

TUNSTALL PARISH COUNCIL

Mrs Tiffany Pollock (Clerk to the Parish Council)

1 CountryLife Cottage, Orford Road, Tunstall, Woodbridge, Suffolk IP12 2JA

NOTICE OF ANNUAL TUNSTALL PARISH COUNCIL MEETING

Thursday 11th May 2023

at 7.00pm in Tunstall Community Hall, Ashe Road, Tunstall

All Councillors are hereby summoned to attend a meeting of the Parish Council as detailed above. All public and press are also cordially invited.

Agenda

1. To elect a Chair of the Parish Council and signing of the Declaration of Acceptance of Office
2. To receive Apologies for absence
3. To receive any Declarations of Interest and any Applications for dispensation on Agenda Items (either pecuniary or non-pecuniary)
4. Signing of Declaration of Acceptance of Office and completion of Election Expenses forms
5. Public Participation (**15 Minutes Maximum**) - To receive:
 - a. Reports or comment from any member of the public
 - b. Reports from County and District Councillors
6. To elect a Vice-Chair of the Parish Council and signing of the Declaration of Acceptance of Office
7. To appoint persons to the following offices:

a) Responsible Finance Officer	d) SALC Representative
b) Tree Warden	e) Internal Auditor
c) Footpaths Warden	
8. To receive instructions for the completion of the Register of Member's Interests at East Suffolk Council
9. To confirm all Directs Debits and Standing orders presently set up for the Council
10. To agree Minutes of meeting dated 9th March 2023
11. Highways
 - a. To receive an update for estimated costs for Orford Road
 - b. To receive an update for ongoing flooding issues on School Road
 - c. To discuss and review data from the speed indicator device

12. Planning:
- a. To discuss and agree response to the following Applications received:
 - i. *None at time of publication of agenda*
 - ii. Any other applications forthcoming or planning matters:
 - a) To discuss joining the East Suffolk Planning Alliance (ESPA)
 - b) To discuss and agree next steps from the Q&A session held for the possible proposed planning to the rear of the Childrens play area and Bowls Club.
 - c) To discuss developing a Neighbourhood plan for Tunstall
13. Tunstall Common/Forest
- a. To receive update from Cllr. Ross for Tunstall Common/Forest
14. To review and discuss Action Log.
15. Recreation Ground/Community Centre:
- a. To receive update of the Community Hall Charity/Committee
 - b. To elect a Parish Council representative for Tunstall Community Hall Management Committee.
16. To discuss future village events.
17. To appoint a non-signatory Councillor to conduct reviews of the systems of internal control on a quarterly basis with written report of any findings to be submitted to the Council.
18. To discuss received estimates so far for projects for the Outdoor 'Sport' and 'Play' funds and agree next steps.
19. Finance Matters:
- a. To accept and sign Accounts to 31st March 2023
 - b. To review accounts for April 2023
 - c. To authorise the following Invoices for Payment:

i. Suffolk Digital (Six months Tunstall Bulletin)	£522.00
ii. Tunstall Community Hall	£80.00
iii. <i>Any other invoice presenting</i>	
 - d. To note Payments made since last meeting:

i. SALC (payroll)	£54.00
ii. T Pollock (Clerks salary, March)	£292.92
iii. HMRC	£10.60
iv. Suffolk Cloud (Tunstall website)	£150.00
v. SALC (Subscription)	£267.52
vi. Tunstall Bowls Club (Grant)	£450.00
vii. Tunstall Community Hall (Grant)	£400.00
viii. D. Lowne (Grant)	£150.00
ix. T Pollock (Clerks salary, April)	£303.52
x. T Pollock (Clerks expenses)	£157.46
 - e. To note Payments received since last meeting:
 - i. tbc
 - f. To note Bank Balances as at 30th April 2023:

i. Barclays Bank (Current Account)	£tbc
ii. Suffolk BS (Tunstall Parish Council)	£6,462.10
iii. Suffolk BS (Tunstall Common Fund)	£71,347.83
iv. Natwest (MUGA Account)	£tbc
20. To receive agenda items for next meeting and agree date of Next Meetings

Tiffany Pollock

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Clerk to Tunstall Parish Council, 6th May 2023