

Minutes of Tunstall Parish Council Meeting
Held on 18th December 2024 ~ 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
Cllr. Lesley Cresswell

Present

Cllr. Karol Silovsky
Cllr. Kevin Ross

Cllr. David Broomfield
Cllr. Ben French

Cllr. Oliver Morgan
Cllr. Lesley Cresswell

Tiffany Pollock (Clerk)
Cllr. Tim Wilson (District Councillor)

1 Member of the public

1. To receive apologies for absence

Apologies had been received from Cllr. Spencer, Cllr. Denny and Cllr. Gilbert these were accepted by all.

Apologies had also been received from Cllr. Andrew Reid (County 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 discussed with Councillors the issues of properties being hit at the Snape junction on Orford Road. Discussions have taken place with highways, but due to no traffic regulation order being in place there are restrictions on the type and size of signs which can be installed.

The cost of a traffic regulation order can be up to £10,000 and can take some time to be implemented. The member of public requested the support of the Parish Council to investigate this further. Cllr. Wilson agreed to provide funding of £750.00 for this financial year and £750.00 for the following financial year. The member of public is happy to donate funds towards this, Councillors agreed to investigate this further including funding availability.

Councillors asked the resident to record any incidents at the junction. The Clerk will contact highways to further details.

Action: Clerk

Chair's initials:

b) Reports from County and District Councillors

A report had been received from Cllr. Wilson and circulated to Councillors prior to the meeting, the Clerk has uploaded this to the Tunstall website.

Cllr. Wilson briefly talked through the report and highlighted that there are lots of discussions surrounding the devolution, changes to recycling and the 2nd youth council.

Cllr. Wilson is aware of the legal discussions taking place with the County Council and landowners at Kings Arms Yard and confirmed that no agreements have been reached. Councillors noted that they have been disallowed by highways to be involved with any discussions surrounding the legal agreements. Cllr. Wilson will report back with a further update.

4. To agree Minutes of meeting dated 6th November 2024

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

5. To receive an update for the development of the Community Emergency plan

Cllr. Silovsky is working with a Trustee of Tunstall Community Hall to develop a plan, there will be an update at the next meeting.

Cllr. Silovsky

6. To discuss and consider an event for 80th Anniversary for VE Day next year

Cllr. Broomfield indicated that Cllr. Spencer may wish to lead this event. To be discussed at the next meeting.

7. Tunstall Common/Forest

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

Cllr. Ross continues to be concerned that there is a drive to push heathland rather than forests and has noted that there is an area at the edge of Tunstall Forest which has not been re-planted. The Forestry Commissions 70-year plan has not been adhered to, attempts in the past to write to the Forestry Commission have not been successful. Diseased trees are in our area and are a real concern.

8. To discuss the village website and updates going forward

This was deferred to the next meeting.

9. Highways

a. To elect a Councillor to represent Highways

The Clerk apologised for the error of including this item on the agenda which had been agreed at the previous meeting.

b. To receive an update for ongoing flooding issues

Cllr. Broomfield confirmed that he is continuing to receive updates from highways, legal letters have been sent to landowners in Kings Arms Yard. A trial pit has been completed, and it is proposed that the ditch parallel to Orford Road is lowered.

Highways have a compulsory order running alongside the legal agreement currently being discussed.

The unmaintained pond at Tunstall Common (owned by highways) will be cleared but assurance has been given that the trees will remain.

A landowner will be installing a bund to help assist with any future flooding on Walk Farm Road.

A neighbouring landowner has planned to carry out maintenance to the ditch parallel to the playing field.

c. To receive an update for the request of a larger 'no left turn' sign for HGVs at Snape Junction on Orford Road and missing chevron sign on Ashe Road

This item was discussed as part of item 3 a. Public Participation (see above).

Action: Clerk

10. Planning:

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

- **To confirm No Objections to the following application:**

Proposal: DC/24/3896/FUL Alterations for rear garden amenity space including erection of brise soliel, summer house, extended driveway, new fencing and removal of gas tank together with installation of air source heat pump and PV Panels to the front elevation roof and blocking up of existing utility door to create W.C. Site Address: 5 Orford Road, Tunstall, Woodbridge, Suffolk, IP12 2JN.

Councillors confirmed no objections to the above application, this was proposed by Cllr. Silovsky, seconded by Cllr. French. All Councillors were in agreement.

b. Any other applications forthcoming or planning matters:

There were none.

11. To receive an update from Cllr. Morgan for the neighbourhood plan

Cllr. Broomfield, Cllr. Morgan and the Clerk had a Zoom call with two officers from East Suffolk to discuss further steps for developing a neighbourhood plan. The benefits of having a plan would mean that Tunstall residents would have a say in how they wish the village to evolve and would help assist with future planning applications.

Councillors will discuss and agree who will lead the project and next steps.

Action: Cllr. Morgan

12. To discuss and consider costs for clearing the attenuation pond

This was deferred to the next meeting.

13. To review and discuss the Action Log

- **Additional post for the SID at Snape Maltings** – Awaiting confirmation of possible locations – Clerk & Cllr. Denny. Forms to be completed, Clerk will contact Cllr. Denny.
- **Draft letter for Forestry Commission and MP raising concerns of diseased trees** – Cllr. Ross & Cllr. French.
- **Review and update of Community Emergency Plan** – Cllr. Silovsky – agenda item 5.
- **Village website review and move to gov.uk** – awaiting further details and pricing.
- **Pension for the Clerk** – Clerk to send Councillors details for consideration.
- **HGV signage, Snape junction, Orford Road** – discussed during public participation.

14. To discuss and agree defibrillator training

The Clerk has asked the first responder who is a resident in Tunstall to see if this maybe something they would be able to assist with.

Cllr. Cresswell requested a letter of thanks be sent to the first responder who organised the Christmas Tractor parade raising over £10,000 for charities.

Action: Clerk

15. To discuss and agree Councillor training

The Clerk advised Councillors that Cllr. Spencer wishes to attend Councillor basics training with SALC and is happy to self-fund, all Councillors were in agreement.

16. Recreation Ground/Community Hall

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

Cllr. Silovsky confirmed that the Community Hall is continuing to operate smoothly, unfortunately the live band event was cancelled due the lack of tickets being sold.

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

No further update.

18. Finance Matters:

a) To receive Accounts as of 30th October 2024

The Clerk had circulated the accounts as of 30th October 2024 these were proposed by Cllr. Broomfield and seconded by Cllr. Silovsky, all Councillors were in favour.

Chair's initials:

b) To discuss draft budget for 2024/25

Deferred to the next meeting.

c) To authorise the following Invoices for Payment:

i. Mrs T. Pollock (Clerks expenses)	£228.20
ii. <i>Any other invoice presenting:</i>	
iii. Mrs T. Pollock (Clerks salary, includes backpay)	£538.44

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

d) To note Payments made since last meeting:

i. Suffolk Digital (flood card)	£55.00
ii. D Lowne (padlock)	£18.34

b) To note Payments received since last meeting:

iii. M Spencer (donation for children’s play area shelter)	£300.00
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c) To note Bank Balances as of 30th October 2024:

i. Barclays Bank (Current Account)	£14,466.96
ii. IBS (Tunstall Parish Council)	£4,838.15
iii. IBS (Tunstall Common Fund)	£80,208.71

19. Documentation – to review and accept where appropriate:

a. Standing Orders

Cllr. Silovsky proposed that the Standing Orders were accepted and adopted by the Council, this was seconded by Cllr. Broomfield, all Councillors in agreement.

b. LGA Model Councillor Code of Conduct 2020 – This was deferred to the next meeting.

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

Items to add to the next agenda:

- Items from this meeting.

Meeting closed at 7.20pm.

Signed:
Cllr. Karol Silovsky, Chair

Date:

Tiffany Pollock
Clerk to Tunstall Parish Council

Chair’s initials: