

Minutes of Tunstall Parish Council Meeting

Held on 30th January 2024 ~ 6.00pm

Tunstall Community Hall

Members

Cllr. Karol Silovsky
Cllr. Oliver Morgan
Cllr. Lesley Cresswell

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

Cllr. David Broomfield

Present

Cllr. Karol Silovsky
Cllr. Kevin Ross
Cllr. Neil Gilbert

Cllr. David Broomfield
Cllr. Lesley Cresswell

Cllr. Ben French
Cllr. Oliver Morgan

Attendees

Tiffany Pollock (Clerk)
Cllr. Andrew Reid (County Councillor)
Amanda Mays (Suffolk County Council, Asset Manager for Drainage)
4 members of the public

1. To receive Apologies for absence:

None.

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

Cllr. Silovsky declared that he is a Trustee of Tunstall Community Hall and a member of St Michaels and All Angels Parochial Church Council.

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

a. Reports or comment from any member of the public

There were none.

b. Reports from County and District Councillors

A report had been received from Cllr. Reid prior to the meeting, this had been circulated to the Councillors and posted on the Tunstall website by the Clerk.

Cllr. Reid briefly mentioned items within the report and stated that the County Council budget will be going to full council for agreement. Cllr. Reid highlighted that there is many scams going around and to remain vigilant.

With agreement from the Chair, Amanda Mays took the floor and discussed ongoing flooding within Tunstall. Amanda stated that the interim solution seems to be working better than had been expected, however highways are continuing to look into a

Chair's initials:

permanent solution. A member of the public noted that they had noticed a difference in the water levels at the Green Man pond since the sleeve had been installed.

Amanda confirmed that a designer at highways has the details to begin looking into the flooding at the Green Man pond, Amanda offered reassurance that the funding for this project is secure and will be on track for works to be completed 2024/25.

Amanda confirmed that cleansing of gullies will be carried out annually and that jetting is part of the re-active team, who will attend to carry out jetting when needed, this would be the case when blocked drains are reported via the 'report it' system.

A member of the public confirmed that they had received notification from Suffolk County Council to confirm that there will be a full inquiry for the flooding on Woodbridge Road, which can take up to 2 years.

Amanda confirmed that works will be undertaken and will not wait for the inquiry to be completed. The original pipe will not be closed off and there will be an additional pipe installed.

Councillors pointed out that some of the contractors who had been working on Woodbridge Road had been very rude and did not allow access for residents. Amanda apologised for this and will give feedback to the appropriate team.

Councillors questioned the need for full road closures when carrying out drainage work. Amanda stated that due to legislation there needs to be one metre clearance from the works taking place and traffic, however contractors should allow access for residents if it is safe to do so.

Amanda shared a copy a map showing a possible route for the new pipe through Kings Arms Yard, however this will need to be discussed in further detail with private landowners.

Councillors raised flooding concerns at Tunstall Common and stated that they do not want any issues with flooding moved from Woodbridge Road to Tunstall Common. It was felt that an onsite visit with the highway's community engineer would be required, the Clerk will arrange this.

Cllr. Ross stated that there are grants available for implementing hedging and that landowners should be encouraged to apply and install hedging to help hold the water back.

4. To agree Minutes of meetings dated 23rd and 30th November 2023

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

5. Highways

a. To receive an update for ongoing flooding issues

Cllr. Morgan and Cllr. Broomfield with assistance from a resident who has knowledge of drainage systems had prepared a document detailing all flooding issues in Tunstall, Cllr. Broomfield distributed copies of this to Councillors at the meeting and briefly talked though

the document. Cllr. Broomfield noted that ditches and soakaways have not been maintained and that if the proposed development does not go ahead there are low-cost options available to help relieve flooding. Cllr. Broomfield will arrange a meeting with landowners to discuss maintenance of ditches, including soil structure and compaction.

6. Planning

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

- DC/24/0149/FUL – Proposal: Combination of single and two storey extension to rear of property, rebuilding of porch to front of property and change of appearance/materials. Construction of new outbuilding. Site address: 2 Hill Cottages, Snape Bridge, Tunstall, Woodbridge, Suffolk, IP12 2ST.

Comments: the plans are difficult to read.

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.

- DC/24/0167/P3Q – Proposal: Prior approval for the conversion of barn to form four-bedroom dwelling. Site address: Plunketts Barn, School Road, Tunstall, Suffolk, IP12 2DA.

Comments: the incorrect road address has been stated, the correct road is Blaxhall Church Road – Councillors requested this to be noted to East Suffolk.

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.

b. Any other applications forthcoming or planning matters:

To discuss next steps for proposed planning behind the Bowls Club and Playing Field.

With agreement from the Chair the landowner and agent discussed the proposed development and offered their reassurance that they are willing to work with the Parish and understand that flooding in Tunstall and access to the proposed development is a concern.

Cllr Silovsky confirmed that a questionnaire had been circulated to all residents and overall residents felt that Tunstall did not need any further development, many had concerns with regards to access and flooding. Councillors requested if more details and clarification could be provided for possible flooding resolutions and changes to the access of the development. The land agent explained the cost to provide more details would be substantial and it would not be attainable to provide this without some support from the parish.

Councillors voiced their concern for infilling developments and that if the proposal went ahead, they would not want further developments or possible joining up to other villages. The landowner stated that there are currently no further plans for any other development in the surrounding fields he owns.

The landowner wishes to continue with a bottom-up approach working with the Parish, there may be other options for access and solutions for flooding such as sustainable urban

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drainage solutions (SUDS), but these cannot be confirmed until they have been fully considered by appropriate engineers.

7. Update on Individual Councillor Responsibilities by project

Deferred to the next meeting.

8. 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.**

No further update, flooding discussed as an agenda item.

- **Highways – speeding on Woodbridge Road, estimate of costs for the bend on Orford Road**

No further update.

- **Additional post for the SID at Snape Maltings – Decision on exact location to be made, Clerk has contacted the Police for locations**

No further update.

- **Donation requests for Tunstall Bulletin – Requests have been sent to St Michaels Church and Grace Church.**

A donation for the costs of printing the Bulletin had been received from Grace Church. St Michaels and All Angels PCC will consider the donation request at their February meeting.

- **Historical Flooding Log**

After a short discussion Councillors agreed that the log should detail actions moving forward.

9. Recreation Ground/Community Hall:

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

The Community Hall continues to run smoothly, booking of the MUGA has moved to the Community Hall Trustees and some changes have been made.

The laptop used for the MUGA will need to be returned to the Parish Council, the Clerk will request this.

10. To appoint a Councillor responsible for Speed Indicator Device (SID) and discuss possible purchase of a second SID.

This was deferred to the next meeting.

11. Tunstall Common/Forest

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

Cllr. Ross confirmed that the Parish Council will continue to be in the Natural England grant scheme until 2028, we will need to register later this year.

Councillors noted that the volume of deer has increased and asked the Clerk to request the deer management policy from the Forestry Commission.

12. To discuss arrangements and funding of village flower boxes

Cllr. Cresswell agreed to take photographs of the flower boxes, this will be discussed at the next meeting.

13. To discuss funding of the Tunstall Bulletin

After a short discussion Councillors agreed that it would be possible for businesses to sponsor the bulletin in exchange for advertising. Councillors agreed advertisements would cost £25 a month for an eighth of a page. This was proposed by Cllr. Silovsky and seconded by Cllr. Morgan, all Councillors were in agreement.

14. Finance Matters:

- a. **To receive Accounts as of 31st December 2023**

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

- b. **To discuss and agree draft budget for 2024/2025**

The Clerk had circulated the draft budget to all Councillors prior to the meeting, this was accepted by all, proposed by Cllr. Silovsky and seconded by Cllr. Cresswell.

- c. **To ratify precept request for 2024/2025**

Due to the meeting date being moved after the deadline for the precept submission to East Suffolk, Councillors had agreed via email that the requested amount for 2024/2025 will be £10,341.97 which would show as a 0% increase on residents council tax bills. This was proposed by Cllr. Silovsky and seconded by Cllr. Gilbert, all Councillors were in agreement.

- d. **To discuss moving bank arrangements online and adding an additional signatory**

Deferred to the next meeting.

- e. **To discuss movement of MUGA reserves to the Community Hall**

As the MUGA bank account is in the process of being closed with funds being moved across to the Community Hall, Councillors agreed that the reserves held in the building society account for the MUGA (£2,000) should be moved to the Community Hall. This was proposed by Cllr. Cresswell and seconded by Cllr. Ross, all Councillors were in agreement.

f. To authorise the following invoices for payment:	
i. T Pollock (Clerks salary, January)	£379.44
ii. East Suffolk (Land for village sign)	£20.04
g. To note Payments made since last meeting:	
i. Suffolk Digital (Bulletin 6 months)	£535.00
ii. HMRC	£10.00
iii. T Pollock (Clerks salary, December, incl backpay)	£585.84
iv. Mrs M Petersen (flower tubs)	£61.25
v. S Corbett (sandbags)	£276.00
vi. Mr D Lowne (pump)	£503.94
h. To note Payments received since last meeting:	
i. Natural England Grant	£6,736.00
ii. Suffolk Building Society (Interest) Common Fund	£2,006.03
i. To note Bank Balances as of 31st December 2023:	
i. Barclays Bank (Current Account)	£12,198.06
ii. Suffolk BS (Tunstall Parish Council)	£6,663.31
iii. Suffolk BS (Tunstall Common Fund)	£80,089.86
iv. Natwest (MUGA Account)	£tbc

15. To accept and acknowledge resignation from Cllr. Barrow

Councillors acknowledged Cllr. Barrow’s resignation and asked the Clerk to send a message of thanks for her work on the Parish Council.

16. To elect Vice-Chair of the Parish Council and signing of the declaration of office

Cllr. Broomfield indicated that he would be willing to take on the role of Vice-Chair, this was proposed by Cllr. Cresswell and seconded by Cllr. French, all Councillors were in agreement.

17. Documentation – to review and accept where appropriate:

- a. Standing Orders**
- b. Financial Regulations**

Cllr. Silovsky proposed that all the above documentation was accepted by the Council, this was seconded by Cllr. Gilbert, all Councillors in agreement.

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

Councillors agreed that an additional meeting will be held on Tuesday 20th February at 6pm in the committee room at the Community Hall.

Meeting closed 8.32pm.