

# TUNSTALL PARISH COUNCIL

Mrs Tiffany Pollock (Clerk to the Parish Council)

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

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## NOTICE OF TUNSTALL PARISH COUNCIL MEETING

Wednesday 19<sup>th</sup> February 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. To receive any Declarations of Gifts or Hospitality received over the value of £50.00
4. Public Participation (**15 Minutes Maximum**) - To receive:
  - a. Reports or comment from any member of the public
  - b. Reports from County and District Councillors
5. To agree Minutes of meetings dated 23<sup>rd</sup> January 2025
6. To receive an update for the development of the Community Emergency plan
7. To receive an update for an event for the 80<sup>th</sup> Anniversary VE Day
8. Tunstall Common/Forest
  - a. To receive an update from Cllr. Ross for Tunstall Common/Forest
9. Highways
  - a. To receive an update for ongoing flooding issues
10. Planning:
  - a. To discuss and agree response to the following Applications received:
    - DC/25/0257/FUL and DC/250258/LBC Change of use of first floors of Buildings 19 and 20 at Snape Maltings to provide ten new en-suite overnight accommodation units (Use Class C1), accessed via the ground floor of Building 20. Removal of internal staircase and other minor consequential works. Site address: Buildings 19 and 20, Snape Maltings, Snape Bridge, Tunstall, Suffolk, IP17 1SP.
    - DC/25/0476/FUL Proposal: Rear Single Storey Extension Site address: 3 Street Farm Close, Tunstall, Woodbridge, Suffolk, IP12 2LD

b. Any other applications forthcoming or planning matters:

- AP/25/0004/REFUSE - Site at: Land At Tunstall Common, The Common, Tunstall, Suffolk, Planning application reference: DC/24/0633/OUT

11. To receive an update for the neighbourhood plan

- a. To discuss and agree service level and OSPSGA agreements

12. To discuss and consider costs for clearing the attenuation pond

13. To discuss and consider quote received for annual Church clock service

14. To discuss and consider quote received for annual grass cutting

15. To review and discuss internal control report

16. To consider clerks pay scale level and number of hours worked.

17. To review and discuss Action Log.

18. Recreation Ground/Community Hall:

- a. To receive update of the Community Hall Charity/Committee.

19. To receive an update for East Suffolk Planning Alliance

20. To consider and elect Councillors to form a finance committee

21. Finance Matters:

- a. To receive Accounts as of 31<sup>st</sup> January 2025.
- b. To authorise the following Invoices for Payment:
  - i. SALC (Councillor training) £38.40
  - ii. SALC (Councillor training) £38.40
- c. To note Payments made since last meeting:
  - i. T Pollock (Clerks salary) £395.64
  - ii. East Suffolk Services (annual grass cutting) £873.00
- d. To note Payments received since last meeting:
  - i. *None*
- e. To note Bank Balances as of 31<sup>st</sup> January 2025:
  - i. Barclays Bank (Current Account) £6,695.48
  - ii. Suffolk BS (Tunstall Parish Council) £4,838.15
  - iii. Suffolk BS (Tunstall Common Fund) £89,531.19

22. Documentation – to review and accept where appropriate:

- Data Protection Policy

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

*Tiffany Pollock*

Clerk to Tunstall Parish Council, 13<sup>th</sup> January 2025