



**MINUTES of the PARISH COUNCIL MEETING** held on Tuesday 05 May 2026 commencing at 7.30pm held at Tattingstone Village Hall.

**LIST OF ABBREVIATIONS USED INCLUDED AT APPENDIX B**

**PRESENT:** Cllr R Abbott, Cllr D Clarke, Cllr S Gipps, Cllr B Plumbly, Cllr A Mendel (Chair) and Cllr S Page, Cllr B Stennett (left after Item 2) and District Councillor Daniel Potter (until 20.18).

**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. Cllr Stennett recorded the meeting, which he agreed to share with the Clerk.

**02. ELECTION OF CHAIR**

Cllr Page proposed Cllr Mendel to continue as Chair of the Parish Council, this was seconded by Cllr Gipps.

Cllr Stennett proposed Cllr Plumbly as Chair, which was seconded by Cllr Abbott.

After a tied vote, the Chair's casting vote secured a majority for Cllr Mendel to continue as Chair. 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.

Councillor Stennett resigned with immediate effect and left the meeting.

**03. ELECTION OF VICE- CHAIR**

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 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.

**04. APOLOGIES FOR ABSENCE**

To note and approve apologies received – Cllrs noted and approved apologies received from Cllr J Lee and County Councillor Harley.

**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 – None.
- (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.



## **06. MINUTES**

To consider and approve the minutes of the previous Parish Council meeting held on 7<sup>th</sup> April 2026 –

**Cllr Mendel proposed that Council approve the minutes as a true and accurate record of the proceedings that took place, seconded by Cllr Gipps - 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) A written report had been circulated from Cllr. Potter and a copy of this report is available with the meeting papers.

## **08. CLERK'S REPORT**

- (a) Actions were noted.
- (b) To note correspondence received.
  - 1) Letter from Babergh/MSDC CEO re LGR  
For Information Only
  - 2) NSIP update  
FIO (spreadsheet available on request)
  - 3) BMSDC Briefing  
FIO
  - 4) SALC HR bulletin (booklet forwarded to HR Committee)  
FIO
  - 5) BMSDC biodiversity email  
Some planting in the play area was suggested. SP to take to PFC and Clerk to ask Babergh for info on tree size and suitability.
  - 6) Information on Neighbourhood Plan funding  
FIO
  - 7) 7SALC News Bulletin  
FIO
  - 8) Norwich to Tilbury update  
FIO
  - 9) Dates for Parish & Police forums  
Am to attend June forum
  - 10) Invitation to collaborate with Holbrook PC for a climate film screening  
Am to attend
  - 11) SALC Survey  
To decide a response or delegate to Clerk
  - 12) SALC News Bulletin  
FIO
  - 13) SALC HR bulletin (booklet forwarded to HR Committee)  
FIO
  - 14) SCC Passenger Group email  
To continue receiving updates



- (c)
- Babergh's response to the letter regarding Call for Sites and Local Nature Recovery was that comments can be made on the SHLAA once it is published in spring this year. My email address is already registered to receive updates. [www.tattingstoneparishcouncil.co.uk](http://www.tattingstoneparishcouncil.co.uk)
  - A third quote for hedge cutting has not yet been received, although multiple contractors have been contacted. Councillors resolved to ask for new quotes for 2026 - **aif**. Previous quotes were:
    - o Quote A: £560+VAT (to include tractor, operator etc w/ no waste removal)
    - o Quote B: £1500 (hedge cutter, chainsaw & removal of waste – also includes some tree maintenance)
  - The website domain for [tattingstoneparishcouncil.co.uk](http://tattingstoneparishcouncil.co.uk) is due for renewal. This seems to be a mirror of the gov.uk one. Councillors resolved not to renew - **aif**.
  - Memorial bench has been ordered, delivered and is ready to be assembled & installed by a willing volunteer.
  - The issues with FP2 – both ends – are still with the SCC Footpath Officer for resolution

## 09. PUBLIC FORUM

- (a) To receive questions and matters of concern from members of the public in attendance on items on the agenda submitted –
- Cllr Gipps passed on an enquiry from a resident about signs indicating the village hall car park can only be used by hirers of the hall and whether that included EV charging. It does not, EV charging users can park in the designated EV spaces while charging without hiring the hall.
- (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 29 April 2026.  
The balances were as follows:
- Lloyds Account: £10,948.85
  - Lloyds Savings Account: £40,277.72
- (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 £750 for hedge/tree works: **Councillor Page proposed, with Cllr Plumbly seconding and all in favour, that the grant should be paid this time but future requests should be agreed in time to budget for the upcoming year.**
- (d) Cllrs received the Bank Reconciliation for the period ending 31.03.26



- (e) Cllr received and approved the Asset Register for the year ending 31 March 2026
- (f) Cllrs received 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 2026-27
- (g) Council confirmed, 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.

## **11. STATUTORY BUSINESS**

- (a) Council to note that, 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. **Noted, aif**
- (b) Councillors to reconfirm appointments to outside bodies and parish appointed positions
  - Cllr Page confirmed as representative for both the Village Hall and Playing Field Committees
- (c) To review and re-adopt the Standing Orders for Tattingstone Parish Council – **re-adopted, aif**

## **12. PLANNING MATTERS**

- (a) To consider and agree a response to the following planning matters related to Tattingstone:  
**DC/26/01608**  
5 Cragpit Cottages, Main Road, Tattingstone, IP9 2NX  
Application for Listed Building Consent. Replacement of 2no wooden windows with new softwood windows of exactly the same dimensions and with glass and putty finish.  
Councillors SUPPORT this application
- (b) To note the following decision notices received:  
**DC/26/00943**  
Walnut Tree Cottage, Tattingstone Park, Tattingstone, Ipswich Suffolk IP9 2NF  
Discharge of Conditions Application for DC/25/04765 - 3 (Eaves and Verges) , 4 (Rainwater Goods), 5 (Materials) and 6 (Fenestration)  
  
APPROVED

## **13. GOVERNANCE**

- (a) Councillors resolved to adopt the Meeting Attendance and Absence Policy once it has been amended to reflect that apologies can be made via phone call or text message as well as email.



**12. VILLAGE MATTERS**

- (a) To receive an update from the Playing Field Representative  
Cllr Page provided an update from the Playing Field Committee meeting held on the 24<sup>th</sup> April, which was also the AGM. No members of the public or local groups attended. Dog waste on the playing field was raised as an ongoing issue, with a proposal to block gaps in the hedge where loose dogs may be getting onto the field. An earlier finish time is scheduled for the fete, at 9pm. The next meeting is on the 5<sup>th</sup> June.
- (b) Councillors received a reminder that the referendum will take place on the 7<sup>th</sup> May.

**14. DATES OF FORTHCOMING MEETINGS**

- (a) Annual Parish Meeting – Thursday 28 May 2026, 7.30pm
- (b) Parish Council Meeting – Monday 01 June 2026, 7.30pm

**The meeting closed at 8.32 pm.**

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

**ACTIONS**

MONTH	MINUTE NO.	ACTION	WHO
May	1	Share meeting recording	BS
May	8b5	Take tree planting idea to PFC	SP
May	8b5	Ask Babergh for suitability of play area for tree planting	RBN
May	8b9	Attend Police Forum June	AM
May	8b10	Attend Holbrook Green film screening	AM
May	8b14	Respond to Passenger Group	RBN
May	8c.2	Re-quote hedge work	RBN
May	8c.3	Cancel .co.uk domain	RBN
May	8c.4	Deliver bench to Tattlingstone for assembly/installation	RBN
May	10c	Pay grant to PFC	RBN
May	11c	Re-adopt Standing Orders	RBN
May	12a	Log support for DC/26/01608	RBN
May	13a	Adjust & implement Meeting Attendance & Absence Policy	RBN



**APPENDIX A – List 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>APCM</b>	<b>Annual Parish Council 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>BLC</b>	<b>Brantham Leisure Centre</b>
<b>BMCIC</b>	<b>Brantham Management Community Interest Company</b>
<b>BOS</b>	<b>Brantham Open Spaces Group</b>
<b>BMSDC</b>	<b>Babergh &amp; Mid Suffolk District Council</b>
<b>BPC</b>	<b>Brantham Parish Council</b>
<b>CEP</b>	<b>Community Emergency Plan</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>DCLG</b>	<b>Department of Communities and Local Government</b>
<b>FC</b>	<b>Finance Committee</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>LPA</b>	<b>Local Planning Authority</b>
<b>LPF</b>	<b>Lower Playing Field</b>
<b>LSC</b>	<b>Legal Sub Committee</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>RFO</b>	<b>Responsible Finance Officer</b>
<b>RFSC</b>	<b>Recreation, Footpaths and Services Committee</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>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>
<b>HMC</b>	<b>Village Hall Management Committee</b>