

**Minutes of Tunstall Parish Council Meeting**

Held on 23<sup>rd</sup> November 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  
Cllr. Sophy Barrow

**Attendees**

Tiffany Pollock (Clerk)  
Cllr. Andrew Reid (County Councillor)  
5 members of the public

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

Apologies for absence had been received from Cllr. Morgan (away), these apologies were accepted.

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

Cllr. Broomfield declared an interest in item 6. a.) as this is his own planning application.

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

a) Reports or comment from any member of the public

Cllr. Silovsky offered his sincere apologies for the flooding caused to houses by Storm Babet and highlighted that a meeting to discuss the flooding is being held on 30<sup>th</sup> November.

A member of the public requested if item 7 on the agenda could be moved forward. They stated that their home had suffered internal flooding on 20<sup>th</sup> October and would like to request an opportunity to talk and show a short presentation at the flooding meeting on 30<sup>th</sup> November.

Cllr. Silovsky advised that the meeting will be held as a Parish Council meeting and that there will be public participation. However it is important that we focus on solutions and a way forward rather than concentrate on the history.

A member of the public believes that failures of SCC Highways should be highlighted.

Chair's initials: .....

A member of the public request to see copies of correspondence from the Parish Council to SCC Highways and stated parts of various Parish Council minutes. Cllr. Silovsky agreed that the Clerk would try to get this onto the Tunstall website for all residents to view.

There were further discussions of the historical failures made by SCC Highways and lack of members of the public being able to speak to Highways engineers directly.

Cllr. Barrow stated that Highways had already proposed a solution in the past, but this had not been implemented due to the landowners being against the design and highways having access to their land.

Cllr. Reid will request if the meeting could be extended to more than one hour and will make sure that there is time to talk about ideas, designs and solutions going forward.

Cllr. Silovsky reported that he had been to the Parish Council meeting at Iken to see the presentation for Sizewell C, the Clerk will forward the slides onto Councillors and post on the website.

b) Reports from County and District Councillors

October's report had been received from Cllr. Wilson and posted on the website.

Cllr. Reid will forward his report to the Clerk to circulate to Councillors and post on the website. Cllr. Reid mentioned the Sealink proposal and that the County Council have objected to this.

Action: Clerk

**4. To agree Minutes of meeting dated 28<sup>th</sup> September 2023**

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

**5. To discuss quote received for lawn mower for Tunstall Bowls Club.**

The Clerk explained that she had contacted East Suffolk to confirm how grants for the outdoor sports and play fund are made. The Clerk advised that Tunstall Bowls Club are able to complete the application with the support of Tunstall Parish Council. The total amount of the lawn mower is £7320.00, after a short discussion Councillors agreed to support the application, this was proposed by Cllr. Silovsky and seconded by Cllr. Barrow.

Action: Clerk

**6. Planning**

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

DC/23/4183/FUL Proposal: Demolition of lean to element to existing garage. Single storey rear linking extension comprising conversion of garage footprint to habitable accommodation. Relocation of oil tank and external boiler. Changes to fenestration & installation of porch canopy. Erection of detached garage structure. Site address: Sheppards Farm Cottage, Woodbridge Road, Tunstall, Woodbridge, Suffolk, IP12 2JE.

Chair's initials: .....

Cllr. Broomfield left the discussion.

Comments: No Objection

**Conclusion: No Objection**, proposed by Cllr. French, seconded by Cllr. Silovsky. All Councillors in agreement. The Clerk will send the response to the planning department.

Action: Clerk

Cllr. Broomfield returned to the meeting.

**b. Any other applications forthcoming or planning matters:**

To discuss responses received from the questionnaire for the proposed planning behind the Bowls Club and Playing Field and agree next steps.

The Clerk had circulated responses of the questionnaire to Councillors prior to the meeting, the overall response had been negative. Councillors agreed that a conclusion of the responses should be sent to the landowner/agent and a request if they wish to attend the next Parish Council meeting in January.

Action: Clerk

**7. Highways**

a. To receive an update for outstanding flooding issues.

Cllr. Barrow has been speaking with Highways and Cllr. Reid with regards to a possible proposal of moving the wall back on the bend of Woodbridge/Orford Road and installing a new drainage pipe. Cllr. Barrow stated that this would need to be discussed with all landowners involved and that there may still be a possibility that residents of Kings Arms Yard may reconsider the alternative proposal. However, Highways would need to offer clear explanations and designs of both options to all landowners and residents involved. It was noted that ideally installing a new pipe on private land would be preferable rather than the road due to road compaction.

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

Cllr. Barrow advised that the wall had been hit again last week by an articulated lorry turning right into School Road. As discussed in the previous item there are ongoing discussions to move the wall on the condition that double yellow lines are installed on School Road.

**8. Tunstall Common/Forest**

a. To receive an update from Cllr. Ross for Tunstall Common/Forest

Cllr. Ross reported that work had been carried out on the main track opposite the Wantisden junction to install a fire break.

From October's flooding incident Cllr. Ross discovered Flowline discharging water from the Green Man Pond onto Tunstall Common, Cllr. Ross explained to the driver that the

water could not be discharged on the Common due to the area being within the AONB and a SSSI site.

Cllr. Ross suggested that any water should be returned within the same vicinity, where possible, with the permission of the landowner and an ideal location would be the field on Woodbridge Road. Clerk to seek permission from the landowner.

Action: Clerk

**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.

Action: Clerk

**10. Recreation Ground/Community Hall:**

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

Cllr. Silovsky reported that the Community Hall continues to be running well, the swings still need to be installed. It was confirmed that any gym equipment will need to be located on the playing field. Councillors briefly discussed the flooding of the Children’s play area and agreed to wait for possible solutions prior to installing a new rear fence. Clerk to write to the landowner.

Action: Clerk

**11. To consider quote received for printing of the Tunstall Bulletin.**

The quote had been circulated to Councillors prior to the meeting of which there was a £13 increase over the next six issues. Cllr. Broomfield proposed that the quote was accepted, this was seconded by Cllr. Silovsky and all Councillors were in agreement.

Action: Clerk

**12. Finance Matters:**

a) To receive accounts as of 31<sup>st</sup> October 2023

The Clerk had circulated the accounts as of 31<sup>st</sup> October 2023 these were proposed by Cllr. Silovsky and seconded by Cllr. Broomfield, all Councillors were in favour.

b) To review and agree grant requests received (to be paid April 2024)

Cllr. Silovsky read two grant requests which had been received; £300.00 for the Woodbridge Road Flood Committee for sand bags and £250.00 for the Community Lawn mower to cut the Church yard and public footpath.

After a short discussion it was agreed that both grants would be funded by the Parish Council, however all receipts would need to be provided by the Flood Committee and that sand bags would need to be distributed directly to residents who may need them once purchased. This was proposed by Cllr. Barrow and seconded by Cllr. Silovsky, all Councillors were in agreement.

c) To discuss and agree Clerks salary, in accordance with Local Government Pay Update, including back pay.

The local government pay update would mean that the Clerks salary would increase by £1.00 an hour and includes back pay. This was agreed and proposed by Cllr. French, seconded by Cllr. Silovsky and all Councillors were in agreement.

d) To discuss and agree funding requests for the pump on Woodbridge Road.

The Clerk explained that a pump had been purchased, this would be funded by Cllr. Wilson and Cllr. Reid from their budgets. However the Parish Council would need to apply for the grants to reimburse the cost of the pump to the resident. This was proposed by Cllr. Cresswell and seconded by Cllr Broomfield, all Councillors were in favour.

e) To authorise the following Invoices for Payment:

i. Tunstall Community Hall	£300.00
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The above payment was proposed by Cllr. Silovsky, seconded by Cllr. French and all were in agreement it be paid.

f) To note Payments made since last meeting:

i. NGF Play (repair to swings)	£704.43
ii. T Pollock (Clerks salary, October)	£470.04
iii. SALC (payroll)	£54.00
iv. PKF Littlejohn (auditor)	£48.00
v. T Pollock (Clerks expenses)	£99.50

g) To note Payments received since last meeting:

i. UK Power Network (Wayleave)	£118.85
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h) To note Bank Balances as of 31<sup>st</sup> October 2023:

ii. Barclays Bank (Current Account)	£14,329.93
iii. IBS (Tunstall Parish Council)	£6,663.31
iv. IBS (Tunstall Common Fund)	£71,347.83
v. Natwest (MUGA Account)	£tbc

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

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

Items for the next agenda:

- Purchase of 2<sup>nd</sup> SID

The next meeting will be held on 30<sup>th</sup> January 2024 at 6pm in Tunstall Community Hall.

The meeting closed at 8.15pm.

Signed: .....

Cllr. Karol Silovsky, Chair

Date: .....

*Tiffany Pollock*

Clerk to Tunstall Parish Council

Chair's initials: .....