

Minutes of Tunstall Parish Council MeetingHeld on 10th January 2018 ~ 7.00pm

Tunstall Community Hall, Ashe Road, Tunstall

Present

Cllr. Stephen Saunders (Chair)

Cllr. Kevin Ross

Cllr. Emma Johnson

Cllr. John Hazelton

Cllr. Steve Smith

Cllr. Oliver Morgan

Cllr. Philip Noakes (after item 3)

Judi Hallett (Clerk)

Dist. Cllr. Ray Herring (*part*)

4 Members of the public were present

1. To receive Apologies for absence:

Apologies were received from Cllr. Lucy Silovsky (holiday) and Cllr. Caroline Meffan (unwell).

2. To receive any Declarations of Interest and any Applications for Dispensation on Agenda Items (either pecuniary or non-pecuniary):

Cllr. Hazelton declared a pecuniary interest in item 7 as the owner of The Green Man.

3. To co-opt a Parish Councillor and signing of the Declaration of Acceptance of Office:

Mr Philip Noakes indicated that he wished to join the Council and gave a short account of his residence in Tunstall and previous vocation. Mr Noakes' co-option was proposed by Cllr. Ross, seconded by Cllr. Johnson and all Councillors present agreed.

Cllr. Noakes signed the Declaration of Acceptance of Office and joined the table.

4. Public Participation - To receive:

- a. Reports or comment from any member of the public – Four members of the public were present, and all wished to speak about item 7 on the agenda, the possible registration as an Asset of Community Value of the Green Man. Comments included:

- History of the pub's recent ownership and issue of previous owner's asset stripping the premises. 190 years of being open has now finished.
- Level of investment and experience needed to turn the pub round in to a profitable business. Level of enthusiasm in the village to have a local pub that catered for all needs
- Number of local residents in neighbouring villages which didn't have a pub and possible customers. Great location and size of the pub.
- Number of recent events that were very well supported and where the pub should have been central to the day
- Amount of money, time and effort spent by present owners and lack of income taken from the business in order to keep it afloat.
- Damage an ACV would do to the pub in terms of value and time scales effecting any potential sale.

- The pub is also a family home and the present owners wish to continue to reside there for the present. A lot of work has been put in to the business by all the family
- Opportunities for local people to take on the running of the bar or even to purchase the pub (*price quoted as required by owners as £600,000*).
- As a pub it is probably only worth £250,000 but the investment put in has to be recouped.

Cllr. Saunders thanked all participants for their input

- b. Reports from County and District Councillors – The following reports were given:
- Cnty. Cllr. Reid – No report
 - Dist. Cllr. Ray Herring – Cllr. Herring reported on Budget setting (2% increase likely in Council Tax), No cuts to services, Government Grants now negative (meaning SCDC are paying central Government), Green Waste Bin charges, Civil Parking enforcement, Capital Spend Programme and the Merger of SCDC and WDC.

5. To agree minutes of meetings dated 8th November and 8th December 2017

All Councillors (present at each meeting) agreed that these were an accurate record of the meetings. Cllr. Smith proposed and Cllr. Morgan seconded that they should be signed; all Councillors agreed.

6. Highways (*discussed after item 7*):

- a) To discuss the ‘Report It’ tool and the experience of TPC and other Parishes where 50% of the items are closed without investigation:

The Clerk explained the process for reporting highways issues and that 50% of the reports were closed within hours as not being ‘severe enough’ to warrant attention. She agreed to draft a letter to SCC Highways and send to all first for preview.

- b) To discuss requesting a traffic survey between Tunstall Village and Tunstall Common (Orford Road) to assess if a 40-mph buffer zone is appropriate (Cost £500):

After discussion it was agreed that the exorbitant costs for such a survey and the likely costs for implementing a ‘Buffer Zone’ would be beyond the Parish Council and would be highly unlikely to get SCC funding.

- c) To discuss traffic calming measures at the Snape Bridge area of Tunstall

Item deferred to the March meeting where Cllr. Meffan would be present.

- d) Purchase of additional SID:

Cllrs. agreed to chase the request for the additional post at Tunstall Common first and then see if the timetable could be modified to include this location. It was felt a second SID was excessive for such a small village.

Action: Clerk

7. To discuss request from resident that the Green Man be registered as an Asset of Community Value (heard after item 5):

Cllr Saunders summarised all the comments heard in the public session

Cllr. Hazelton left the meeting

Councillors discussed:

- Value of an asset and what effect that would have on any ACV application.
- Surrounding Public Houses: what worked and what didn't
- Level of support for the application to be submitted
- Clerk explained the ACV process and where it would and wouldn't be invoked

Cllr. Johnson proposed that the Parish Council should apply to SCDC to register the Green Man as an Asset of Community Value. This was seconded by Cllr. Noakes and Councillors voted 5 For and 1 Against in favour of the motion.

Cllr. Hazelton re-entered the meeting

Cllr. Saunders explained the outcome of the debate to Cllr. Hazelton

Action: Clerk

8. To receive update from Clerk as to Statements of Truth regarding use of Duck Lane

The Clerk advised that she had re-drafted a statement based on a similar document provided by Suffolk Legal. This was presently being checked by Suffolk Legal for suitability.

Action: Clerk

9. To discuss contract for cleaning and maintenance of Church clock:

The Clerk explained the history behind the Parish Council paying for the annual maintenance and cleaning of the Church clock and the statute available for this spend.

Cllrs. agreed that the Council should continue to fund this maintenance but asked the Clerk to speak to the Church Warden about the type of clock it is and then to make enquiries as to whether a local clock maintenance company could quote for the work.

Action: Clerk

10. An update on new Data Protection Legislation:

The Clerk updated the Council on the Data Protection legislation coming in to force during 2018 and the Council's and Councillor's level of involvement needed.

The question as to whether or not the Clerk could be the Data Protection Officer for the Council was still under debate but engagement with SALC, LCPAS and the ICO was ongoing.

Action: Clerk

11. Planning:**a) To discuss and agree response to the following Applications received:**

- i. DC/17/5228/FUL - For the modification of an existing single storey flat roof extension to create a new flat roofed two storey extension (creating a third bedroom) and associated internal works - 3 Hocket Crescent, Tunstall. Comments:
 - A flat roof on a second storey building is not in keeping with the neighbouring properties and not sympathetic to the overall design of the house
 - After discussion a response of 'no objection' to the extension was proposed and accepted by all Councillors but the Clerk was asked to advise SCDC that TPC felt the flat roof was 'not in keeping with the neighbouring properties and not sympathetic to the overall design of the house'
- ii. DC/17/4324/FUL – Two storey extension to The Orchards, Orford Road, Tunstall. Comments:
 - Balcony is very large and out of keeping with neighbouring properties
 - The Clerk was asked to submit a response of 'objection' to the large balcony which was felt to be out of keeping with the street scene and not a sympathetic design in the location.

Action: Clerk**12. Finance Matters:****a. To review the accounts for November and December 2017:**

Cllr. Morgan agreed to check the bank statements and Building Society Books against the accounts sheet previously sent to all Councillors. December's bank statement had yet to arrive.

b. To review internal controls and efficiency of Internal Audit:

Councillors discussed both the internal controls observed by the Council and the suitability of the Internal Auditor, Mr Trevor Brown. Both were decided to be more than adequate.

c. To authorise purchase of the LCPAS Data Protection Templates (£30.00):

The Clerk explained that Ufford Parish Council had purchased these as they had paid for the Clerk to attend the LCPAS training. It was felt appropriate for TPC to purchase the templates as they had and would make use of them when complying with the new Data Protection legislation. The Clerk was asked to obtain an invoice.

d. Invoices for Payment:

i. J Hallett (Clerk) – Office + mileage expenses	£158.64
ii. S Saunders (Blackboard Paint)	£10.80
iii. HMRC Cumbernauld (Clerk's PAYE)	£180.40
iv. SALC (DPA Training and Payroll)	£30.40
v. Gary Button (Maintenance)	£75.00
vi. Ipswich Borough Council (Play Park Inspections)	£418.97
vii. Smith of Derby Ltd (Church Clock Maintenance)	£246.00

The above payments were proposed by Cllr. Hazelton, seconded by Cllr. Smith, all Councillors in favour; cheques were signed by Cllr. Morgan and Cllr. Hazelton.

Chairman's initials:

e.	<u>To note payments made since last meeting:</u>	
i.	J Hallett (3 month's salary)	£721.68
ii.	Westcotec Ltd (2 SID Brackets)	£120.00
f.	<u>To note payments received since last meeting:</u>	
i.	IBS Interest (PC Account)	£80.89
ii.	IBS Interest (Common Account)	£16.19
g.	<u>Bank Balances as at 30th November 2017:</u>	
i.	Barclays Bank (Current Account)	£5,052.70
ii.	IBS (Tunstall Parish Council)	£10,866.12
iii.	IBS (Tunstall Common Fund)	£32,431.21

Councillors commented that it was a shame the higher interest rate was apportioned to the IBS account with the lower balance. The Clerk was asked to inquire as to whether it was possible to change the names on the accounts over and then to move funds to correct the balances.

Action: Clerk

13. To receive the Clerk's report and items arising from the last minutes not covered elsewhere:**a) New resident's Welcome Booklet:**

The Clerk gave details of the progress of the Welcome Booklet. Once the map had been received from Mr Taylor the draft document would be reviewed by a new resident of Street Farm Close.

b) Locality Budget Funding:

Councillors asked the Clerk to inquire of Cllr Herring as to whether there were any funds in his Locality Budget for the repainting of the Community Centre.

Action: Clerk

14. Tunstall Common – To receive an update from Cllrs. Ross and Morgan:

It was decided to defer this item until the March Meeting.

Cllr. Johnson gave details of a Twitter Account and Facebook Page set up in the name of Save Our Sandlings Forests.

Action: Cllrs. Ross and Morgan

15. To receive agenda items for next meeting and agree date of Next Meeting:

Items to add to the next agenda:

- Broadband Update

The date of the next meeting was set for Wednesday 14th March 2018. The meeting closed at 9.15pm.

Signed:
Chairman

Date:

Judi Hallett
Clerk to Tunstall Parish Council

Chairman's initials: