



MINUTES of the PARISH COUNCIL MEETING held on Tuesday 06 May 2025 commencing at 7.30pm held at Tattingstone Village Hall.

LIST OF ABBREVIATIONS USED INCLUDED AT APPENDIX B

PRESENT: Cllr R Abbott, Cllr D Hawes, Cllr J Lee, Cllr G Mark, Cllr A Mendel (Chair), Cllr B Plumbly and Cllr B Stennett

Also in attendance: County Councillor S. Harley and 3 members of the public, 1 of whom arrived at 19.33 during Item 5a.

01. OPENING

Cllr Mendel declared the meeting open at 7.30pm and thanked all for attending. A statement was read out by the Chair 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, providing permission has been sought from the Clerk and/or Chair.

02. ELECTION OF CHAIR

Cllr Mendel stated that she would be happy to continue as Chair of the Parish Council, this was seconded by Cllr Lee. 4 Councillors voted in favour of Cllr Mendel, 3 Councillors abstained from voting. Cllr Mendel was duly elected as Chair of the Parish Council and signed the Declaration of Acceptance of Office which was countersigned by the Clerk as Proper Officer and will be retained in the Parish Council records.

03. ELECTION OF VICE- CHAIR

Prior to the meeting, Cllr Page indicated that he would be happy to act as Vice Chair for the Parish Council. All councillors voted in favour of Cllr Page. Cllr Page was duly elected as Vice-Chair of the Parish Council and will sign the Declaration of Acceptance of Office at the next meeting. This will be countersigned by the Clerk as Proper Officer and will be retained in the Parish Council records.

04. APOLOGIES FOR ABSENCE

To note and approve apologies received – Cllrs noted and approved apologies received from Cllr S Page and District Councillor Potter.

05. DECLARATIONS OF INTEREST

- (a) To receive declarations of disclosable pecuniary interests and other registerable interests as detailed in Appendix B of the LGA Model Code of Conduct –
Cllrs Abbott & Stennett declared an interest in Item 9c as members of the Playing Field Committee.
- (b) To receive notifications of gifts of hospitality exceeding £50 – none submitted.
- (c) To note the determination of requests for dispensations for items on the agenda under discussion – none requested



06. MINUTES

To consider and approve the minutes of the previous Parish Council meeting held on 7th April 2025 –

Cllr Mark noted that there was an error regarding the presence of Cllr Simon Harley, which will be corrected.

Cllr Lee proposed that Council approve the minutes as a true and accurate record of the proceedings that took place with the above note, seconded by Cllr Plumbly - aif. The Chair signed a copy of the agreed minutes.

07. REPORTS FOR INFORMATION

- (a) A written report had been circulated from Cllr. Harley and a copy of this report is available with the meeting papers.
- (b) No report is available from Cllr. Potter due to absence.

08. CLERK'S REPORT

- (a) Actions were noted.
- (b) To note correspondence received in March 2025.
 - 1) Email from Brave Futures
Respond to ask them to fill in a Grant Application Form.
 - 2) Request for CIL balance by Playing Field Committee
Prepared as a paper for this meeting (with amendment, see 9d)
 - 3) Link to notes from SALC's Babergh Area Forum
For Information Only
 - 4) Link to SALC Survey
Distribute to Councillors to collate feedback.
 - 5) Email & letter from SARS (Annual Report Paper 6.b.5)
Respond to ask them to fill in a Grant Application Form.
 - 6) Email chain for playing field boundary query
Resident was present at meeting and explained the background to this item (see Papers 6b.2-4). Councillors agreed to the recommendation made by the Playing Field Committee – the fence boundary will remain in place but documents will be drawn up (at the cost of the home owner) to reflect the true boundary location.
 - 7) SALC AGM reminder
No interest from Councillors, no further correspondence to be distributed.
- (c) None received

09. PUBLIC FORUM

- (a) To receive questions and matters of concern from members of the public in attendance on items on the agenda submitted –
 - None.
- (b) To receive comments or questions relating to Tattingstone in particular –
 - None.



- (c) To receive questions and comments submitted in writing/email for future consideration by the Council – nothing raised

10. FINANCE REPORT

- (a) To note the balance of accounts as at 30th April 2025.
The balances were as follows:
- Lloyds Account: £17,411.82
 - Lloyds Savings Account: £35,041.99
- (b) To approve the accounts paid since the last meeting and accounts awaiting payment including forthcoming payments together with the receipts received since the last meeting.
Cllr Mark proposed and Cllr Mendel seconded that the payments detailed should be ratified and agreed – aif.
- (c) To consider any requests for financial support received from local people or groups –
- Request from the Playing Field Committee for a grant of £1000 for urgent roof repairs (see PAPER 9d)
*NB – The grant request was submitted before the works invoice was received, which was a value of £800
After some debate, Cllr Mark proposed to grant the playing field the maximum available grant amount of £500 towards pavilion roof repairs, with Cllr Mendel seconding and all in favour. Should the remaining funds still be required, the Playing Field Committee will submit another grant request.
- (d) To note the CIL report for April 2025 including nominal sums for potential CIL expenditure for the coming year (PAPER 3). It was noted that an the allocated funds have already been spent so the form needs adjusting. **Deferred to June.**
- (e) To receive the Bank Reconciliation for the period ending 31.03.25.
Deferred due to missing historic information
- (f) To receive and approve the Asset Register for the year ending 31 March 2025. **Received and approved, aif.**
- (g) To receive the list of payments which arise on a regular basis as the result of a continuing contract, statutory duty or obligation and regular maintenance contracts for the year 2024-25. **None noted, aif.**
- (h) Council to confirm, in accordance with FR 6.9 & 6.10 its acceptance for the use of BACS (Bank transfer) for the settlement of its invoices/requests for payments, provided that such payments are authorised by two bank signatories, and the evidence of such authorisation is retained, and any payments are report to the Council has having been made. **Confirmed, aif.**

11. STATUTORY BUSINESS

- (a) Council confirmed, in accordance with s151 of the 1972 Act, the Parish Clerk is appointed as the Council's Responsible Finance Officer as part of her contract of employment.
- (b) Councillors to reconfirm appointments outside bodies and parish appointed positions:
Cllr Page will represent the Village Hall & Playing Field Committees
- (c) Council reviewed and adopted the latest version of Standing Orders for Tattlingstone Parish Council.



11. PLANNING MATTERS

- (a) To consider and agree a response to the following planning matters related to Tattingstone
None received
- (b) To note the following decision notices received:
DC/25/00886
Southfields, Park Lane, Tattingstone, Ipswich Suffolk IP9 2NE
Householder Application - Erection of first floor extension, erection of single storey rear extension and addition of walls and roof covering.
Planning permission was GRANTED
DC/25/00690
Tattingstone Place, Park Lane, Tattingstone, Ipswich Suffolk IP9 2FP
Application for Listed Building Consent - Replacement of existing flat roof, insertion of roof lantern and alterations to parapet coping.
Listed building consent was GRANTED
DC/25/00689
Tattingstone Place, Park Lane, Tattingstone, Ipswich Suffolk IP9 2FP
Householder Application - Replacement of existing flat roof, insertion of roof lantern and alterations to parapet coping.
Planning permission was GRANTED

12. VILLAGE MATTERS

- (a) To receive an update from the Playing Field Representative
Cllr Page was absent so no update received.
- (b) Neighbourhood Plan – to approve the proposed modification to the Neighbourhood Plan
Cllr Lee proposed to accept the modification, with Cllr Hawes seconding and the majority in favour. Cllrs Plumbly and Stennett abstained with Cllr Abbott against.

17. DATES OF FORTHCOMING MEETINGS

- (a) Annual Parish Meeting – Thursday 29 May 2025, 7pm
(b) Parish Council meeting – Monday 02 June 2025, 7.30pm

The meeting closed at 8.27 pm.

SIGNED.....DATED..... TATTINGSTONE Parish Council



ACTIONS

MONTH	MINUTE NO.	ACTION	WHO
May	3	Sign Declaration of Acceptance of Office	SP
May	6	Correct April's minutes	RBN
May	8(b).1	Email Brave Futures a Grant Application Form	RBN
May	8(b).4	Distribute SALC Survey	SP
May	8(b).5	Email SARS a Grant Application Form	RBN
May	10(d)	Correct CIL Return	RBN
May	10(e)	Complete bank reconciliation	RBN



APPENDIX A – List of common abbreviations used.

Aif	All in favour
AGAR	Annual Governance and Accountability Return
APM	Annual Parish Meeting
APCM	Annual Parish Council Meeting
ASB	Anti-social Behaviour
BACS	Bankers Automated Clearing Services
BDC	Babergh District Council
BLC	Brantham Leisure Centre
BMCIC	Brantham Management Community Interest Company
BOS	Brantham Open Spaces Group
BMSDC	Babergh & Mid Suffolk District Council
BPC	Brantham Parish Council
CEP	Community Emergency Plan
CAS	Community Action Suffolk
Chq	Cheque
Cllr	Councillor
Cttee	Committee
DCLG	Department of Communities and Local Government
FC	Finance Committee
FOI	Freedom of Information
FR	Financial Regulations
GPoC	General Power of Competence
HMRC	Her Majesty's Revenue and Customs
LPA	Local Planning Authority
LPF	Lower Playing Field
LSC	Legal Sub Committee
NHS	National Health Service
NDP	Neighbourhood Development Plan
NP	Neighbourhood Plan
PC	Parish Council
PCSO	Police Community Support Officer
RFO	Responsible Finance Officer
RFSC	Recreation, Footpaths and Services Committee
SALC	Suffolk Association of Local Councils
SCC	Suffolk County Council
SID	Speed Indicator Device
SLA	Service Level Agreement
SNT	Safer Neighbourhood Team
SO	Standing Order
TPO	Tree Preservation Order
VAS	Vehicle Activated Sign
VCSE	Voluntary, Community and Social Enterprise Organisations
HMC	Village Hall Management Committee