

**Minutes of Tunstall Parish Council Meeting**

Held on 25<sup>th</sup> September 2024 ~ 6pm

Tunstall Community Hall

Members

Cllr. Karol Silovsky  
Cllr. Oliver Morgan  
Cllr. Neil Gilbert

Cllr. Kevin Ross  
Cllr. John Denny  
Cllr. Ben French

Cllr. David Broomfield  
Cllr. Anna Spencer (after item 4)

Present

Cllr. Karol Silovsky  
Cllr. Kevin Ross  
Cllr. Oliver Morgan

Cllr. David Broomfield  
Cllr. Ben French  
Cllr. Anna Spencer (after item 4)

Cllr. Neil Gilbert

Tiffany Pollock (Clerk)

8 Members of the public

**1. To receive apologies for absence**

Apologies had been received from Cllr. Denny, these were accepted by all. Apologies had also been received from Cllr. Tim Wilson (District Councillor).

**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) Reports or comment from any member of the public

A member of the public raised ongoing concerns regarding the urgency of the flooding of the Green Man Pond, the flooding at the pond had been discussed last year and yet a year on there is still no plan. This needs to be elevated higher within Suffolk County Council, there has been a request for the findings and layout from the survey which has still not been received.

A resident on behalf of the flooding committee requested an update for plans for the Green Man Pond and confirmed that no contact from Suffolk County Council has been received by landowners in Kings Arms Yard. Residents are concerned that funding which has been promised for work at the Green Man Pond will be reallocated to projects elsewhere and have requested reassurance that the funding will remain for Tunstall.

Cllr. Reid stated that funding promised for the Green Man Pond will not be reallocated and that he had raised the issue of the Green Man Pond to Cllr. Paul West (County Councillor for Highways), Cllr. West had sent a message to Parish Councillors prior to this meeting stating a timeframe of

Chair's initials: .....

2025/26. Cllr. Broomfield has responded to Cllr. West as this project has been badly managed by Suffolk County Council and needs to be actioned as per the promised delivery date of March 2025.

Cllr. Broomfield highlighted that residents are willing to assist where possible and have actively set up a flooding committee and received training for the pump. Cllr. Broomfield and the flood team have engaged with landowners who have been proactive by beginning to install ditches.

The soak away unmaintained by Suffolk County Council has been located at Tunstall Common, a survey will be carried out with a plan for this to be excavated.

There have been three options for the Green Man Pond, but Highways have decided to pursue the original design from 2021, through Kings Arms Yard. A member of the public confirmed that Highways have discounted the other two options as the levels wouldn't work. The member of the public requested details of the alternative options but these have not been received.

A member of the public stated that the sewage pumping station at Tunstall Common had been overloaded with the incorrect water upstream and that the ditch installed parallel to the Bowls Club may have accelerated the flooding during Storm Babet. They also believe that the landowner will not clear the ditch parallel to the playing field due to the spoil from the development of the Community Hall being placed there. The removal of the spoil will be the responsibility of Tunstall Parish Council.

The member of the public also highlighted that the Children's play area was a pond which has been filled in, which is why the area floods. They would also like the Parish Council to consider purchasing a second pump for Tunstall Common.

Cllr. Morgan asked where this could be sited and where the water would be pumped, Cllr. Ross confirmed that water could not be pumped onto Tunstall Common.

Cllr. Broomfield has contacted the landowners drainage contractor to discuss the ditch and catchment pit behind Tunstall Bowls Club but has not yet receive a reply.

A member of the public raised safety concerns for the junction on Orford and Snape Road, properties at the junction have been hit on numerous occasions by HGV's trying to turn left. There is a small sign for HGV's to turn right at the junction but residents feel that a larger/clearer sign is required. Residents have noticed the increase of larger agricultural traffic which often travels at speed. Whilst it is appreciated that we live within a farming community there are safety concerns for both road users and pedestrians.

Residents stated that the road closure in place for Anglian Water on Orford Road lacks relevant diversion signs and has been causing issues for road users, particularly HGVs, who do not have knowledge of the area.

Cllr. Reid is aware of this and has written to Network Assurance to review.

Cllr. Gilbert suggested the installation of cameras for the junctions on Orford and Snape Road and the possibility of these being rented during high peak farming season.

Councillors agreed to write a letter to local farms highlighting road safety concerns throughout the village and request that this is brought to the attention of their drivers.

b) Reports from County and District Councillors

Cllr. Reid is aware of the missing chevron sign on Ashe Road and the request for a larger sign for HGVs for the Orford and Snape Road junction. Cllr. Reid will request a site visit by a highways officer and will report back.

Reports had been received from Cllr. Reid and Cllr. Wilson and circulated to Councillors prior to the meeting, the Clerk will upload both reports to the Tunstall website.

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

Mrs Anna Spencer indicated that she would like to stand for co-option as a Parish Councillor, after a short introduction, Cllr. Silovsky proposed Mrs. 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.

**5. To agree Minutes of meeting dated 9<sup>th</sup> July 2024**

Cllr. Silovsky 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.

**6. Highways**

**a. To receive an update for ongoing flooding issues**

Partly discussed during public participation (see above), an update from Cllr. West (Suffolk County Councillor) had been received prior to this meeting. Cllr. Broomfield is disappointed with the update and the lack of action from Suffolk County Council. Cllr. Broomfield has responded to Cllr. West's email and requested that the works at The Green Man Pond are completed urgently, particularly as this had been previously agreed to be completed by 31<sup>st</sup> March 2025.

Councillors agreed to source costings for the removal of the spoil at the ditch parallel to the playing field. Cllr. Broomfield confirmed that discussions are ongoing with the landowner with regards to the ditch behind the Bowls Club which may assist with flooding of the Children's play area.

The flood committee group are aware of needing to check the levels of the Green Man Pond when there is heavy rainfall. It was noted that residents are continuing to make every effort to protect their homes from flooding, however, there has been no contact from Suffolk County Council to the residents in Kings Arms Yard with any possible design proposal or solution.

Cllr. Broomfield agreed to send a flooding update to the Clerk to be published in the Bulletin and on the Grapevine.

Action: Cllr. Broomfield

Chair's initials: .....

**b. To discuss safety concerns raised on Orford Road**

Prior to the meeting Councillors had received an email from a resident for safety concerns on Orford Road, particularly with overgrowth on pavements causing pedestrians to walk on the road. Councillors agreed to send a polite request to the residents on Orford Road to remove any overgrowth from the footpath.

Action: Cllr. Silovsky

**c. To consider funding request for a larger 'no left turn' sign for HGVs at Snape Junction on Orford Road**

Following discussions during public participation (see above), Councillors agreed to wait for feedback from the highways engineer site visit.

**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 receive an update from Cllr. Morgan for applications:**

**DC/24/0633/OUT** – Outline Application (Some Matters Reserved) – for up to two dwellings and access with all other matters reserved. Address: Land At Tunstall Common, The Common, Tunstall.

**DC/24/0621/FUL** – Change of use of land from paddock to domestic curtilage. Address: Rose Cottage, The Common, Tunstall, IP12 2JR

Cllr. Morgan attended the South Committee planning meeting at East Suffolk where the above two applications had been discussed. Cllr. Morgan confirmed that DC/24/0633/OUT had been refused but DC/24/0621/FUL was granted.

Cllr. Morgan stated that 15 residents from Tunstall Common and Cllr. Wilson attended the meeting.

**8. To receive an update from Cllr. Morgan for the neighbourhood plan, including Bulletin article**

Cllr. Morgan has advised East Suffolk that Tunstall Parish Council wish to proceed with producing a neighbourhood plan. A map will need to be sent to East Suffolk showing the village boundary, Cllr. Gilbert agreed to assist Cllr. Morgan with this.

Cllr. Morgan will provide an article for the November Bulletin.

Action: Cllr. Morgan and Cllr. Gilbert

**9. To receive an update from Cllr. Broomfield from the SALC planning training**

Cllr. Broomfield has shared a copy of the planning training with all Councillors and confirmed that these were beneficial in understanding the planning process. The training also highlighted the importance of developing a neighbourhood plan.

**10. To receive an update from Cllr. Broomfield for the Energy Projects meeting**

Cllr. Broomfield reported that the meeting lacked direction, £100 million is available in grant funding from Sizewell C. The area covered for the power lines fortunately bypasses Tunstall and areas such as Saxmundham and Leiston will see the most changes.

**11. To receive an update from footpath warden – Cllr. Gilbert**

No further updates, it was noted that the hedge next to the footpath between Hockett Crescent has been cut.

**12. To review and discuss Action Log.**

- **Flooding – Councillors agreed that this can be removed from the Action Log.**
- **Highways – Estimate of costs for the bend on Orford Road, no further update. Councillors agreed that this can be removed from the Action Log.**
- **Additional post for the SID at Snape Maltings – no further update.**

**13. Recreation Ground/Community Hall**

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

Cllr. Silovsky advised Councillors that the grant received from the National Lottery for the Children’s play area (replacement rear fence and shelter) needs to be spent. The Clerk had provided Councillors with three quotes, Cllr. Gilbert proposed that the quote from NGF Play was accepted, this was seconded by Cllr. French and all Councillors were in agreement.

Cllr. Broomfield asked for the shelter to be ordered but not installed until this had been discussed and agreed with the Community Hall Trustees.

*Action: Cllr. Silovsky*

**14. To receive an update from Cllr. Morgan as representative for East Suffolk Planning Alliance**

Councillors had received a message from ESPA prior to the meeting requesting any comments with regards to planning which could be raised to East Suffolk Council. After a short discussion Councillors agreed to raise concerns for: the road network including traffic jams at Melton, movement of GP catchment areas and failures from the planning department for signing off the Street Farm development with the knowledge that this increases flooding on School Road.

Councillors agreed to send any further comments to the Clerk or Cllr. Morgan.

Cllr. Silovsky declared that the Standing Orders were suspended to allow for finance matters to be agreed and all other agenda items to be deferred to the next meeting, all Councillors were in agreement.

15. To discuss the village website and updates going forward

This was deferred to the next meeting.

16. To discuss funding for an additional pump for Tunstall Common

This was deferred to the next meeting.

17. To discuss and agree quotes received for the shelter for the Children’s play area

This was discussed and agreed at item 13. a. See above.

18. Clerk to reconfirm her role and indicate where Councillors need to take ownership

This was deferred to the next meeting.

19. Tunstall Common/Forest

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

This was deferred to the next meeting.

20. Finance Matters:

a) To accept and sign Accounts to 31<sup>st</sup> August 2024

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

b) To authorise the following Invoices for Payment:

i. Mrs T. Pollock (clerks salary, August)	£371.84
ii. Mrs T. Pollock (clerks salary, September)	£371.84
iii. Suffolk Digital (flood protection card)	£55.00
iv. Any other invoice presenting	

The above payments were proposed by Cllr. Ross, seconded by Cllr. Silovsky and all Councillors were in agreement they be paid.

c) To note Payments made since last meeting:

i. Mrs T. Pollock (clerks salary, July)	£371.84
ii. SALC (training)	£38.40
iii. SALC (training)	£126.00

b) To note Payments received since last meeting:

iv. None

c) To note Bank Balances as of 31<sup>st</sup> August 2024:

i. Barclays Bank (Current Account)	£8,801.56
ii. IBS (Tunstall Parish Council)	£4,754.05
iii. IBS (Tunstall Common Fund)	£80,089.86

**21. Documentation – to review and accept where appropriate:**

- a. **Financial Regulations**
- b. **Grants Award Policy**

*This was deferred to the next meeting.*

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

Items to add to the next agenda:

- Items from this meeting.

The date of the next meeting was agreed for Wednesday 6<sup>th</sup> November, 6.00pm, in Tunstall Community Hall.

Meeting closed at 8.12pm.

Signed: .....  
Cllr. Karol Silovsky, Chair

Date: .....

*Tiffany Pollock*  
Clerk to Tunstall Parish Council

Chair’s initials: .....