNIARY INTERESTS a) To receive declarations of pecuniary and local non-pecuniary interest(s) in items on the agenda and their nature inc. gifts of hospitality exceeding £25 b) To receive requests for dispensations	ALL
06.	MINUTES a) To consider and approve the minutes of the previous Parish Council meeting on 04 April 2022	CHAIR
07.	CLERK'S REPORT a) To receive an update on actions from the last meeting b) To receive a report on any other issues from the Clerk c) To consider/agree next steps as necessary	CLERK
08.	PUBLIC SESSION – to receive reports for information <ul style="list-style-type: none"><li>• County Councillor Simon Harley</li><li>• District Councillor – Jane Gould</li><li>• Questions/comments from the public</li></ul>	CHAIR
09.	STATUTORY BUSINESS a) To re-confirm the appointment of the RFO b) To elect a Playing Field Committee representative c) To elect a SALC representative d) To review and adopt TPC Standing Orders and Financial Regulations e) To re-confirm adoption of the Suffolk Code of Conduct (appendix A of Standing Orders) f) To review and adopt BPC Statutory documents including Asset Register, Risk Register and Internal Controls Policy	
10.	FINANCE REPORT a) To note and approve the balance of accounts as at 30 April 2022: <ul style="list-style-type: none"><li>- Current account: £TBC</li><li>- Deposit Account: £TBC</li></ul> b) To note and approve: <ul style="list-style-type: none"><li>- the accounts awaiting payment</li><li>- the accounts paid since the last meeting</li></ul>	RFO

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	<p>- the receipts allocated since the last meeting (for detail see Appendix A)</p> <p>c) To receive the Draft Statement of Accounts as at 31 March 2022 as circulated by the Clerk</p> <p>d) To review the Council's expenditure of CIL for the financial year 2021-22 and note the amount of unspent CIL</p>	
11.	<p>PLANNING APPLICATIONS</p> <p>a) To review planning applications received and to agree response from TPC as appropriate: APP/D3505/Y/21/3285665 5 Chedworth Place, Tattingstone, Suffolk, IP9 2<sup>ND</sup> Erection of a single-storey rear enclosed porch extension</p> <p><a href="#">DC/22/01377</a> Application for Listed Building Consent - Park Cottage, 23 Church Road, Tattingstone, IP9 2NA Erection of side and rear extensions and rebuilding of no. 24 along with associated internal works. Erection of cartlodge building and associated works</p> <p><a href="#">DC/22/01341</a> Park Cottage , 23 Church Road, Tattingstone, Suffolk IP9 2NA Erection of side and rear extensions and rebuilding of no. 24 along with associated internal works. Erection of cartlodge building and associated works</p> <p>b) To note any planning decisions received DC/22/00818 Land South Of The Rose House, The Heath, Tattingstone, IP9 2LX Application under Section 73 of the Town and Country Planning Act 1990 - Variation of Condition 2 (Approved Plans and Documents) of Reserved Matters Approval DC/21/03637 dated: 23/09/21 (Outline Planning Permission DC/19/02617 - Erection of 4no dwellings and vehicular access.) - To allow change of roof tiles.</p>	CHAIR
12.	<p>CORRESPONDENCE</p> <p>a) To note any correspondence received requiring immediate discussion</p> <ul style="list-style-type: none"> <li>• Email from local resident re lorries on A137</li> <li>• Email from Eastern Region National Highways re: diversion along A137</li> <li>• Email from Suffolk Highways re: diversion along A137</li> <li>• Email from Shotley Holdings re: site meeting</li> <li>• Email of thanks from previous Clerk</li> <li>• Email from local resident re: tree planting for Queen's Jubilee</li> </ul> <p>b) To consider/agree next steps as necessary</p>	CHAIR
13.	<p>TRAFFIC ISSUES ALONG THE HEATH</p> <p>a) To review current traffic issues experienced along the heath</p> <p>b) To consider/agree next steps as necessary</p>	DH/ ALL
14.	<p>VILLAGE HALL GOVERNANCE</p> <p>a) To highlight concerns about the governance processes for the VH Committee</p> <p>b) To consider/agree Parish Council next steps as appropriate</p>	DH
14.	VILLAGE SHOP	DH

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	a) To receive an update on proposed village shop	
15.	THE TATTLER a) To receive an update on The Tattler b) To agree any next steps as necessary	DH
16.	NEIGHBOURHOOD PLAN a) To receive an update on progress of the Tattingstone neighbourhood plan b) To consider/agree any next steps as necessary	AM
17.	COMMUNITY EMERGENCY PLAN a) To receive an update on the current Community Emergency Plan b) To consider/agree proposals to create/update the CEP as necessary	CHAIR/ SP
18.	ANY OTHER URGENT VILLAGE MATTERS a) To consider any other urgent village matters b) To consider/agree next steps as necessary	CHAIR
19.	DATE OF NEXT MEETING Wednesday 06 June 2022, 7.30pm at Tattingstone Village Hall	CHAIR

Signed:



**Sarah Keys** Clerk to the Council

## APPENDIX A

### FINANCE REPORT

<b>ACCOUNTS TO BE AGREED FOR PAYMENT</b>	<b>Chq no.</b>	<b>NET</b>	<b>VAT</b>	<b>TOTAL</b>	<b>Powers Used</b>
S. Keys (April 2022 salary - £296.37 March 2022 expenses - £9.00)	101404	£305.37		£305.37	LGA 1972
Suffolk County Council (Charges associated with SID posts)	101405	£380.00		£380.00	Road Traffic Regulation Act 1984, s.72(1)
A Mendel (reimbursement for previous Clerk's gift)	101406	£100.00		£100.00	General Power of Competence
D. Childs (Installation of dog litter bin – The Heath)	101407	£50.00		£50.00	Litter Act 1983, ss.5,6

<b>RECEIPTS RECEIVED SINCE THE LAST MEETING</b>	<b>TOTAL</b>
Bank Interest	£TBC
11.03.22 Groundwork UK	£2840.00
March 2022 – Allotment receipts	£33.68