

TUNSTALL PARISH COUNCIL

Mrs Tiffany Pollock (Clerk to the Parish Council)

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

NOTICE OF TUNSTALL PARISH COUNCIL MEETING

Thursday 23rd January 2025

at 6pm at 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 receive Apologies for absence
2. To receive any Declarations of Interest and any Applications for dispensation on Agenda Items (either pecuniary or non-pecuniary)
3. Public Participation (**15 Minutes Maximum**) - To receive:
 - a. Reports or comment from any member of the public
 - b. Reports from County and District Councillors
4. To agree Minutes of meetings dated 18th December 2025
5. To receive an update for the development of the Community Emergency plan
6. To discuss and consider an event for 80th Anniversary for VE Day next year
7. Tunstall Common/Forest
 - a. To receive an update from Cllr. Ross for Tunstall Common/Forest
8. To discuss the village website and updates going forward
9. Highways
 - a. To receive an update for ongoing flooding issues
 - b. To receive an update for 'no left turn' for HGVs at the Snape Junction on Orford Road and missing chevron sign on Ashe Road.
10. Planning:
 - a. To discuss and agree response to the following Applications received:
None at time of publishing
 - b. Any other applications forthcoming or planning matters:
11. To receive an update for the neighbourhood plan
12. To discuss and consider costs for clearing the attenuation pond

13. To review and discuss Action Log.
14. To discuss and agree defibrillator training
15. Recreation Ground/Community Hall:
 - a. To receive update of the Community Hall Charity/Committee.
16. To receive an update for East Suffolk Planning Alliance

17. Finance Matters:

- a. To receive Accounts as of 31st December 2024.
- b. To discuss draft budget for 2024/25
- c. To discuss and agree precept request
- d. To authorise the following Invoices for Payment:

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| i. East Suffolk Services (annual Grass Cutting) | £873.00 |
| ii. East Suffolk (annual land rent for village sign) | £20.76 |
| iii. Tunstall Community Hall (annual rent for office) | £300.00 |
| iv. SALC (training) | £38.40 |
- e. To note Payments made since last meeting:

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|---|-----------|
| i. NGF Play (deposit for shelter) | £3,596.40 |
| ii. PKF Littlejohn (auditor) | £252.00 |
| iii. SALC (training) | £76.80 |
| iv. SALC (payroll) | £54.00 |
| v. T Pollock (Clerks salary) | £371.84 |
| vi. Suffolk Digital (bulletin) | £540.00 |
| vii. T Pollock (Clerks salary) | £371.84 |
| viii. D Broomfield (2 nd pump for Tunstall Common) | £473.32 |
| ix. T Pollock (Clerks salary) | £538.44 |
| x. T Pollock (Clerks expenses) | £228.20 |
- f. To note Payments received since last meeting:

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| i. Interest (Tunstall Common Fund) | £2,586.48 |
| ii. Rural Payments Agency (Tunstall Common Fund) | £6,736.00 |
- g. To note Bank Balances as of 31st December 2024:

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| i. Barclays Bank (Current Account) | £7,964.12 |
| ii. Suffolk BS (Tunstall Parish Council) | £4,838.15 |
| iii. Suffolk BS (Tunstall Common Fund) | £89,531.19 |

18. Documentation – to review and accept where appropriate:

- LGA Model Councillor Code of Conduct 2020
- Internal Controls Statement
- Asset and Responsibility Register

19. Meetings – To receive agenda items for next meeting and agree date of Meetings.

Tiffany Pollock

Clerk to Tunstall Parish Council, 17th January 2025