

Minutes of Tunstall Parish Council Meeting

Held on 20th February 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
Cllr. Patrick Spencer (after item 3)

Present

Cllr. Karol Silovsky
Cllr. Kevin Ross

Cllr. David Broomfield
Cllr. Oliver Morgan

Cllr. Ben French
Cllr. Patrick Spencer

Attendees

Tiffany Pollock (Clerk)

1 member of the public

1. To receive Apologies for absence:

Apologies had been received from Cllr. Gilbert (family commitment) and Cllr. Cresswell, these apologies were accepted by all.

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. Co-option of a Councillor and the signing of the Declaration of Acceptance of Office

Mr Patrick Spencer indicated that he would like to stand for co-option as a Parish Councillor, after a short introduction, Cllr. Silovsky proposed Mr. Spencer to be co-opted, this was seconded by Cllr. French and all Councillors were in agreement.

Cllr. Spencer signed the declaration of acceptance of office.

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

a. Reports or comment from any member of the public

The Vice-Chair of Rendlesham Parish Council attended the meeting on behalf of the Rendlesham Good Neighbour Scheme to seek volunteers to help with the scheme. Although the scheme is based in Rendlesham, both Tunstall and Eyke are included, with residents from Tunstall being regularly supported.

All volunteers are given full training and are covered by relevant insurance, the scheme is backed by Community Action Suffolk.

Chair's initials:

Councillors agreed that a plea for volunteers could be published in the next Tunstall Bulletin.

Cllr. Morgan indicated that due to personal reasons he would need to leave the meeting early, however he advised Councillors that he had received correspondence in regard to a planning application for 'change of use' and 'two dwellings' for the field next to the Baptist Chapel. The application has been reduced in size in comparison to the previous plans.

Cllr. Morgan left the meeting (6.22pm)

b. Reports from County and District Councillors

There were none.

5. To agree Minutes of meeting dated 30th January 2024

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

6. Highways

a. To receive an update for ongoing flooding issues

Cllr. Broomfield reported that the pipe at the Green Man pond seems to be working well and that no response has been received from Amanda Mays.

Ownership of the ditch running from the catchment pit to Woodbridge Road has been confirmed, Cllr. Broomfield will be arranging a meeting with local landowners to discuss flooding concerns.

Councillors felt that the flooding on the highway near the roundabout in Rendlesham has been caused by the new housing development.

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

Cllr. Broomfield reported that the land agent has requested a copy of the flooding report which will be shared once it has been completed. No further actions were agreed.

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.

- **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**

Donations for costs of printing the Bulletin have been promised from Tunstall Bowls Club and St Michaels and All Angels Church.

9. Recreation Ground/Community Hall:

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

Cllr. Silovsky stated that there are outstanding repairs required in the Children’s play area, although the Parish Council have agreed a quote for the rear fence to be replaced, this cannot be installed until the ground is drier.

Cllr. Spencer agreed to arrange the swings to be re-installed on the new cross bar.

Cllr. Silovsky advised that there have been some issues with booking the MUGA, however this has now been resolved by a Community Hall Trustee.

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

The Clerk had circulated a quote for a second SID prior to the meeting.

This was deferred to the Annual Parish Council Meeting.

11. Update on Individual Councillor Responsibilities by project

This was deferred to the Annual Parish Council Meeting.

12. Tunstall Common/Forest

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

Cllr. Ross confirmed that there had been an AONB work party at the Common this week, fire breaks have been cleared we will need to purchase chemicals for birch stumps soon. Cllr. Ross will issue an invoice to the Parish Council.

13. To discuss arrangements and funding of village flower boxes

After reviewing the flower boxes Councillors agreed that due to the wood rotting, they should be disposed of.

14. To discuss next steps for Children’s play area

No further steps can be taken until the ground begins to dry and flooding of the area is resolved.

15. To discuss quote received for grass cutting at the Community Hall and playing field.

The Clerk had circulated a quote received for grass cutting, £727.50 for 10 cuts. Cllr. Silovsky proposed that the quote was accepted, this was seconded by Cllr. Broomfield and agreed by all.

16. Finance Matters:

a. To receive Accounts as of 31st January 2024

The Clerk had circulated the accounts as of 31st January 2024 these were proposed by Cllr. Silovsky and seconded by Cllr. Broomfield, all Councillors were in favour.

b. To discuss moving banking arrangements online and adding an additional signatory

After a short discussion Councillors agreed that online banking would be preferred, and that consideration should be given to switch to an alternative bank. Lloyds bank was suggested as there is a branch locally in Woodbridge, the Clerk agreed to make enquiries.

Cllr. Broomfield and Cllr. French indicated that they would be willing to become signatories this was proposed by Cllr. Silovsky and seconded by Cllr. Ross, all Councillors in agreement.

c. To authorise the following invoices for payment:

- i. Smiths of Derby (Church clock service) £316.80

The Clerk circulated the costs for the service of St Michaels and All Angels Church clock prior to the meeting. Cllr. Broomfield proposed this to be accepted, this was seconded by Cllr. French and all Councillors agreed.

d. To note Payments made since last meeting:

- i. Suffolk Digital (Bulletin 6 months) £379.44
- ii. East Suffolk (village sign) £20.04

e. To note Payments received since last meeting:

- i. Grace Church (donation towards bulletin) £300.00

f. To note Bank Balances as of 31st January 2024:

- i. Barclays Bank (Current Account) £11,912.06
- ii. Suffolk BS (Tunstall Parish Council) £6,663.31
- iii. Suffolk BS (Tunstall Common Fund) £80,089.86
- iv. Natwest (MUGA Account) £tbc

17. Documentation – to review and accept where appropriate:

- a. LGA Model Councillor Code of Conduct**
- b. Equality and Diversity Policy**
- c. Grievance Policy and Procedure**
- d. Freedom of Information Procedure**
- e. Publication Scheme**

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

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

The next Parish Council meeting will be held on 14th March at 6pm.

The Annual Parish Meeting will be held on 16th May at 6pm in Tunstall Community Hall followed by the Annual Parish Council meeting.

Chair’s initials:

Meeting closed 8.20pm.

Signed:

Date:

Cllr. Karol Silovsky, Chair

Tiffany Pollock

Clerk to Tunstall Parish Council

Chair's initials: