



MINUTES of the PARISH COUNCIL MEETING held on Monday 08 April 2024 commencing at 7.30pm held at Tattingstone Village Hall.

### LIST OF ABBREVIATIONS USED INCLUDED AT APPENDIX B

**PRESENT:** Cllrs R Abbott, D Clarke, D Hawes, J Lee, A Mendel (Chair), S Page, B Plumbly and B Stennett.

Also in attendance: S Keys (Clerk), 7 members of the public, County Councillor S Harley and District Councillor D Potter.

#### 01. WELCOME AND OPENING STATEMENT

Cllr Mendel declared the meeting open at 7.30pm and thanked all for attending. A statement was read out indicating that, in accordance with legislation, the public and councillors were permitted to film, record, photograph or use social media in order to report on the proceedings of the meeting. A full transcript is on the Council's website.

#### 02. APOLOGIES FOR ABSENCE

- a) Council to receive apologies for absence – The Council noted the apologies received from Parish Cllr Mark.
- b) Council agreed to approve the apologies submitted – **The Council unanimously approved the apologies as noted.**

#### 03. DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST FROM COUNCILLORS INCLUDING GIFTS OF HOSPITALITY EXCEEDING £25

- a) To receive declarations of disclosable pecuniary interests, other registerable interests and non-registerable interests as detailed in Appendix B of the LGA Model Code of Conduct – none received.
- b) To receive notification of gifts of hospitality exceeding £50 – there were none received.
- c) To receive requests for dispensations – none received.

#### 04. MINUTES

- a) To approve the minutes of the meeting on 04 March 2024 – **the Council proposed that the minutes were approved as an accurate record and signed by the Chair of the meeting, aif.** (Cllr Mendel abstained from the vote)

#### 05. CLERK'S REPORT

- a) To review actions from the previous meeting, the Clerk gave the following updates:
  - Email resident re: decision not to request a name change for The Wonder – completed
  - Invite Suffolk Wildlife Trust to make a presentation to the Parish Council above increasing biodiversity – completed, date to be confirmed.
  - Purchase two additional signs for the playing field committee – completed and installed.
  - Invite local resident to next NP meeting – to be completed by Cllr Lee when a date has been agreed
- b) To receive the reports of items actioned under delegated powers – additional signs have been placed in the local playing field since the previous signs had been broken. Advert for Clerk/RFO role advertised on FB and SALC.
- c) To receive items of correspondence for noting only – Council noted the following emails:
  - From Cllr Harley confirming that National Highways have no budget allocated for road repairs on A137 following numerous diversions off the A12
- d) To formally note the resignation of the Clerk/RFO and agree any next steps as appropriate – the Council noted the resignation of the current Clerk/RFO. The Chair confirmed that she had agreed an extension to the Clerk's notice period to enable recruitment/handover to take place. Following discussion, the Clerk confirmed that she would stay until a new Clerk/RFO had been recruited or until 31 July 2024. The Clerk informed the Council that it was her recommendation that a strong Clerk with relevant skills and experience should be sought for the post. Following discussion **Cllr Abbott proposed that a suitably qualified Clerk should be sought. If no applicants with Parish Council skills or qualifications applied for the role before 30 June 2024 then other applicants should be considered, aif.** The Clerk recommended that a small working group should be formed to manage the recruitment process to manage privacy and to ensure impartiality. Following discussion **Cllr Lee proposed that the Chair, Vice Chair and the Clerk should form a recruitment working group for this purpose, this was agreed by the Council, aif.**



- e) To note that the Clerk has set the dates for the period of the exercise of public rights for inspection of the matters relating to the accounting records for the year ending 31 March 2024 as being 10 June to 19 July 2024 – this was noted by the Council.
- f) To receive an update from the Clerk on any other Council issues – none.

### 06. REPORTS FOR INFORMATION

- a) A written report had been submitted from Cllr. Harley (available as Appendix C). Cllr Harley provided an update on the following issues:
  - NSIPS and cabling in Suffolk
  - Libraries consultation
  - SEN provision provided by SCC
  - Future water management in the area
  - Suffolk Devolution
  - Money for EV charging points
- b) A written report had been submitted from Cllr Potter (available as Appendix D). Cllr Potter provided an update on the following issues:
  - Parking charges in Hadleigh and Sudbury
  - Suffolk Waste Partnership
  - Meeting re: Freston Hill

### 07. PUBLIC FORUM

- a) To receive questions and matters of concern from members of the public in attendance on the agenda submitted – a member of the public raised concerns about the Green Space element of the Neighbourhood Plan and concerns that the Playing Field Committee would not be able to develop the space if this was designated as a green space.  
A member of the public raised concerns about the content of the Neighbourhood Plan specifically that there had been no call for sites made.  
The Chair reminded the meeting that the Neighbourhood Plan is currently in the consultation period and is subject to change.  
A member of the public and the Neighbourhood Plan Working group outlined the way the process for the NP had been established and managed over the last two years.
- b) To receive comments or questions relating to Tattlingstone in particular – None received.
- c) To receive questions and comments submitted in writing/email for future consideration by the Council – none received.

### 08. FINANCE

- a) To note the balance of accounts as at 31 March 2024 – Lloyds Account, £36,344.60, Current Account, £5.60 and Deposit Account £3,229.01, **Council noted the balance of accounts, aif.**
- b) To note the accounting spot check undertaken by Cllr Page prior to the meeting – Cllr Page noted that a spot check had been undertaken and financial records were in order.
- c) To approve the accounts awaiting payment including those coming forth and the receipts allocated since the last meeting – an updated Paper 1 was circulated to Council. The items awaiting payment and the receipts allocated were verified and explanations given where appropriate. **All were in agreement to approve those items as submitted under Paper 2 for payment, as seen at Appendix A, aif.**
- d) To receive and approve the Parish Annual CIL Report and a the Annual CIL Reporting Statement to be submitted to BDC – the Council reviewed the report circulated and noted the Total CIL retained at year end as £15,877.08
- e) To note the CIL report for April 2024 including nominal sums for potential CIL expenditure for the coming year – the Council reviewed the report circulated by the Clerk and noted the balance remaining after committed funds as £9371.08,
- f) To review and approve Bank Reconciliation statement to 31 March 2024 - Council noted the overall bank balances of £39579.21 across all accounts held in the name of the Parish Council. **It was confirmed that the accounts to the end of March 2024 were approved, aif.**
- g) To note the budget to actual report for the period ending 31 March 2024 – the Council reviewed the circulated report and **agreed that the budget to actual report to 31 March 2024 should be approved, aif.**



- h) To note the internal audit for the year ending 31 March 2024 will be carried out by SALC between 20 -24 May 2024 – noted by the Council.
- i) To consider any requests for financial support received from local people or groups – none received.

### 09. PLANNING MATTERS

- a) To consider and agree response to the following planning matters relating to Tattingstone – none received.
- b) To note the following decision notices received:
  - Application for a Non Material Amendment relating to DC/22/03710
  - Relocation of the garage to serve plot 4
  - Glenavon, The Heath, Tattingstone, IP9 2LX
  - APPROVED
  - SCC/0024/23B
  - Land at Folly Farm, Tattingstone, Ipswich, IP9 2DB
  - An eastern extension to Folly Farm Quarry for the extraction, processing, sale and distribution of sand and gravel and subsequent restoration using inert materials.
  - APPROVED

### 10. VILLAGE MATTERS

- a) To receive an update from the Playing Field Representative if appropriate – Cllr Page gave an update the following:
  - Play area planning application – nearing resolution
  - Local football club doing well and may be promoted.
  - Summer Fete – 15 June 2024
- b) To receive an update from the Alton Water User Group meeting – Cllr Page gave an overview of the meeting:
  - Update on management changes provided
  - Digital booking system now in place
  - Rowing club starting
  - Hope to start a volunteer programme

Cllr Page informed the Council that he had highlighted the following issues:

  - Request for digital parking tickets
  - Lemons Hill Bridge clean up – action to be taken
  - Fences on White Horse section of Alton Water – under review for further action
  - Additional signs on northern section re: no cycling
- c) To receive an update from the Neighbourhood Plan – Cllr Mendel provided the following update:
  - The date of the next meeting to be shared once it is set – likely to be end May 2024
  - Names on the resident’s survey from 2022 have now been redacted after this was brought to the Clerk’s attention by a member of the public

Cllr Stennett highlighted the following concerns:

  - Lack of minutes and Terms of Reference for NP Working Group – Cllr Lee pointed out that updates had been provided at every Parish Council meeting when they were available
  - Lack of evidence about why Green Spaces have been identified in the Draft Neighbourhood Plan document

### 11. VILLAGE NOTICEBOARDS

- a) To receive an email from local resident requesting large noticeboards in village bus shelters – the Council reviewed the email received.
- b) To consider/agree next steps as appropriate - **Cllr Mendel proposed that the cost of an additional three noticeboards should be sought for review at the next Parish Council meeting, this was seconded by Cllr Stennett, aif. (ACTION – Clerk)**

### 12. DOG LITTER IN VILLAGE

- a) To note concerns raised by village residents re: dog fouling in village – Cllr Hawes informed the Council that a member of the public had raised concerns about dog litter on pavements, especially those along The Heath and highlighted that more needed to be done to try to prevent this.



- b) To consider/agree next steps as appropriate – following discussion it was agreed that the Council should place a reminder in the Tattler to clear up after dogs and that a dog bin map should be provided for local residents (*ACTION – Clerk*)

### 13. DAFFODIL PLANTING

- a) To receive concerns about the planting of Daffodil bulbs along Church Road from Cllr Abbott – Cllr Abbott informed the Council that residents had planted a number of daffodil bulbs on verges that form part of the land owned and managed by his family. Cllr Abbott highlighted that this is trespassing and costs farmers money as this can be considered cultivation of the verge.
- b) To consider/agree next steps as appropriate – following discussion the it was suggested that Cllr Abbott write a piece highlighting this issue in the next edition of The Tattler (*ACTION – Cllr Abbott*)

### 14. OVERHANGING HEDGE

- a) To receive concerns about an overhanging hedge at Green Lane from Cllr Stennett – Cllr Stennett informed the Council that the overhanging hedge in this location was creating issues for pedestrians.
- b) To consider/agree next steps as appropriate – following discussion the Clerk suggested that she write a letter to the household concerned asking them to cut back their hedge (*ACTION – Clerk*)

### 14. DATE OF NEXT MEETING

- a) Annual Parish meeting – Monday 15 April 2024, 6.30pm at Tattingstone Village Hall
- b) Annual Parish Council meeting – Monday 13 May 2024, 7.30pm at Tattingstone Village Hall

**Meeting closed to the public at 9.18pm**

SIGNED.....DATED.....



## ACTIONS

MONTH	MINUTE NO.	ACTION	WHO
April	11	Provide quote for three noticeboards for next meeting	Clerk
April	12	Provide copy for Tattler re: dog fouling and create a dog litter bin map for local residents	Clerk
April	13	Write an article for The Tatter re: daffodil bulb planting	RA
April	14	Send a letter asking residents to cut back their hedge	Clerk



**Appendix A – Finance Report**

***Accounts submitted for payment – Current Account***

<b>Payee</b>	<b>Detail</b>	<b>Method</b>	<b>NETT</b>	<b>VAT</b>	<b>TOTAL</b>
S. Keys	Clerk/RFO Marc 24 Salary	Bank Transfer	508.50		508.50
S. Keys	Clerk's Expenses – March 2024	Bank Transfer	9.00		9.00
SALC	6 Months Payroll provision (inv. 28388)	Bank transfer	45.00	9.00	54.00
Suffolk County Council	Street lighting and Maintenance (inv. 9542868)	Bank Transfer	307.67	61.54	369.21
HMRC	P30 Q4	Bank Transfer	381.40		381.40
Marktek	Village Signs x2 for playing field	Bank Transfer	84.37	16.88	101.25
Playing Field Committee	Donation to Village Fete	Bank Transfer	500.00		500.00
D. Childs	Playing Field Grounds Maintenance (inv.1856)	Bank Transfer	15.00		15.00

***Receipts allocated***

	<b>Detail</b>	<b>Method</b>	<b>TOTAL</b>
Barclays Bank	Bank interest	BACS	12.03

**Appendix B - Glossary of Common Abbreviations used**

<b>Aif</b>	<b>All in favour</b>
<b>AGAR</b>	<b>Annual Governance and Accountability Return</b>
<b>APM</b>	<b>Annual Parish Meeting</b>
<b>ASB</b>	<b>Anti-social Behaviour</b>
<b>BACS</b>	<b>Bankers Automated Clearing Services</b>
<b>BDC</b>	<b>Babergh District Council</b>
<b>BMSDC</b>	<b>Babergh &amp; Mid Suffolk District Council</b>
<b>CAS</b>	<b>Community Action Suffolk</b>
<b>Chq</b>	<b>Cheque</b>
<b>Cllr</b>	<b>Councillor</b>
<b>Cttee</b>	<b>Committee</b>
<b>DC</b>	<b>District Council</b>
<b>DCLG</b>	<b>Department of Communities and Local Government</b>
<b>FOI</b>	<b>Freedom of Information</b>
<b>FR</b>	<b>Financial Regulations</b>
<b>GPoC</b>	<b>General Power of Competence</b>
<b>HMRC</b>	<b>Her Majesty's Revenue and Customs</b>
<b>LAIS (from SALC)</b>	<b>Local Association's Information Services</b>
<b>LPA</b>	<b>Local Planning Authority</b>
<b>NHS</b>	<b>National Health Service</b>
<b>NDP</b>	<b>Neighbourhood Development Plan</b>
<b>NP</b>	<b>Neighbourhood Plan</b>
<b>PC</b>	<b>Parish Council</b>
<b>PCSO</b>	<b>Police Community Support Officer</b>
<b>Rec</b>	<b>Recreation</b>
<b>RFO</b>	<b>Responsible Finance Officer</b>
<b>SALC</b>	<b>Suffolk Association of Local Councils</b>
<b>SCC</b>	<b>Suffolk County Council</b>
<b>SID</b>	<b>Speed Indicator Device</b>
<b>SLA</b>	<b>Service Level Agreement</b>
<b>SNT</b>	<b>Safer Neighbourhood Team</b>
<b>SO</b>	<b>Standing Order</b>
<b>TPC</b>	<b>Tattinstone Parish Council</b>
<b>TPF</b>	<b>Tattinstone Playing Field</b>
<b>TVH</b>	<b>Tattinstone Village Hall</b>
<b>TPO</b>	<b>Tree Preservation Order</b>
<b>VAS</b>	<b>Vehicle Activated Sign</b>
<b>VCSE</b>	<b>Voluntary, Community and Social Enterprise Organisations</b>



## APPENDIX C



### Energy Developments

At Council on 21 March, the council debated the impact of the various Nationally Significant Infrastructure Projects (NSIPs) planned for the county and voted that its strategic vision for the county would be to prioritise offshore rather than onshore coordination of schemes, undergrounding of cables rather than pylons, and protection of best quality agricultural land from solar development. NSIP energy projects are approved by the Secretary of State rather than local councils, which only act as statutory consultees. Councils can and do formally object or support proposed projects in the region, however, as East Suffolk have done with the recent Sea Link proposals affecting Friston and the nearby coast.

### Libraries Consultation

On Tuesday 25 March, Cabinet reviewed the results of the recent consultation about the Suffolk library service, which is due to go out to procurement in the summer. Broadly, the members of the public who responded to the survey agreed with what libraries currently provided, including community and digital services, and the mobile library and home library services for people who were housebound. Recent pop-up libraries in village halls did not score highly in the consultation and it is unlikely these will form part of the service in future. It is also likely that mobile libraries will run from smaller vehicles in future. The successful bidder for the new libraries contract is likely to be announced in November, with the new contract starting from June 2025. The overall level of funding wont be increased though.

### Growing Biodiversity

At Cabinet at the end of February we heard about the council's new responsibilities for planning and Biodiversity Net Gain (BNG). Under the Environment Act 2021, all planning permissions granted in England will have to deliver at least 10% biodiversity net gain (or increase) from April 2024. This means that developers must protect natural habitats or compensate for the loss of it when they build – for example, if a woodland is destroyed by a road, they need to create another one, either onsite or elsewhere, or enhance the natural habitat onsite so that the effect of the development is to increase nature rather than decrease it. This has been introduced to try and combat the biodiversity crisis in the UK; since 1970 UK wildlife species have declined by 19% on average, with near one in six species threatened with extinction. For more information about the new scheme, please see

<https://www.gov.uk/guidance/understanding-biodiversity-net-gain>

### Update on SEND Investment

Cabinet on 27 February also reviewed the new £4.4m investment in SEND services at the council will be spent on how the new funding will be used to increase capacity and recruit to extra roles in the SEND service, particularly around clearing the backlog of EHCPs and annual reviews. Since the poor SEND inspection report was published, the council has worked with health to create a priority action plan which was submitted to Ofsted/CQC on 7 March. This plan addresses two priority actions from the report (working better together to improve systems and outcomes for children and young people, and to improve quality and timeliness of EHCPs and annual reviews) and three areas for improvement (using performance data and information to plan and commission SEND services, engaging and communicating with children, young people and their families to reduce dissatisfaction, and working with providers of services for social, emotional and mental health and neurodiverse conditions to improve outcomes in these areas for children with SEND).

There has also been a recent announcement that Suffolk County Council is set to receive an additional £10.9 million to create new specialist school places for children and young people with special educational needs and disabilities in the county.



You can read the priority action plan here: <https://www.suffolklocaloffer.org.uk/asset-library/suffolk-priority-action-and-improvement-plan-final.pdf>

### Water Management in Suffolk

At Scrutiny Committee we heard how despite the wet winter this year, East Anglia is considered a Serious Water Stressed Area by the Environment Agency. By 2050, the demand will be 2538MI/d (mega litres per day) but the amount available will be only 1700MI/d. This will affect water bill prices - and limit economic growth in the region, as although housing developments are always guaranteed a water supply, this is not the case for commercial/industrial developments. The report included plans to preserve water or generate new supplies, including reducing water company leaks, two new reservoirs in South Lincolnshire and the Cambridgeshire fens, plus a small new reservoir in North Suffolk, and an increase in water transferred around the region.

### Public Consultation on Suffolk Devolution

Following an extensive informal engagement period throughout January, February and early March, Suffolk County Council's formal consultation for the proposed Suffolk Devolution Deal was launched on 18 March. Once the consultation has completed, the analysed results will be presented in detail to Cabinet in summer 2024.

To read about the proposals and fill out the public consultation survey, please visit: <https://www.suffolk.gov.uk/council-and-democracy/devolution>

### New EV Funding

Suffolk County Council has been awarded a £7.3m investment for Electric Vehicle (EV) infrastructure following successful bids to the government's Local Electric Vehicle Infrastructure (LEVI) fund, which supports local authorities to plan and deliver charging infrastructure for residents who do not have off-street parking. Suffolk residents without off-street parking will benefit from £5.9 million to support EV charging, and a further £1.4 million will be used to develop the county's existing EV charging network in community locations.

Suffolk residents are invited to 'nominate' their street for consideration for on-street charging points with this online form: <https://www.smartsurvey.co.uk/s/requestchargepoint/>

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**Facebook** - [Suffolk GLI - Green, Liberal Democrat & Independent Group | Facebook](#)

**Website** - [Suffolk Green, Liberal Democrat and Independent Group – The GLI Group at Suffolk County Council \(suffolkgli.wordpress.com\)](#)

Cost of Living help and advice:

<https://infolink.suffolk.gov.uk/kb5/suffolk/infolink/family.page?familychannel=6>

Benefits advice and support:

<https://infolink.suffolk.gov.uk/kb5/suffolk/infolink/adult.page?adultchannel=0>



Flood preparation advice: <https://www.suffolk.gov.uk/suffolk-fire-and-rescue-service/fire-and-rescue-safety-advice-in-the-community/preparing-for-flooding>

Flood recovery advice and support: <http://www.suffolk.gov.uk/about/flood-recovery-information-for-suffolk>

**Simon Harley    Suffolk County Councillor for Peninsula Division**



### APPENDIX D

#### Report from District Councillor Daniel Potter – April 2024

Last month's council meeting discussed the Suffolk Devolution Plan, proposals were set which would see by 2025 a new Suffolk run administration with an independent leader or mayor in charge, financing the cost exercises over a 30 year period were considered by many to be too short and investment in transport almost certainly all rural would also in the minds of money to not cover the full range of demand for these services residents would desire. I made a case in council for the accountability issue for all services under such a devolved administration, would residents know who was providing their services if it was under district level or under the new devolved structure? It left open too many unknowns.

Districts across Suffolk are consulted but do not overall have a direct say on the destination of a devolution plan, which means decisions taken on a separate playing field from district, that therefore wouldn't form the basis of a true consultation for the county.

By 2025 a new government and county council would be in place so the timing of the plan in such changes in local and national government would find a challenge in scheduling and administering a devolution plan so it leaves it open to question on that basis.

Car Parking Tariffs following the results of a district wide consultation recently published are to be decided on by cabinet from Monday 8<sup>th</sup> April, if approved tariffs could feasibly be imposed by October, there has been a lot of division on the move to impose tariffs which would many have argued mean drivers finding alternatives to park for free such as side roads and many have said they will reduce their time spent in the town centres which could mean spending less money at the shops.

The council needs to get to grips with a budget which worsens over the next 2-3 years and make some revenues to avoid the worst of these and save other services but ultimately the cost to the High St is what many councillors feel is being put at risk, a CIC could help meet the cost of the subsidy for a short stay car park and could be a way forward if the chamber of commerce, town councils it directly affects and Babergh DC can all agree.

Next month I will be changing posts from Environment to Communities at Babergh's Cabinet, I look forward to the role and already in my work as chair for the Western Suffolk Community Safety Partnership this could help project even greater involvement and insight into such a role.

The Suffolk Waste Partnership held it's quarterly meeting late in March at Grafton House in Ipswich, the agenda at the forefront of discussion was the National Govt led Simpler Recycling Strategy where glass bottles, plastics and cardboard could be collected separately by operators and frequency of collections altered to accommodate this change in recycling pattern. All councillors representing Ipswich BC, Babergh DC (myself) West Suffolk, Mid Suffolk and East Suffolk were meeting to discuss the cost implications of the new strategy and to propose a best fit solution.

Many agree that having collections for recycling could be every 3 weeks with general waste running as normal and for additional bins to collect glass and plastics but the residents should overall be given clear and precise communications and messaging going forward throughout the process of the new recycling strategy.

On the 4<sup>th</sup> April I attended a meeting with Suffolk County Councillor for Peninsula Simon Harley to be briefed on the update for a cycle and walking infrastructure route for Freston Hill, we were also joined by Jo Hazlewood of Freston Parish Council, there are two proposed routes to either the western or eastern side, the west which is the preferred route takes you closer to the Orwell and more away from cars and other traffic however hedgerows would need to be scaled back to accommodate the new route and the effects on biodiverse nature would need to be fully examined.



Suffolk Highways would do all the surveying and engineering work required whatever route is chosen, there is funds from CIL available but limited to 100k but other funding sources could well be made available to support this, Cabinet can approve additional funding if a case has merit for example.

Finally I will be attending Hadleigh Environmental Action Team's (HEAT) GreenUp event at the Hadleigh Guildhall on the 20<sup>th</sup> April which is meeting to discuss how to be more savvy on waste and in particular food waste in a domestic household, it is the first meeting for me on this particular issue although not with HEAT themselves so am looking forward to the discussions held on the day.