

Minutes of Tunstall Parish Council Meeting

Held on 28th September 2023 ~ 6.00pm

Tunstall Community Hall

Members

Cllr. Karol Silovsky
Cllr. Oliver Morgan
Cllr. Sophy Barrow

Cllr. Kevin Ross
Cllr. Ben French
Cllr. Neil Gilbert

Cllr. David Broomfield
Cllr. Lesley Cresswell

Present

Cllr. Karol Silovsky
Cllr. Lesley Cresswell

Cllr. Kevin Ross
Cllr. Ben French

Cllr. David Broomfield

Attendees

Tiffany Pollock (Clerk)
1 member of the public

1. To receive Apologies for absence:

Apologies for absence had been received from Cllr. Barrow (unwell), Cllr. Morgan (family commitment), the apologies were accepted.

Apologies had also been received from Cllr. Reid (SCC Councillor).

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

Declarations of interest were made by:

Cllr. Silovsky as Trustee of Tunstall Community Hall and Member of St Michaels and All Angels PCC.

Cllr. French and Cllr. Cresswell as Tunstall Bowls Club members.

Cllr. Broomfield's declared that his partner is a Trustee of Tunstall Community Hall.

Dispensations for discussion of item 5 were received from Cllr. Silovsky, Cllr. French, Cllr. Broomfield and Cllr. Cresswell. These were put to vote and unanimously agreed by all.

3. Public Participation (15 minutes Maximum) – To receive:

- a) Reports or comment from any member of the public

None.

- b) Reports from County and District Councillors

Reports had been received from Cllr. Reid and Cllr. Wilson, these had been circulated to Councillors prior to the meeting and posted on the Tunstall website.

Chair's initials:

4. To agree Minutes of meeting dated 31st August 2023

Cllr. Cresswell proposed the minutes to be adopted as a true record of the meeting. This was seconded by Cllr. Broomfield and all Councillors were in agreement.

5. To discuss received estimates so far for projects for the Outdoor ‘Sport’ and ‘Play’ funds and agree next steps.

After a brief discussion and comparison of quotes received Councillors agreed to replace the rear fencing of the Children’s play area with closed boards, concrete posts and concrete gravel boards installed by Kiwi Fencing. This was proposed by Cllr. Ross, seconded by Cllr. Silovsky and all Councillors were in agreement.

Councillors discussed where the remaining funds should be allocated considering votes received from residents, Cllr. Cresswell proposed that £1000.00 should be allocated to gym equipment, this was seconded by Cllr. Ross, all Councillors were in agreement.

Councillors agreed that the Bowls Club lawn mower should be allocated funds but queried the exact costing and if VAT was included, the Clerk was asked to contact the Bowls Club to request a quote for consideration at the next Parish Council meeting.

Further consideration was given to the remaining funds after the allocation of the gym equipment and the lawn mower, and Councillors agreed that remaining funds will be allocated to the Children’s play area. This was proposed by Cllr. French and Cllr. Cresswell, all Councillors were in agreement. Cllr. Broomfield reminded Councillors that consideration should be taken of the views of the Community Hall Trustees.

6. Planning

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

There were none.

b. Any other applications forthcoming or planning matters:

To discuss and agree questionnaire for the proposed planning behind the Bowls Club and Playing Field.

Councillors discussed and agreed a short selection of questions for the proposed development to capture residents’ views, it was agreed that these would be printed on the back page of the Tunstall Bulletin. This was proposed by Cllr. French, seconded by Cllr. Silovsky, all Councillors were in agreement.

7. Highways

a. To receive an update for outstanding flooding issues.

The Clerk had received a message from highways confirming that an engineer will be making a site visit and will report back to the Parish Council.

Cllr. Cresswell has reported the flooding on School Road.

- b. To receive an update for road safety improvements for the bend on Woodbridge/Orford Road

This item was deferred to the next meeting.

8. Tunstall Common/Forest

- a. To receive an update from Cllr. Ross for Tunstall Common/Forest
Nothing to report.

9. To review and discuss Action Log.

- Flooding – The Clerk will continue to chase East Suffolk Planning for a response from the letter highlighting the flooding on School Road next to Alde House. This has been copied to Cllr. Wilson for assistance.
- Highways – speeding on Woodbridge Road, estimate of costs for the bend on Orford Road – Awaiting quotes from Highways.
- Additional post for the SID at Snape Maltings – Decision on exact location to be made, Clerk has contacted the Police for locations.
- Donation requests for Tunstall Bulletin – Requests have been sent to St Michaels Church and Grace Church.
- Quotes for projects for the sports and play funds – This had been discussed as part of the agenda

Action: Clerk

10. Recreation Ground/Community Hall:

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

Cllr. Silovsky reported that the lights have been installed to the rear corridor, the Community Hall and MUGA continue to be run smoothly.

11. 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.

Cllr. Broomfield agreed to carry out the checks, this was proposed by Cllr. Cresswell and seconded by Cllr. Silovsky, all Councillors were in agreement.

12. To discuss and arrange a village litter pick

Cllr. Cresswell is happy to organise the litter pick, this will take place in the morning of 4th November.

Action: Clerk

13. Finance Matters:

a) To receive accounts as of 31st August 2023

The Clerk had circulated the accounts as of 31st August 2023 these were accepted by all Councillors

b) To authorise the following Invoices for Payment:

| | |
|---|---------|
| i. T Pollock (Clerks salary, September) | £335.84 |
| ii. HMRC | £8.00 |
| iii. Tunstall Community Hall | £25.00 |

The above payment was proposed by Cllr. Silovsky, seconded by Cllr. French and all were in agreement it be paid.

c) To note Payments made since last meeting:

| | |
|--------------------------------------|---------|
| i. T Pollock (Clerks salary, August) | £336.04 |
| ii. HMRC | £7.80 |
| iii. Mr. B. Firth-Clark (bench) | £150.00 |
| iv. Clerks expenses | £181.48 |

d) To note Payments received since last meeting:

| | |
|------------------|-----------|
| i. Lottery Grant | £9,999.00 |
|------------------|-----------|

e) To note Bank Balances as of 31st August 2023:

| | |
|-------------------------------------|------------|
| iv. Barclays Bank (Current Account) | £11,623.53 |
| v. IBS (Tunstall Parish Council) | £6,544.46 |
| vi. IBS (Tunstall Common Fund) | £71,347.83 |
| vii. Natwest (MUGA Account) | £tbc |

All listed payments were accepted by all, proposed by Cllr. Silovsky, seconded by Cllr. French.

14. To receive agenda items for next meeting and agree date of meetings

The next meeting will be held on 23rd November at 6pm in Tunstall Community Hall.

The meeting closed at 8.10pm.

Signed:
Cllr. Karol Silovsky, Chair

Date:

Tiffany Pollock
Clerk to Tunstall Parish Council

Chair's initials: