

**Minutes of Tunstall Parish Council Meeting**  
Held on 10<sup>th</sup> June 2020 ~ 9.00am  
Via Zoom Video Conference

**Present**

Cllr. Steve Smith (Chair)  
Cllr. Sophy Yeoman

Cllr. Katherine Barton

Cllr. Niels Petersen

Judi Hallett (Clerk)

Two members of the public were present

**1. To receive Apologies for absence:**

Apologies had been received from Cllr. Philip Noakes (Previous Engagement) and Cllr. Kevin Ross (Work). These apologies were accepted. Cllr. Morgan offered his apologies retrospectively.

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

There were none.

**3. Public Participation - To receive:**

a. Introduction to Rev'd Giles Tulk:

Rev'd Tulk introduced himself as the new vicar to the 18 CofE Churches in the district. He set out his vision for the future and was interested in improving the relationship between the Church and the village residents. He also spoke about using the Church for other purposes, such as concerts and other celebrations. A village survey was to be sent out shortly to gather ideas.

Rev'd Tulk was welcomed by the Parish Councillors who all indicated they would be willing to help improved relations in whichever way they could.

b. Reports from County and District Councillors:

- Cllr. Andrew Reid – Daily reports regarding Coronavirus were being circulated
- Cllr Ray Herring – No report had been received.

c. Reports or comment from any member of the public – The following comments were made:

- Printing of the Bulletin – It was agreed to return to printing the Bulletin for the July edition and a number of Councillors agreed to help with distribution if needed.
- Small Ads in the Bulletin – It was agreed to trial these and to gather feedback from readers. The number would be limited, and the column would be reviewed.

Chair's initials: .....

**4. To elect a Vice-Chair of the Parish Council and signing of the Declaration of Acceptance of Office:**

Cllr. Barton advised that she would be happy to chair the meetings on occasions and therefore take up this position. Her appointment was proposed by Cllr. Petersen, seconded by Cllr. Yeoman and all Councillors were in agreement. The Clerk agreed to take the 'Declaration of Acceptance of Office' form to Cllr. Barton for completion.

**Action: Clerk**

**5. To accept resignations of Cllrs' Hazelton and Pollock and for Clerk to explain process:**

The resignations of Cllrs Hazelton and Pollock were accepted. The Clerk explained that ESC had to advertise these positions for a period of 21 days and, if no election were called, the Parish Council would then be permitted to co-opt.

**6. To agree minutes of meetings dated 11<sup>th</sup> March and 6<sup>th</sup> May 2020:**

Cllr. Smith proposed these be adopted as a true record of the meetings. This was seconded by Cllr. Yeoman and all Councillors were in agreement. The Clerk agreed to post them on the Website.

**Action: Clerk**

**7. Planning:**

a) To discuss and agree response to the following Applications received:

- i. DC/20/2011/TCA - T1 Row of mature Horse Chestnut trees - reduce and reshape (by up to 30%) to allow clear passage of visitor vehicles. T2 Sycamore - reduce and reshape because of proximity to adjacent building at Snape Maltings, Snape Bridge, Tunstall. Councillors made the following comments:
  - I see no reason for any objections
  - Conclusion: **No objection** (Proposed by Cllr. Yeoman, seconded by Cllr. Petersen with all Councillors in agreement). The Clerk agreed to write to ESC Planning with these comments.

**Action: Clerk**

**8. Administration – To discuss if TPC should consider moving to monthly meetings:**

After discussion it was agreed to move to monthly meetings for a year's trial. This was proposed by Cllr. Smith, seconded by Cllr. Petersen and all Councillors were in agreement. The following meeting dates were set until the end of 2020:

- 29<sup>th</sup> July
- 19<sup>th</sup> August
- 9<sup>th</sup> September
- 14<sup>th</sup> October
- 11<sup>th</sup> November
- 9<sup>th</sup> December

**9. Village Appearance – To discuss initiatives:**

The following matters were agreed:

- To write to the new owners of the Green Man offering help to tidy the verge between the pond and the pavement and the small area in Ashe Road
- To authorise up to £100 expenditure on the Village Flower Tubs
- To place on the July agenda the proposal that a small stipend could be offered to a local person to provide up to 2 hours' worth of litter picking each month (suggested amount of £20 per month). Cllr. Smith agreed to approach a person who may be willing to take on this position.
- To report dirty or faded signs and to investigate the purchase of 30 mph signs for Woodbridge Road – Cllr. Smith to photograph and measure affected signs

**Action: Clerk and Cllr. Smith**

**10. Highways – To receive update on Flood List:**

The Clerk reported that she chased the list of flood issues on a monthly basis. She was asked to word the next communication regarding the soakaway in School Lane with much stronger language as it was feared Hopkins Moore would soon be off site.

Cllr. Smith reported that SCC Highways were in the village on 9<sup>th</sup> June, surveying the area to be used for the 'David Lowne Flood Scheme'.

Cllr. Smith also reported that there had been a small issue with the SID but that it seemed to be OK now and would be monitored.

**11. Recreation Ground/Community Centre:**

- a) To receive update on the MUGA and report from Site Meeting:

The Clerk and Cllr Smith gave details of a site meeting between the MUGA project team and the two main contractors. Contracts for each contractor would be drawn up and the terms and conditions amended to meet our requirements.

A small issue had subsequently arisen as to whom was responsible for the digging of the trenches and holes for the electrical work but Cllr. Smith agreed to speak to each contractor to resolve this.

**Action: Clerk and Cllr. Smith**

**12. Finance Matters:**

- a) To review Accounts for April and May 2020:

The accounts had been distributed and the Clerk answered a question regarding the payments against subscriptions. Cllr. Smith agreed to sign the paper copy and review the bank statements and building society books.

b) To consider a request for funding for Harvest Scarecrow Festival - £30 suggest max:

After short discussion this was agreed. Cllr. Smith proposed a spend limit of £30 for the prizes. This was seconded by Cllr. Yeoman and all Councillors were in agreement. The Clerk agreed to advise Mrs Pollock who was organising the event.

c) To consider request for funding to enhance the Bus Shelter to become an Information Point and Book Exchange:

The Councillors felt that in principle this was a good idea and the Clerk was asked to obtain details of exact costs.

d) To authorise the following Invoices for Payment:

- |   |         |
|---|---------|
| i. S Smith (Fuel expenses for cutting Recreation Ground path) | £6.00   |
| ii. HMRC Cumbernauld (Clerk's PAYE)                           | £188.40 |

The above payments were proposed by Cllr. Petersen, seconded by Cllr. Yeoman and all Councillors were in agreement they be paid. The Clerk agreed to take the cheques to Cllrs. Smith and Morgan for signing.

Cllr. Yeoman confirmed the bank mandate was presently with her and that she would visit the bank that week.

g) To note Payments made since last meeting:

- |                                 |         |
|---------------------------------|---------|
| i. J Hallett (3 months' salary) | £754.08 |
|---------------------------------|---------|

h) To note Payments received since last meeting:

- |                             |            |
|-----------------------------|------------|
| i. S106 (50% of MUGA grant) | £10,445.74 |
|-----------------------------|------------|

i) To note Bank Balances as at 31<sup>st</sup> May 2020:

- |                                    |            |
|------------------------------------|------------|
| i. Barclays Bank (Current Account) | £27,491.68 |
| ii. IBS (Tunstall Parish Council)  | £6,445.13  |
| iii. IBS (Tunstall Common Fund)    | £53,513.73 |

Action: Clerk

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

Items to add to the next agenda:

- None at the time of the meeting

The meeting closed at 10.20am.

Signed: .....  
Cllr. Steve Smith, Chair

Date: .....

*Judi Hallett*  
Clerk to Tunstall Parish Council

Chair's initials: .....