TATTINGSTONE
Parish Council

MINUTES of the PARISH COUNCIL MEETING held on Monday 07 September 2026 commencing at 7.30pm held at Tattingstone Village Hall.

LIST OF ABBREVIATIONS USED INCLUDED AT APPENDIX B

PRESENT: Cllrs G Mark, J Lee, A Mendel (Chair), S Page and Cllr B Plumbly.

01. OPENING

Cllr Mendel declared the meeting open at 7.30pm and thanked all for attending. No recording took place.

02. APOLOGIES FOR ABSENCE

To note and approve apologies received – Cllrs noted and approved apologies received from Cllr S Gipps, District Councillor Potter and County Councillor Armstrong.

Councillor Clarke was absent, with apologies sent via Cllr Page.

It was noted that Councillor Abbott had resigned prior to the meeting.

03. 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.

04. MINUTES

To consider and approve the minutes of the previous Parish Council meeting held on 6th July 2026 –

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

05. CO-OPTION OF A COUNCILLOR

This item was deferred due to the applicant not being available for the meeting.

06. REPORTS FOR INFORMATION

(a) A written report was circulated by Cllr. Armstrong before the meeting and a copy of this report is available with the meeting papers. Cllr Armstrong also update on the withdrawal of LGR in Suffolk.

(b) A written report was circulated by Cllr. Potter before the meeting and a copy of this report is available with the meeting papers.

Initial…….Date……..

07. CLERK'S REPORT

(a) Actions were noted.

(b) To note correspondence received.

1) Communication regarding Tattingstone Workhouse burial ground

   For Information Only (passed to village historian)

2) SALC News Bulletin

   FIO (please note multiple links of relevance to Parish Councils)

3) BMSDC notification of early cutting

   FIO

4) Email from resident re. UKPN & tree cutting

   FIO - issue raised with UKPN and response received that landowners are responsible for tree cutting

5) NALC NP survey

   FIO (survey completed)

6) SCC Highways email re. grit bins

   FIO

7) Email from Sutton PC re. Anglian Water leaks

   Response sent

8) National Landscape Community Grants

   To pass on to relevant local groups

9) Parish & Police Forum meeting dates

   Cllr Mendel to attend meeting

10) Suffolk Police annual report link

    FIO

11) Wind turbine project email from Cllr Potter

    FIO (forwarded)

12) SALC HR Bulletin

    FIO (file saved)

13) Book about Ipswich Barracks featuring Tattingstone resident

    FIO

14) Invitation to meet the Army

    Cllrs will decide individual attendance through link

15) SALC HR Bulletin

FIO (file saved)

(c) - Issue with trees reported to UKPN and included in Correspondence.

- The bench has been installed and a plaque is up for review this month, see agenda.

- SCC attempting to re-install the footpath marker for the west end of FP2.

(d) Training- see Paper

08. PUBLIC FORUM

(a) To receive questions and matters of concern from members of the public in attendance on items on the agenda submitted – Two residents provided further information on Item 10a.

(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.

09. FINANCE REPORT

(a) To note the balance of accounts as at 31 August 2026.
The balances were as follows:

- Lloyds Lloyds Account: £2,808.72
- Lloyds Savings Account: £40,345.64

(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 Page proposed and Cllr Mark 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 –
None

(d) Councillors noted the precept had been received so it was no longer necessary to transfer £2000 to the current account.

10. PLANNING MATTERS

(a) To consider and agree a response to the following planning matters related to Tattingstone:

DC/26/03489

The Sextons Cottage, Church Road, Tattingstone, Ipswich Suffolk IP9 2NA

Householder Application - Addition of first floor dormer window.

Councillor Page proposed, with Councillor Mendel seconding and all in favour, to support this application.

DC/26/03459

Keepers Farm, Cox Hall Road, Tattingstone, Ipswich Suffolk IP9 2NS

Application under Section 73 of The Town and Country 1990 - Variation of Condition 2 (Approved Plans and Documents) of Planning Permission DC/26/00335 dated: 19/05/2026 - Erection of single storey rear extension, first floor front and side extension, alterations to existing roof and installation of new private treatment plant

Aif to support

(b) To note the following decision notices received:

None

11. STATUTORY BUSINESS

(a) Council reviewed and approved the 2026-27 Tattingstone Parish Council Insurance renewal documentation received, noting this is part of a long-term agreement until 2028. **Aif**

(b) Councillors resolved to adopt the new Clerk Appraisal form **aif.**

12. COMMUNITY INFRASTRUCTURE LEVY

(a) Councillors approved the corrected CIL return form for 2025/26, **aif.**

(b) Councillors noted the quote received for Phase 2 of the play equipment upgrade and re-confirmed the Parish Council's 25% payment commitment, **aif.**

(c) Council received an update on the Welcome to Tattingstone leaflet printing, which is in the final stages and should be approved soon.

(d) CIL spending plans were considered and could be used to fund further play equipment. To be brought back for discussion in October.

13. HEDGE & VERGE CUTTING

(a) Councillors received the below quotes for hedge & verge cutting on Lemons Hill & Church Road:

i. £560 (same last year)

ii. £3600 (£1500 last year)

(b) Councillors noted no other quotes have been received and resolved to seek a 3rd quote.

(c) To determine a timescale for work to take place – deferred.

14. PLAYING FIELD

(a) Council received an update on the registration of the Playing Field with Land Registry, which is now complete.

(b) Council received information on the boundary issue with Southfields, which is ongoing and a quote for legal advice is to be sought.

(c) Council discussed wording and plaque design for the tribute bench, which is to be approved by Sheila Tweedy's family. Clerk to liaise with PFC.

15. NEIGHBOURHOOD PLAN

(a) Council noted that the bid for further funding from Babergh District Council requires more information.

(b) It was agreed a response to the request would be discussed with the Neighbourhood Plan consultant.

16. VILLAGE MATTERS

(a) To receive an update from the Playing Field Representative:

N/A – there was no August meeting.

(b) Councillor Lee suggested a bench be installed near Alton Water.

Councillor Mendel suggested a memorial for a recently deceased resident, who contributed significantly to the Good Neighbour Scheme.

17. CONFIDENTIAL ITEM

Councillors resolved to adopt the new Local Government pay scales and increase the Clerk by 4 salary scale points.

18. DATES OF FORTHCOMING MEETINGS

(a) Parish Council meeting – Monday 05 October 2026, 7.30pm

The meeting closed at 8.42 pm.

SIGNED……DATED…… TATTINGSTONE Parish Council

ACTIONS

MONTH	MINUTE NO.	ACTION	WHO
September	7b.9	Cllr Mendel to attend meeting	AM
September	10a	Log PC support for planning applications	RBN
September	11a	Renew insurance	RBN
September	11b	Adopt Clerk Appraisal form	RBN
September	12a	Upload corrected form	RBN
September	12d	Add CIL to October agenda	RBN
September	13b	Seek 3rd quote for hedge cutting	RBN/BP
September	14b	Seek legal advice quote	RBN
September	14c	Liaise with PFC for plaque	RBN
September	14b	Discuss response with consultant	RBN/AM
September	16b	Add bench/memorial to agenda for October	RBN

Initial…….Date……..

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**

Parish Councillor's Report for October

At Full Council on the 22nd September, the annual findings of the Overview & Scrutiny report were given and passed by council, it continues to provide essential information and service to Babergh and this was shown in a range of statistical findings such as 56 recommendations in all and 44 recommendations that were implemented across the spectrum, in 11 committee meetings there were 19 reports made and representatives included 6 out of 8 cabinet members, 29 Directors & Officers and 9 External Representatives.

Joint Audit & Standards Committee across both Mid Suffolk & Babergh also was presented and passed as was CIFCO which is used by Babergh's Finance & Investments, the annual treasury management report and CIL with it's annual report on expenditure.

I asked in full council if CIL infrastructure could in any way help with floods with respect to our area, which seems to now be an annual occurrence. The answer I got back was that the finances could not support an ongoing issue which was disappointing, nevertheless there is rapid response already instilled by Babergh since flooding which was particularly bad in October 2024, meant resilient measures were used because they were needed. However to be fully resilient in an ongoing future occurrence reliable funding will be required, there is no escaping from this fact.

The Suffolk Chamber of Commerce wrote it's Embargoed Report which I think shows the importance of the Orwell Bridge to the Peninsula area, using the Broken Down economic impact of the A14 in Suffolk this survey comprised of 350 different firms.

The results of this survey I can share below:

EMBARGOED until 00:01 30th September 2026
Suffolk Chamber second A14 business survey "will provide vital evidence for transport resilience study"

Suffolk Chamber of Commerce is calling on the county's whole business community to once again share their experiences of the A14 corridor from Felixstowe to the Cambridgeshire border – and the impact the congestion and delays along it are having on their profitability and growth plans.

The Chamber has launched its second *Broken Down* survey in time for the evidence to directly influence the options being looked at by Suffolk County Council as it pulls together a Pre-Strategic Outline Business Case to prompt the Government to directly fund much-needed improvements to the A14 and associated roads.

The 2024 report *"Broken Down: the economic impact of the A14 in Suffolk"* was based on the responses from over 350 local firms of all sizes and sectors and from across a broad range of market sectors.

The main findings were:

- 87% have been negatively impacted by A14 disruptions over the previous 12 months.
- 51% cited increased costs as a result of A14 disruption
- 49% reported negative impacts on client retention and customer satisfaction.
- 32% mentioned the impact of staff, including additional childcare costs and pressures on staff retention and recruitment
- 81% felt the Orwell Bridge was the area of most significant disruption, followed by knock-on delays (46%) and Copdock Interchange (39%)

- 81% are concerned about future capacity constraints on the Orwell Bridge and A14 corridor will impact their business
- Of this 81%: 85% feel that, if there are no significant improvements in the next decade, their investment plans in Suffolk will be either considerably or moderately impacted and 83% feel that their job numbers in Suffolk will be negatively impacted

Many of the companies that responded shared specific details of the impact of Orwell Bridge closures and other delays along the route had on their bottom line. These ranged from several hundred pounds per delay to one company that estimated its annual loss was over £80k.

The *Broken Down* report outlined a programme of actions* that needed to be taken to address the negative impacts on business activity and confidence. Since then, Suffolk Chamber has used this evidence and policy platform – plus its well-established convening powers – to host two summits on the issues and lead on a number of research projects in collaboration with Freeport East, National Highways, Suffolk County Council and Transport East.

Paul Ager, chair of Suffolk Chamber's Transport & Infrastructure Group, said: *"I would urge all businesses that use the A14 in Suffolk, whether they are based here or not, to contribute to this vitally important piece of evidence-gathering. The A14 in Suffolk is Britain's premier international gateway linking the North, the Midlands, London and the East of England to key international markets. Yet, it is bedevilled with congestion at various pinch points and a number of single points of failure, such as the Orwell Bridge, which costs businesses money and residents unnecessary hassle and stress."*

Paul Simon, head of public affairs at Suffolk Chamber, said: *"The aim of this second Broken Down research is both refresh the evidence base and to re-concentrate the minds of key stakeholders to give priority to implementing short-term, medium-term and long-term solutions to these problems. We hope that it will provide evidence for Suffolk County Council's transport resilience study. It will certainly act as a clear wake-up call to national and local policymakers to better understand the threat to Suffolk's economy."*

The Broken Down 2 survey can be accessed here: Suffolk A14 Survey

ENDS

Notes to editors

A copy of *Broken Down: the economic impact of the A14 in Suffolk can be found at www.suffolkchamber.co.uk*

Suffolk Chamber's asks arising from the 2024 Broken Down are:

- Short-term:
    - Confirmed funding for upgrades to Ely and Haughley rail junctions to be announced in the Comprehensive Spending Review, as once completed, these projects will remove 98,000 lorry journeys per year from the local and regional roads system
    - Research to be commissioned to more precisely quantify aggregate costs per hour of delays on A14 to Suffolk (and national) economy
    - National Highways to invest in an automated messaging service to provide wider reach for accidents and closure alerts

    - Ipswich Borough and Suffolk County Councils to extend the remit of the Ipswich Transport Taskforce to cover the A14 and other roads outside of the Borough boundaries to investigate possible diversion routes for smaller commercial vehicles
- Medium-term:
    - National Highways to start deploying its traffic officers to major A14 incidents in addition to Suffolk Police to improve implementation of diversions and traffic flow
    - National Highways to bring forward investment plans for the Copdock Interchange into the RIS3 period (2025-2030)
- Long-term:
    - A Government Taskforce be established to investigate building additional capacity into the sub regional roads system in and out of Felixstowe as maintenance interventions to the Orwell Bridge increase as the structure nears the end of its expected lifespan

In Local Planning, the Government updated its guidance to the NPPF, which alters boundary settlements to be a lot looser by definition in and around these settlements. The ability of a District Councillor to call in an application in their ward from October will cease altogether. This has understandably raised concerns because it breaks the democratic link between communities and developers to influence future planning decisions.

The Kingfisher Leisure Centre in Sudbury through safety concerns has meant no swimming can take place in the town, the age of the building itself being 40 years old is already above the national average of 38 years of total lifespan.

It is generally agreed that after numerous surveys done, repairs incrementally are not going to work anymore and that there will need to be a total rebuild. The cost to this is going to be considerable, with estimations of £28 million, James Cartlidge has promised to lobby the government for this funding and so this is where things currently are.

It is devastating news to have to report the nearby death of a toddler in Brantham Noah Woods, my thoughts are directly with the parents at this time and Full Council rightly paid tribute as well with a minute's silence. It is a tragedy and requires answers which will be provided at the inquiry currently happening.

Feel Good Suffolk is raising awareness of its Stoptober Campaign for smokers and has a unique partnership with ourselves as well as other District Councils and local integrated care boards.

The campaign itself has now been running since 2012 and helped millions of people to quit smoking, for more details search the Babergh website for the Stoptober campaign and how much it has helped make a difference.

Finally, Babergh Housing has been recognised with an award by The Local Authority Building Control for competence and a commitment to drive up standards across the construction industry.

For a full list of awards go to www.babergh.gov.uk/w/award-recognition-for-councils-building-control-team%C2%A0.

Councillor Daniel Potter

Orwell Ward

Babergh District Council

TATTINGSTONE
Parish Council

Windmill Lodge, Mill Road
Buxhall, Stowmarket
IP14 3DS
07713 864505
clerk@tattingstoneparishcouncil.gov.uk

Rachel Belcher-Nairn
Clerk to the Council

Paper submitted by the Clerk to the Council in advance of the Parish Council meeting on 05 October 2026

Parish Clerk's Report

a) To review actions from the previous meeting

MONTH	MINUTE NO.	ACTION	WHO
Mar	12b	Report to Alton Water User Group *Ongoing (awaiting meeting date)*	SP
Mar	15c.3	Report to Alton Water User Group *Ongoing (awaiting meeting date)*	SP
June	6b	Raise motorised surfboard at AW meeting *Ongoing (awaiting meeting date)*	SP
May June	8c.2 6a	Re-quote hedge work *See agenda*	RBN
July	10c	Re-adopt all policies *Complete*	RBN
July	11d	Discuss tree planting with PFC *Ongoing*	SP
Sept	7b.9	Cllr Mendel to attend meeting *Ongoing*	AM
Sept	10a	Log PC support for planning applications *Complete*	RBN
Sept	11a	Renew insurance *Complete*	RBN
Sept	11b	Adopt Clerk Appraisal form *Ongoing*	RBN
Sept	12a	Upload corrected form *Ongoing*	RBN
Sept	12d	Add CIL to October agenda *Complete*	RBN
Sept	13b	Seek 3rd quote for hedge cutting *Complete*	RBN/BP
Sept	14b	Seek legal advice quote *Ongoing – see agenda*	RBN
Sept	14c	Liaise with PFC for plaque *Complete (awaiting response)*	RBN
Sept	14b	Discuss response with consultant *Ongoing*	RBN/AM
Sept	16b	Add bench/memorial to agenda for October *Complete*	RBN

b) To receive items of correspondence

Please see Paper 6b.1

c) To receive an update from the Clerk on any other Council issues

- SCC have re-installed the footpath marker for the west end of FP2.

d) Training

Completed:

- SALC – Code of Conduct
- SALC – Preparing for Audit
- Effective responses to planning applications (SPS)
- SALC – Emergency Planning (for another parish but still applicable)
- SALC – Introduction to CiLCA
- Suffolk Environmental Network meeting

Upcoming:

- SLCC – Digital AGAR
- SLCC – Heritage in Planning
- SLCC – Commenting on Planning Applications

Please note I am on leave from the 21st Oct-2nd Nov inclusive so papers for next meeting will be early

CORRESPONDENCE OCTOBER 2026

1) Funding Summit
   For Information Only (passed to village historian)
2) SALC HR Bulletin – Sick Pay
   FIO
3) NSIP Briefing (spreadsheet available on request)
   FIO
4) BMSDC Notification of LGR Withdrawal
   FIO
5) Letter from MP Jim McMahon re. LGR
   FIO
6) BMSDC Notification of CIL Draft Charging Schedule
   FIO
7) SALC HR Bulletin
   FIO (file saved)
8) Letter from BMSDC re. Community Emergency Plans
   To decide if Tattingstone PC would like to formulate an Emergency Plan
9) Letter re. LGR from Future Suffolk Implementation Board
   FIO
10) SALC HR Bulletin
    FIO (file saved)
11) SALC NSIP Bulletin
    FIO

1.

Good afternoon

Following last year's VCFSE Funding Summit for Babergh VCFSE organisations I wanted you to let you know about this year's event. You may be interested in attending the event but please also share with voluntary and sports groups in your parish for them to attend.

Building on the success and popularity of last year's events, we are delighted to invite you the 2026 Funding Summit for Babergh's Voluntary Community Faith and Social Enterprises (VCFSE). The event in Babergh brings together VCFSE organisations, funders, experts, trustees, staff and volunteers from across Babergh. Funders and experts include, Babergh and Mid Suffolk District Councils Grants Team, Community Action Suffolk, Suffolk County Council Funding Team, Lottery Community Fund. Heritage Lottery, St Elizabeth's Hospice Community Fundraising Teams and National Grid's funding representatives.

👉 **VCFSE Funding Summit – Babergh**
📅 **Monday 5th October, 9.am – 2.30pm**
📍 Lavenham Village Hall
🍱 Light lunch and refreshments provided
⭐ View the programme here
🚨 **Booking is essential. Places are limited. Secure your place here.**

Places are limited to two representatives per organisation, so early booking is advised.

Why this event is unmissable
Today's funders increasingly look for organisations that can clearly evidence the difference they make and demonstrate a strong understanding of the communities they serve. This summit will provide practical tools and insights to help you do exactly that.

Through **interactive workshops,** you'll explore how to:

- **Measure and communicate impact effectively**, helping funders understand the value and outcomes of your work.
- **Engage meaningfully with communities**, ensuring projects and services are shaped by local needs and strengthening funding applications with credible evidence and lived experience.

You also can participate in up to three in **Learning Exchange Tables: facilitated small-group discussions** with funders and sector experts, ask questions in an informal setting, and gain practical information and guidance to support your organisation's growth and sustainability. These are pre-bookable on the day.

You can:

- **Connect directly with funders and support organisations** to gain insights into priorities, opportunities, and available resources.
- **Share learning and ideas with peers**, helping you identify new approaches, partnerships, and opportunities for collaboration

Whether you're developing a new funding application, planning future projects, or looking to demonstrate greater impact, this event will provide valuable knowledge, networks, and inspiration.

Kindest regards

Laura

Laura Butters
Community Grants and Development Manager

2.

Sick pay for employees

As some of you have already experienced, sometimes an employee will need to take sick leave and regardless of how the council may feel about this, it must always be managed professionally.

The council should look to its own policy on sick leave before we then refer to the employee's contract.

Usually in the first instance the employee must inform their line manager of the council of their absence. The employee can then self-certify for 7 days but must complete either the council's own self-certification form or **HMRC's self-certification form which can be found here.**

Following this 7 day period, which includes Saturday and Sunday, if the employee's absence continues, in order to receive sick pay the employee must **provide a fit note** from a medical professional.

What do we do in the absence of a contract?

Firstly, please arrange a contract as soon as possible, you can find the **NALC model contract with green book terms here**. If you do not have a contract, you still must adhere to HMRC guidelines in reference to sick leave. The employee will only be entitled to statutory sick pay (SSP) rather than contractual sick pay. **You can check eligibility for SSP here**.

What is contractual sick pay?

Contractual sick pay, otherwise known as occupational sick pay, is where the company replaces SSP with their own sick pay.

An employee is not entitled to SSP after their contractual sick pay ends unless the contractual sick pay finishes before the 28 week allowance of SSP. Contractual sick pay is a company benefit which runs concurrently with SSP. It is a benefit because it is usually a higher amount than SSP (SSP being the statutory minimum paid), essentially a 'top up' on SSP.

Can I contact my employee whilst they are on sick leave?

There is no law which stops an employer from contacting their employee whilst they are on sick leave, in fact, it is encouraged to stay in touch. You can always contact your employee

if you need to obtain any equipment or documentation from them to cover the role in their absence.

Please note however that although not unlawful, to contact an employee whilst on **annual leave** is deemed unprofessional.

You can find more useful information on sick leave entitlement on the ACAS website here.

What do I do when my employee wants to return to work?

Although a return to work interview is not always necessary, sometimes a return to work phone call will suffice, if your employee has been on sick leave for any length of time or even if their reason for sick leave is something which you feel you need to assess, we recommend a return to work interview is conducted by your HR/Personnel committee.

A return to work interview should check:

- That the employee is ready and able to return
- The need for amended duties or phased return
- Whether the workplace impacted the absence
- Whether retraining is required
- If occupational health or GP is involved

During this meeting you can identify and record any potential risks which may cause the clerk to require further sick leave and it is also a space for essential communication to ensure the wellbeing of your employee.

You can find more information and templates on this on the ACAS website here.

To keep up to date with my blogs or FAQ **click here.**

3.

Good afternoon,

Please find attached updated spreadsheet showing the progress of NSIPs and large-scale energy projects in the districts for your information.

Of note in this update:

- The Norwich to Tilbury examination has closed. The Secretary of States decision is due by 10th February 2027. Applications for enabling works at Wortham / Palgrave and Holton St. Mary are expected to be submitted in September / October.
- Construction of the Bramford to Twinstead development is continuing. Information on the work that is happening can be found here: https://www.nationalgrid.com/the-great-grid-upgrade/bramford-to-twinstead/whats-happening-now New WhatsApp groups for information sharing have been launched. Abnormal indivisible load vehicle movements (in convoy with police escort) to deliver large cable drums are expected to travel from Port of Felixstowe via the A14, A12 and A134 to the main construction compound at Leavenheath. There are no road closures for these deliveries but there may be traffic delays. There is a road closure of Pope's Green Lane, Polstead Heath on Sunday 20 September (08:00 - 17:00). Any concerns regarding non-compliance should be reported to the planning enforcement team as usual here: https://www.midsuffolk.gov.uk/report-it
- Projects in scope for the Bill Discounts Scheme include Bramford to Twinstead and Norwich to Tilbury. Ofgem are administering the scheme and more details / guidance is expected later in the autumn.
- The Progress Power non-matierial change application consultation closes on 8th September. Details are available here: https://national-infrastructure-consenting.planninginspectorate.gov.uk/projects/EN010060/documents
- The Essex and Suffolk Water Suffolk Water Recycling and Transfer Scheme NSIP scoping consultation is expected this week.
- As a reminder, the monthly NSIP drop in session is now open for queries on all projects. The sessions will be held via Teams using the existing meeting invite and is open to anyone, including individual residents, with queries about any NSIP. The next session is this week, on 10th September.

We are expecting more projects / applications which may warrant a further update during a month. I will continue to review the effectiveness of this email update to keep councillors and parish councils up to date. I appreciate all feedback, thank you.

Please do let me know if you need any support for your parish council meetings regarding any of these projects, or any other matter.

Please be reminded that pre-application details (those shown in red text on blue background) are confidential and must not be shared. If you are uncertain about what can be shared please contact me.

I hope this is helpful. As ever, please do not hesitate to contact me if you have any queries.

4.

Dear Town and Parish clerks,

We wanted to make you aware that the Government has this afternoon withdrawn its decision on Local Government Reorganisation in Suffolk while it carries out a review of the LGR programme.

Following updated legal advice, ministers say they are reviewing plans to ensure the process is robust. The review will include decisions on Essex, Hampshire, Norfolk and Suffolk, which have been withdrawn in light of new legal advice.

Plans for 14 other areas, along with Cambridgeshire & Peterborough and West Sussex, will also be reviewed and paused while this is carried out.

So, local elections in May 2027 will be district elections and go ahead on existing council boundaries.

You can read more details about today's announcement in a letter sent to council leaders by Jim McMahon, minister for local government, devolution and regional growth.

There has also been media interest in this, and you can see statements we have provided below.

We will, of course, update further once we know exactly what this means for all of us.

Thank you

Cllr Andy Mellen, Mid Suffolk District Council leader
Cllr Deborah Saw, Babergh District Council leader

5.

Ministry of Housing, Communities & Local Government

Jim McMahon OBE MP
Minister for Local Government, Devolution and Regional Growth
2 Marsham Street
London
SW1P 4DF

Leaders in Suffolk
By email

7 September 2026

Dear Leader,

I am writing to update you on the Local Government Reorganisation programme following the comments by the Prime Minister in the House of Commons last week that the government was prepared to look at decisions.

We set out in the Cabinet Statement on Rewiring the State that local government structures are key to our devolution ambitions and filling the map. Effective and sustainable local government is vital to meeting our ambitions.

However, the government has also listened to representations about the approach and pace of reorganisation. Those relate both to the specific decisions announced in March and July and to the scale and pace of the programme more broadly. While we recognise there will always be a wide range of divergent views on the structure of councils, and so achieving perfect consensus will never be possible, now is the time to pause and reflect. It is important that this is done right.

The Secretary of State will announce later today that we are undertaking a review of the Local Government Reorganisation programme and following updated legal advice (for the avoidance of doubt no privilege is waived) that she has withdrawn the decisions made in March this year for four areas: Essex, Southend-on-Sea and Thurrock; Hampshire, Isle of Wight, Portsmouth and Southampton; Norfolk; and Suffolk.

The review, which I will lead, will look at the programme as a whole and this will include reviewing the 14 decisions made in July. Cambridgeshire and Peterborough and West Sussex, where decisions have not yet been taken, will be considered as part of the review. The new councils for East Surrey and West Surrey are unaffected and outside of this process because they are already established in law.

Until this review has concluded, I am asking you, together with your partners, to cease work on implementing the decisions that were announced in July. I want to acknowledge the work that your teams have undertaken on local government reorganisation. This decision in no way reflects the work done locally in developing plans, building consensus where it can be found, and marshalling your organisation and partners for the change ahead. But I do believe this reduces the risk of nugatory work if, after further review, we decide to change course.

While the current timetable for reorganisation envisages local elections scheduled for May 2027 being replaced by elections to the new councils, this review means elections scheduled to take place in May 2027 will go ahead to existing council boundaries.

I appreciate that this position will feel uncomfortable, but I believe it is right to consider these matters seriously and deeply given the significance of the decisions. I want to assure myself that this process is being done correctly and robustly. It will also afford the opportunity for the Devolution White Paper, which will set out our plans to rewire the state, to address the question of the role of local government in a devolved country.

I know you will be pressing for certainty as quickly as possible, so you have clarity over the future and to allow the work required to implement reorganisation. I am committing to you that I will ensure that next steps are communicated early and clearly to the sector.

I do not take this lightly and recognise the huge amount of work that has already gone into progressing reorganisation, for which I am very grateful. My officials will contact your officials shortly to discuss next steps, and I am copying this letter to your Chief Executives and MPs.

Yours sincerely,



JIM MCMAHON OBE MP
Minister for Local Government, Devolution and Regional Growth

6.

To whom it may concern

Babergh and Mid Suffolk District Councils – Community Infrastructure Levy (CIL) Draft Charging Schedules examination notification 2026 -

Babergh and Mid Suffolk District Councils are writing to notify you that on 7th September 2026, the Community Infrastructure Levy (CIL) Draft Charging Schedules were submitted to the Planning Inspectorate, to be independently examined. These Draft Charging Schedules were subject to public consultation in 2025 and should they be adopted following examination, will replace the existing Charging Schedule for each district.

The Community Infrastructure Levy is a charge which can be levied by local authorities on new development in their area. It is an important tool for local authorities to use to help them deliver the infrastructure needed to support development in their area.

The submission documents are available to view in the CIL Document Library and further information can be found on each Council's website at www.babergh.gov.uk/cilexamination and www.midsuffolk.gov.uk/cilexamination, where you can also keep up to date with the examination as it proceeds.

Documents can also be viewed at our offices:

- **Endeavour House, Russell Road, Ipswich, IP1 2BX** (open from 9am to 4.30pm Monday to Friday (excluding bank holidays))

Or our Customer Access Points at:

- **Sudbury Library, Market Hill, Sudbury, CO10 2EN** (every Monday from 9am to 5pm and every Thursday from 9am to 5pm (excluding bank holidays))
- **54 Ipswich Street, Stowmarket, IP14 1AD** (Monday, Wednesday and Thursday from 9am to 5pm, Tuesday from 10am to 5pm, Friday from 9am to 4.30pm (excluding bank holidays))

For further information, please telephone 01449 724563 or email Infrastructure@baberghmidsuffolk.gov.uk.

Kind regards,

Robert Hobbs
Head of Strategic Planning

7.

Diplomacy, Confidentiality, and the Councillor's Code of Conduct

The role of a Parish Councillor is deeply rooted in community service, but it sits on a tricky intersection between passionate local politics and formal governance. Navigating this space requires a high degree of diplomacy, discretion, and adherence to the Code of Conduct.

For the Council as an employer, the behaviour of its Councillors directly impacts staff morale, legal compliance, and HR risk.

Please find attached guidance relating to this topic. If you have any specific queries surrounding this, please contact me directly.

Kind regards,

8.

Dear Clerk and Councillors,

Community Emergency Planning

Helping local communities prepare, respond and recover

Nobody understands your community as well as you do. In the unfortunate event of an emergency, your local knowledge and early community action could make a significant difference.

That's why I am writing to encourage your town or parish council to consider developing a new, or reviewing an existing **Community Emergency Plan**.

As Suffolk has seen over the past few years, emergencies such as flooding, severe weather such as storms and drought, wildfires, power outages and many more do happen and can do so with little or no warning – resulting in wide reaching impacts on our communities. A changing climate is predicted to bring us more emergencies in the future, and there are well-founded warnings from authoritative organisations such as the World Meteorological Organisation and the UK Met office that the El Nino weather phenomenon could bring more extreme storms over this autumn and winter.

While emergency responders and local authorities have arrangements in place through the Suffolk Resilience Forum, an established Community Emergency Plan can make a significant difference in the first few hours of an incident, helping to reduce the impact of an emergency and greatly improving the resilience of a community by using local knowledge, skills and resources to support residents during and after any incident.

Community Emergency Planning is about understanding local risks, using the already well-established networks and relationships that parish and town councils have, to promote preparedness at an individual and household level and then identifying the people, places and resources that may be needed when an emergency does occur.

Having a plan does not remove the responsibility of the emergency services and local authorities to respond to emergencies, but complements their arrangements by helping communities to stay informed, support one another and recover more quickly.

A Community Emergency Plan does not need to be complex or lengthy. It is important that it suits the needs of your community and is flexible enough to respond to a range of different risks.

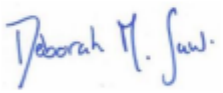
For further information on preparing for emergencies please visit Prepare your community - Suffolk Resilience Forum

One tool that may be helpful in alerting residents to risks is the **National Emergency Briefing,** a 50 minute film in which experts in various fields set out their analyses of the impact of climate change. Many communities in Suffolk have already organised viewings of this film, and we encourage you to do so for your community. Details of how to organise this can be found at nebriefing.org/the-film

If you are interested in developing a Community Emergency Plan or are interested in what your town or parish council can do to promote preparedness, please contact our Emergency Planning Officers at Suffolk Joint Emergency Planning Unit (JEPU) - Emergency.planning@suffolk.gov.uk who are happy to help, advise and support throughout the process.

Thank you for the important role your council plays in supporting local resilience. By taking time to plan ahead, communities can be better prepared, better connected and better able to respond when disruption occurs.

Kind regards,



Deborah Saw (Cllr.)
Green Party
Leader and Cabinet Member for People &Place
Babergh District Council
Member – North West Cosford

Phone: 07928 512594
Email: Deborah.Saw@Babergh.gov.uk
Endeavour House, 8 Russell Road
Ipswich IP1 2BX
www.babergh.gov.uk

9.

Dear partner

As you may have seen in the news last week, on Monday 7 September the Government announced that it was withdrawing its previous decision to create three new unitary councils in Suffolk. This is also the case in Norfolk, Essex and Hampshire. You can read more about the decision on the GOV.UK website.

While there is still a level of uncertainty about what this means for Suffolk, the Future Suffolk Implementation Board met last week and there is now greater clarity on the next steps, which we would like to share with our partners and stakeholders.

Firstly, we would like to thank everyone who has engaged with the LGR process to date. Over recent months, a significant amount of work has been undertaken by teams across Suffolk's councils, alongside partners and stakeholders from across the county. This collective effort has helped strengthen our understanding of the opportunities and challenges facing local government in Suffolk and has reinforced our shared commitment to delivering the best possible outcomes for residents, communities and businesses.

We would also like to reassure you that this work has not been wasted. The substantial work completed so far has generated valuable evidence, insight and learning which we aim to use to strengthen service delivery across the Suffolk system.

The work undertaken to date has demonstrated the strength of partnership working across the county. Regardless of the immediate position on LGR, we remain committed to working collaboratively with our partners to address the challenges and opportunities facing Suffolk.

What happens next

- As a result of the Government's decision, there is currently no LGR proposal in place for Suffolk. Furthermore, a withdrawn decision cannot simply be restarted without a new formal decision by the Secretary of State.
- The Government will carry out a rapid review of existing LGR proposals and will provide further detail on how this process will operate.
- Elections in May next year will go ahead. However, these will no longer be for the proposed Shadow Authorities and will instead take place on existing district and borough boundaries.

Although we now have greater clarity on the immediate position, there are still areas where further information from Government is required.

Devolution

While it is important not to confuse the two programmes, we recognise that many partners have questions about what these developments mean for devolution.

The message from Government is clear: devolution is continuing.

The Government has confirmed that recent developments relating to LGR do not affect the timetable for devolution and will be publishing a new White Paper on 'Rewiring the State' later in the Autumn.

We know that many of our partners and stakeholders will have questions about the future direction of local government in Suffolk. As more information becomes available and there is greater clarity on the next steps, we will continue to keep you informed.

Yours sincerely

Chris Bally

On behalf of the Future Suffolk Implementation Board

10.

Understanding Enhanced Redundancy Protection

This is one of the most significant and often misunderstood changes in UK employment law. For Parish Councils, ensuring compliance with the enhanced protection against redundancy for new and expectant parents is not just crucial but an urgent requirement that safeguards your Council against highly damaging and costly legal claims.

This new protection dramatically extends the period during which employees on family leave have a prioritised right to suitable alternative employment in a redundancy situation.

Please find attached guidance surrounding this topic. If you have any specific query relating to this, please contact me directly.

Kind regards,

Charlotte Haines
HR and Payroll Manager

11.

Nationally Significant Infrastructure Projects

Bulletin - September 2026

Welcome to the September edition of the NSIPs bulletin produced jointly by SALC and Suffolk County Council.

This link takes you to our September 2026 update newsletter.

Elma Glasgow
NSIPs Community Engagement Coordinator

OCTOBER 2026

PAPER 8.b

PAYMENTS AGREED/RATIFIED AT THE MEETING HELD ON 6th July 2026 (and between meetings)

PAYMENTS MADE

Payee	Internal Ref	Detail	Method	NETT	VAT	TOTAL
R. Belcher-Nairn	Sept 13	Clerk salary August 2026	BACs	424.81		424.81
R. Belcher-Nairn	Sept 14	Working from Home Allowance	BACs	26.00		26.00
R. Belcher-Nairn	Sept 15	MS365 Subscription (paid by personal card due to debit card being cancelled)	BACs	8.51	1.70	10.21
NEST	Sept 16	RBN Pension Contribution	Direct Debit	39.13		39.13
Tesco Mobile	Sept 17	Phone	Direct Debit	15.99		15.99
SLCC	Sept 18	Training – Commenting on Planning Apps	BACs	12.70	2.54	15.24
SLCC	Sept 19	Training – Heritage & Planning	BACs	12.70	2.54	15.24
CAS	Sept 20	Insurance 2026/27	BACs	660.34		660.34
Bendell & Sons	Sept 21	Legal fees for Playing Field registration	BACs	366.00	54.00	420.00
S Abbott	Sept 22	Bench installation	BACs	114.14		114.14
Lloyds bank	Oct 1	Service charge	Direct Debit	4.25		4.25
						£1745.35

INCOME RECEIVED

Payee	Internal Ref	Detail	Method	NETT	VAT	TOTAL
Babergh DC	Oct A	Precept Pt 2	BACs	9020.26		9020.26
Lloyds Bank	Oct B	Interest – savings account	Bacs	16.58		16.58
						£9036.84

PAYMENTS TO BE MADE

Payee	Internal Ref	Detail	Method	NETT	VAT	TOTAL
R. Belcher-Nairn	Oct 2	Clerk salary September 2026	BACs	620.66		620.66
R. Belcher-Nairn	Oct 3	Working from Home Allowance	BACs	26.00		26.00
R. Belcher-Nairn	Oct 4	MS365 Subscription (paid by personal card due to debit card being cancelled)	BACs	8.51	1.70	10.21
NEST	Oct 5	RBN Pension Contribution	Direct Debit	57.18		57.18
Tesco Mobile	Oct 6	Phone	Direct Debit	15.99		15.99
HMRC	Oct 7	PAYE 2026-27 Q2	BACs	538.31		538.31
CAS	Oct 8	Iv1349, 10 x email boxes	BACs	225.00	45.00	270.00
SALC	Oct 9	Inv31923, 12m payroll provision		108.00	21.60	129.60
						£1667.95

Please also note some training invoices were mistakenly allocated to Tattingstone rather than another Parish but these have all been refunded

Countersigned by……Chair of Parish Council

All payments authorised under The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012

Note: Council resolved at the 2023 Annual Meeting that it met the eligibility conditions, and this continues right through until the next relevant annual meeting which will be May 2027.

This is regardless of whether the Council continues to meet those conditions for the duration, (para 7.12 of the Explanatory Memorandum to The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 refers

Philip Isbell – *Chief Planning Officer*
Planning – Place Directorate

Babergh District Council
Endeavour House, 8 Russell Road, Ipswich IP1 2BX

Website: www.babergh.gov.uk

PLANNING PERMISSION

TOWN AND COUNTRY PLANNING ACT 1990
THE TOWN AND COUNTRY PLANNING (DEVELOPMENT MANAGEMENT PROCEDURE) (ENGLAND) ORDER 2015

Correspondence Address:
Mr John Fretwell
The Sextons Cottage
Church Road
Tattingstone
Ipswich
Suffolk
IP9 2NA

Applicant:
Mr John Fretwell
The Sextons Cottage
Church Road
Tattingstone
Ipswich
Suffolk
IP9 2NA

Date Application Received: 13-Aug-26
Date Registered: 13-Aug-26

Application Reference: DC/26/03489

Proposal & Location of Development:
Householder Application - Addition of first floor dormer window.

The Sextons Cottage, Church Road, Tattingstone, Ipswich Suffolk IP9 2NA

Section A – Plans & Documents:
This decision refers to the drawing at Scale 1:1250, received 13/08/2026, as the defined red line plan with the site shown edged red. Any other drawing showing land edged red whether as part of another document or as a separate plan/drawing has not been accepted or treated as the defined application site for the purposes of this decision.

The plans and documents recorded below are those upon which this decision has been reached:

Defined Red Line Plan - Scale 1:1250 - Received 13/08/2026
Elevations - Existing - 130110.3P1 - Received 13/08/2026
Proposed Plans and Elevations - 13021/2P3 - Received 13/08/2026
Elevations - Proposed - 13021/3P5 - Received 13/08/2026
Block Plan - Proposed - 130210.3P2 - Received 13/08/2026
Bat Survey - Received 13/08/2026

Section B:

Babergh District Council as Local Planning Authority, hereby give notice that **PLANNING PERMISSION HAS BEEN GRANTED** in accordance with the application particulars and plans listed in section A subject to the following conditions:

1. COMPLIANCE REQUIRED: COMMENCEMENT TIME LIMIT

The development hereby permitted shall be begun not later than the expiration of three years from the date of this permission.

Reason - To comply with the requirements of Section 91 of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

2. COMPLIANCE REQUIRED: APPROVED PLANS & DOCUMENTS

The development hereby permitted shall be carried out in accordance with the drawings/documents listed under Section A above and/or such other drawings/documents as may be approved by the Local Planning Authority in writing pursuant to other conditions of this permission or such drawings/documents as may subsequently be approved in writing by the Local Planning Authority as a non-material amendment following an application in that regard. Such development hereby permitted shall be carried out in accordance with any Phasing Plan approved under Section A, or as necessary in accordance with any successive Phasing Plan as may subsequently be approved in writing by the Local Planning Authority prior to the commencement of development pursuant to this condition.

Reason - For the avoidance of doubt and in the interests of proper phased planning of the development.

3. DISCHARGE REQUIRED: WILDLIFE ENHANCEMENT STRATEGY

Prior to any works above slab level, a Wildlife Enhancement Strategy for protected, Priority and threatened species, prepared by a suitably qualified ecologist in line with the recommendations of the Bat Survey (Essex Mammal Surveys, April 2026)., shall be submitted to and approved in writing by the local
planning authority.

The content of the Wildlife Enhancement Strategy shall include the following:
a) Purpose and conservation objectives for the proposed enhancement measures;
b) detailed designs or product descriptions to achieve stated objectives;
c) locations of proposed enhancement measures by appropriate maps and plans (where relevant);
d) persons responsible for implementing the enhancement measures; and
e) details of initial aftercare and long-term maintenance (where relevant).

The works shall be fully implemented in accordance with the approved details and shall then either be fully retained in that manner, or otherwise improved, thereafter.

Reason - To enhance protected, Priority and threatened species and allow the LPA to discharge its duties under paragraph 187d of NPPF 2024, s40 of the NERC Act 2006 (as amended) and Policy LP16 of the adopted Babergh & Mid Suffolk Joint Local Plan.

SUMMARY OF POLICIES WHICH ARE RELEVANT TO THE DECISION:

Babergh and Mid Suffolk Joint Local Plan (JLP) (2023)
SP03 - The sustainable location of new development
SP09 - Enhancement and Management of the Environment
SP10 - Climate Change
LP03 - Residential Extensions and Conversions
LP15 - Environmental Protection and Conservation
LP16 - Biodiversity & Geodiversity
LP17 - Landscape
LP19 - The Historic Environment
LP23 - Sustainable Construction and Design
LP24 - Design and Residential Amenity
LP27 - Flood risk and vulnerability
LP29 - Safe, Sustainable and Active Transport

Tattingstone Neighbourhood Plan (2026)
TATT 1 - Spatial Strategy
TATT 8 - Design Considerations

National Planning Policy and Guidance
NPPF - National Planning Policy Framework (2026)
PPG - Planning Practice Guidance

NOTES:

1. **The Approved Development**

   The permission hereby granted relates solely to the addition of the first-floor dormer window. No other alterations to the dwelling shown on the Proposed Elevations drawing (Ref: 1302 1/3 Rev. P5) form part of this approval.

2. **Statement of positive and proactive working in line with the National Planning Policy Framework (NPPF)**

   When determining planning applications The Town and Country Planning (Development Management Procedure) (England) Order 2015 requires Local Planning Authorities to explain how, in dealing with the application they have worked with the applicant to resolve any problems or issues arising. In this case the application was able to be supported and approved as submitted so there was no need to work further with the applicant.

3. **Protected Species Note**

   The developer is hereby reminded of their obligations under the Wildlife and Countryside Act (1981) (as amended) and the Conservation of Habitats and Species Regulations (2017) (as amended) in the carrying out of the development hereby approved.

COMMUNITY INFRASTRUCTURE LEVY

Babergh and Mid Suffolk District Councils have adopted Community Infrastructure Levy (CIL) charging which affects planning permissions granted on or after 11th April 2016 and permitted development commenced on or after 11th April 2016. You are responsible for submitting the relevant CIL forms to our Infrastructure Team, telling them who will pay CIL and when the development will commence. However, you will receive a Liability Notice including the amount to be paid and what you must do. Please ensure the Infrastructure Team have your correct contact details. If you have any questions, please contact the Infrastructure Team direct on: infrastructure@baberghmidsuffolk.gov.uk or telephone 01449 724563.

Alternatively, you can find more information about CIL on our websites here: CIL in Babergh and CIL in Mid Suffolk

This relates to document reference: DC/26/03489

Signed: **Philip Isbell** **Dated:** **22nd September 2026**

Chief Planning Officer

Important Notes to be read in conjunction with your Decision Notice

Please read carefully

This decision notice refers only to the decision made by the Local Planning Authority under the Town and Country Planning Acts and DOES NOT include any other consent or approval required under enactment, bylaw, order or regulation.

Please note: depending upon what conditions have been attached to the decision, action may be required on your part before you can begin your development. Planning conditions usually require that you write to the Local Planning Authority and obtain confirmation that you have discharged your obligations. You should read your decision notice in detail and make a note of the requirements placed on you by any conditions. **If you proceed with your development without complying with these conditions you may invalidate your permission and put your development at risk.**

Discharging your obligations under a condition:

You should formally apply to discharge your conditions and the relevant application forms are available on the Council's website. The Local Planning Authority has 8 weeks to write to you after you submit the details to discharge your conditions. You should always account for this time in your schedule as the Local Planning Authority cannot guarantee that conditions can be discharged quicker than this. A fee is applicable for the discharge of planning conditions.

Building Control:

You are reminded that the carrying out of building works requires approval under the Building Regulations in many cases as well as a grant of planning permission. If you are in doubt as to whether or not the work, the subject of this planning permission, requires such approval, then you are invited to contact the Building Control Section of Babergh and Mid Suffolk District Councils.

Appeals to the Secretary of State

1. If the applicant is aggrieved by the decision of the Local Planning Authority to refuse permission or consent, or to grant permission or consent subject to condition, they may appeal to the Secretary of State for Communities and Local Government. The applicant's right of appeal is in accordance with the appropriate statutory provisions which follow:

Planning Applications: Section 78 Town and Country Planning Act 1990

Listed Building Applications: Section 20 Planning (Listed Buildings and Conservation Areas) Act 1990

Advertisement Applications: Section 78 Town and Country Planning Act 1990
Regulation 15

Town and Country Planning (Control of Advertisements) Regulations 2007

Notice of appeal in the case of applications for advertisement consent must be served within eight weeks of receipt of this notice. Notice of Householder and Minor Commercial Appeals must be served within 12 weeks, in all other cases, notice of appeal must be served within six months of this notice. If this is a decision on a planning application relating to the same or substantially the same land and development as is already the subject of an enforcement notice, if you want to appeal against your local planning authority's decision on your application, then you must do so within 28 days of the date of this notice. If an enforcement notice is served relating to the same or substantially the same land and development as in your application and if you want to appeal against your local planning authority's decision on your application, then you must do so within: 28 days of the date of service of the enforcement notice, or within six months of the date of this notice, whichever period expires earlier.
Appeals must be made on a form which is obtainable from The Planning Inspectorate, Temple Quay House, 2 The Square, Temple Quay, Bristol, BS1 6PN or online at https://www.gov.uk/appeal-householder-planning-decision.

The Secretary of State has power to allow a longer period for the giving of a notice of appeal but he/she will not normally be prepared to exercise this power unless there are special circumstances which excuse the delay in giving notice of appeal. The Secretary of State is not required to entertain an appeal if it appears to him/her that permission for the proposed development could not have been granted by the Local Planning Authority, or could not have been so granted otherwise than subject to the conditions imposed by it, having regard to the statutory requirements*, to the provisions of the Development Order, and to any directions given under the Order. The Secretary of State does not in practise refuse to entertain appeals solely because the decision of the Local Planning Authority was based on a direction given by him/her.

2. If permission or consent to develop land or carry out works is refused or granted subject to conditions, whether by the Local Planning Authority or by the Secretary of State and the owner of the land claims that the land has become incapable of reasonable beneficial use by the carrying out of any development or works which has been or would be permitted they may serve on the Council of the district in which the land is situated, a purchase notice requiring the Council to purchase his interest in the land in accordance with the provisions of Section 137 of the Town and Country Planning Act 1990 or Section 32 Planning (Listed Buildings and Conservation Areas) Act 1990.
*The statutory requirements are those set out in Section 79(6) of the Town and Country Planning Act 1990, namely Sections 70 and 72(1) of the Act.

TATTINGSTONE
Parish Council

Tattingstone Parish Council
Windmill Lodge, Mill Road
Buxhall, Stowmarket
IP14 3DS
07713 864505
clerk@tattingstoneparishcouncil.gov.uk
www.tattingstoneparishcouncil.co.uk

CIL SPENDING REVIEW – September 2026 for the year ending 31 March 2027

Neighbourhood CIL is governed by the CIL Regulations and the rate at which it is paid is set out in national legislation. For those Parish Councils with a made Neighbourhood Plan it is 25% (with no CAP0 and for Parishes where there is no made Neighbourhood Plan it is 15% subject to a cap which is set out nationally (in legislation). *The cap is worked out at £100 index linked per occupied property within the parish. The cap rate is set for the year and changes on the 1st January each year.*

1. CIL Resources available

CIL funding currently stands at:

Financial Year	Income	Expenditure	CIL running Total	Timescales
2021-22	£7,485.48		£7485.48	06.10.26
2022-23	£10,838.85		£18,324.33	07.04.27
2023-24		£263.99	£18,060.34	
		£887.95	£17,172.39	
		£1,245.00	£15,927.39	
		£49.83	£15,877.56	
2024-25	£13,817.81	£6,507.25	£23,188.12	Apr & Oct 2029
2025-26	£0.00	£0.00		
2026-27	£0.00	£569.14		
	Committed	£4,877-6,623.55	£17,741.98-15,995.43	Balance after committed funds
Totals	**£32,142.14**	**£14,171.88-15,918.43**		

2. Projects completed as bids against the Neighbourhood CIL Pot

The following projects having been previously approved as valid projects for the Neighbourhood CIL pot are now completed with monies being fully paid out

Project	Budget	Predicted Cost	Sources of External Funding	Neighbourhood CIL (Parish) Funding	Start date	Current Position

3. Projects identified as potential bids against the Neighbourhood CIL Pot

The following projects have been identified was valid bids against the Neighbourhood CIL Pot, have approval and are awaiting completion with monies being fully allocated and therefore committed:

Project	Budget	Predicted Cost	Sources of External Funding	Neighbourhood CIL (Parish) Funding	Start date	Current Position
Play area updates	None allocated	£18,000	Neighbourhood CIL (BDC)	£4577-6,323.55	Once BDC CIL Funding approved	Funding request to BDC CIL underway
Printing 'Welcome to Tattingstone' leaflets	None allocated	£300	N/A	£300		Waiting for confirmation of cost

4. The following projects may be identified or submitted as potential discussion bids and will provide the basis for infrastructure spending as developments come online

Items highlighted in GRAY will be identified on an "as and when demand" as the parish continues to grow

Project	Budget	Predicted Cost	Sources of External Funding	Neighbourhood CIL (Parish) Funding	Additional consultation required	Further information
New Grit Bins	On as an when basis			Neighbourhood CIL (Parish)		
New Waste Bins	On as and when basis			Neighbourhood CIL (Parish		
New Parish Benches	On as and when basis			Neighbourhood CIL (Parish)		

SHOTLEY PENINSULA
Parish Council Alliance

Administrative contact: clerk@holbrookparishcouncil.gov.uk
Telephone No: 07853007280

Notes of the Meeting held at Holbrook Village Hall, between members of Shotley Peninsula Parish Council Alliance and personnel from Babergh and MidSuffolk District Council on Tuesday 22nd September 2026 at 2.00 p.m**.** and attended by a Customer Liaison officer from SCC Highways Department.

Present:
Babergh DC:
Robert Hobbs, Corporate Manager of Strategic Planning BMSDC (RH)
Phil Isbell, Chief Planning Officer, Babergh & MidSuffolk DC (PI)
Laura Butters, Community Grants and Development Manager (LB)
Dee O'Rourke, Director of Place (DO)

Peninsular Alliance:
John Ambrose, Chair Holbrook Parish Council (JA)
Rachel Belcher-Nairn, Clerk Tattingstone Parish Council (RB-N)
Rosemary Gravell, Chelmondiston Parish Council (RG)
Jo Hazlewood, Clerk Holbrook Parish Council & Freston Parish Council (JH)
Mike Hems, Chair Stutton Parish Council (MH)
Simon Pearce, Woolverstone Parish Council (SP)
Sue Scott, Chair, Wherstead Parish Council (SS)
Geoff Mayhew, Harkstead Parish Council (GM)

SCC Highways (from 2.30)
Josh White (JW)

Apologies from: Arthur Charvonia CEO Babergh & Mid-Suffolk DC (AC), Robin Coates Wherstead Parish Council (RC), Russell Ross- Smith Chair Freston PC (RR-S), Matthew March Chair Woolverstone PC (MM)

1. **Welcome and Introductions**: JA welcomed everyone to the meeting.

2. Action points from meeting held on 12th March::
(a) Flooding on The Strand To pursue ongoing flooding issues on The Strand with the County Councillor and relevant portfolio holder. ***Ongoing***.

(b) County Transport Strategy A summary of the County Transport Strategy was to be circulated to members by Robert Hobbs. RH confirmed that the Strategy has been circulated and is also available on the website.

(c) Safety, Disruption and Congestion – Jimmy's Farm Events AC had offered to follow up concerns regarding safety, disruption and congestion caused by special events at Jimmy's Farm. Babergh members agreed to check progress. SS reported that congestion remains an ongoing issue at the site.

(d) Peninsula or Area Policies in the Joint Local Plan A query was raised regarding whether Peninsula or Area Policies could be incorporated into the Joint Local Plan. RH advised that he is currently scoping what may be included but emphasised that any policies would need to be supported by robust evidence.

3. Update on the Call for Sites and Joint Local Plan (JLP) RH reported that the regulations published in March were based on the existing district geographies at that time. With Local Government Reorganisation now withdrawn, Babergh and Mid Suffolk will proceed with a single BMSDC Local Plan. Evidence for the plan is being shared across Suffolk.

The Call for Sites consultation received 1,146 responses. JA said that Holbrook Parish Council had not found the consultation particularly user-friendly but had nevertheless submitted a Council response.

RH explained that the team is now reviewing the scale and types of housing required, with planning up to 2045. A draft Local Plan is expected in 2027, followed by public consultation, with the aim of producing a final plan in 2028. RH outlined three key "gateways" in the process:

1. Assessing readiness to begin plan-making
2. Testing whether the emerging plan is deliverable following consultation
3. Scoping the vision and developing locally-specific policies

JA highlighted that the main concern for villages is which sites will ultimately be allocated. MH asked whether feedback would be provided on the red/amber/green assessments of submitted sites. RH confirmed that each site will receive a detailed assessment. The final plan is expected to be approved in 2029.

RH also noted that the NPPF contains national decision-making policies which must be read alongside the Local Plan.

PI commented that the housing market is currently subdued and emphasised the need for sustainable development and supporting infrastructure.

Babergh encouraged parishes to progress their Neighbourhood Plans, noting that the updated NPPF places greater emphasis on community engagement, which should help to ensure developers engage more effectively with local communities.

4. Update on the Withdrawal of Local Government Reorganisation (LGR) and Next Steps

DO confirmed that there is currently **no LGR proposal** for Suffolk, Norfolk, Essex or Hampshire; all proposals have been withdrawn. Other areas have been paused. A new formal decision from the Secretary of State will be required, and no timetable has been announced.

District elections will proceed in May 2027. Any future LGR process would need to begin afresh and may differ from previous proposals.

JA expressed concern that local issues could be overlooked in any future unitary arrangement, reflecting earlier worries from parishes about reduced meaningful engagement in the event of there being a single unitary council.

DO confirmed that the Devolution agenda continues, with a new White Paper expected in the autumn.

5. Proposed Wind Turbine at Ipswich Docks

ABP is undertaking a consultation exercise in Ipswich and Wherstead. SS reported that dates have now been confirmed.

If the scheme progresses, a **full** Environmental Impact Assessment will be required. The majority of attendees at the recent Wherstead public meeting were opposed to the development.

6. Other Planning Matters

PI outlined forthcoming changes to the National Scheme of Delegation, intended to standardise planning functions nationally. These changes are due to come into force at the end of **October 2026**. There are two scheduled proposed by the government :

- **Schedule 1:** Applications that must be determined by planning officers in all cases.
- **Schedule 2:** Applications presumed to be officer-decided unless specific referral tests are met and senior decision-makers agree they should go to committee.

Local Area Network Committees / Shotley Peninsula Alliance of Parish Councils

It was agreed that meetings between the Alliance and Babergh should be a two-way process, with clear priorities established for all parties.

MH asked whether these meetings were useful for BMSDC and what improvements could be made. DO confirmed that Babergh found them valuable and were considering similar arrangements with other local networks.

Holbrook Neighbourhood Plan – Green Space Query

JA raised a question regarding a designated green space in Holbrook's NP, which is currently used as a tree nursery. The designation was made without consultation with the landowner, who had not been identified at the time. The owner wishes to build an eco-house set back from the road.

RH and PI advised that designated green spaces carry significant protection, and any proposal for development would be challenging.

7. Climate Emergency and Local Resilience

JA reported concerns from Holbrook PC's working group regarding SCC's "undeclared" climate emergency, and asked whether the Alliance might consider a joint approach to building local resilience.

GM noted positive engagement between local farmers, the NFU and the fire service, enabling access to farm water supplies. He emphasised the need to rethink water management, with substantial work already underway behind the scenes.

DO confirmed that Babergh's position on the climate emergency remains unchanged.

SP suggested that parishes can take small practical steps, such as replacing felled trees and creating wildlife habitats. He agreed to circulate Woolverstone's statement on the Climate & Wildlife Emergency.

PI, RH and DO left the meeting.

8. Peninsula Sports Centre

JA reported that free **pickleball sessions** are running on Saturdays from 1.00–3.30 pm. There has been no further update from Abbeycroft or the School regarding wider opening hours.

LB reported that Abbeycroft is interested in further development of the site and is working with the School.

GM noted that Holbrook Tennis Club had previously relocated due to the courts being unfit for purpose, and that there would be strong support for new courts at the Sports Centre. A padel court was also mentioned.

LB highlighted safeguarding concerns relating to access. She confirmed that padel courts would be eligible for district CIL funding, which can support new or extended facilities but not refurbishment.

SS reported that Suffolk Food Hall has plans for privately-owned padel courts.

SP asked whether funding might be available for Woolverstone FC, whose progression through the leagues requires upgraded facilities.

9. Highways Issues

JW introduced himself as part of SCC Highways' Customer Liaison Team and outlined his role.

SP expressed thanks for Highways' support and for the County Councillors' assistance in progressing the proposed 40 mph limit between Woolverstone and Chelmondiston, funded by the previous councillor's highways budget.

JW noted that SCC now has a more generous policy on 20 mph limits in villages. Crash data remains key to any change, though anecdotal evidence and speed survey data will also be considered.

Stutton's recent road safety review used evidence from Community SpeedWatch and speed signs. MH reported that their own survey identified several simple issues, such as poor visibility of signs and overgrown hedges. JW had attended site meetings and provided excellent support. Additional funding is still being sought to implement solutions.

RG asked who is responsible for maintaining signs. JW confirmed:

- Highways replace damaged warning signs.
- Name signs and repeater signs may not be replaced.
- Highways do **not** clean signs; this can be done by Community Self Help Groups

Councils should report defects via the reporting tool and may contact JW for support.

GM asked whether the Alliance could promote a 40 mph limit across the peninsula. JW advised that this would not meet national policy and would require a change in national law.

Road Closures

Road closures are managed by the Network Assurance Team. Concerns were raised about inaccurate signage and unsuitable country lanes being used instead of designated diversions. JW confirmed that diversions must be signed on roads of equivalent status, although it was noted that New Lane between Woolverstone and Holbrook was recently used for a bus diversion.

Road Safety – Freston Hill / Freston Crossroads

There is a significant increase in traffic. SP said that planning permission for Admirals Quarter in Holbrook was granted on the basis that improvements would follow once all the houses were built in Shotley, but it appears that no action will be taken until a further 100+ houses are built.

SS raised an issue in Wherstead affecting children walking to school. JW suggested white lines may help.

10. Anglian Water

MH reported that Stutton has experienced four mains bursts in five years, largely due to old asbestos pipes. Replacement is local policy, but no date has been provided. Recent road closures were chaotic, though parishes now have a named Anglian Water contact for such incidents.

A planned road closure at RHS is scheduled from 28 September to end of November. Councils expressed disappointment at the lack of consultation and customer service from Anglian Water.

There is currently no replacement bus service between Stutton and Holbrook, affecting school children and residents travelling to Ipswich or Manningtree. JW suggested contacting Simon Barnett (Passenger Transport Team) for advice.

11. Next Meeting: date to be scheduled in January 2027

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PLACES4PEOPLE
PLANNING CONSULTANCY

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September 2026

Tattingstone Parish Council
Neighbourhood Plan Review Fee Proposal

Places4People Planning Consultancy is pleased to submit a Fee Proposal for supporting Tattingstone Parish Council in reviewing the recently adopted Neighbourhood Plan to specifically include site allocations.

The suggested process is as follows:

1. Independent assessment of suitability of sites
2. Agreement of indicative housing requirement for Tattingstone for the period to 2045
3. Identification of a suitable site or sites to meet that requirement, including community engagement.
4. Optional site masterplanning for the selected site or sites, to identify how the site should be developed to reflect then local character and constraints of the area.
5. Likely Strategic Environmental Assessment and Habitats Regulations Assessment of the Plan.
6. Revision of Made Plan to take account of recently published National Planning Policy Framework (August 2026) and status of emerging Joint Local Plan.
7. Public Consultation
8. Submission of Revised Plan to Babergh DC and examination support

1. Independent Assessment of Sites

Babergh District Council have received three site submissions in the Parish for housing development. They will carry out an assessment of the suitability of those sites and we understand that this is to be published in the coming months. We will prepare a locally based assessment to take into account local factors, such as landscape impacts and routes to services and facilities. The Assessment will be using a "RAG" rating (red/amber/green) to assess potential suitability.

ITEM	HOURS	RATE	FEE
Sites assessment, including site visit, research and report preparation	10	£60.00	£600.00
			£600.00

2. Indicative Housing Requirement

In the absence of a robust indicative housing requirement, based on a spatial strategy for the district, we will seek to agree an indicative requirement with Babergh DC and in accordance with Policy HO2 (5) of the 2026 NPPF.

ITEM	HOURS	RATE	FEE
Research and calculation	3	£60.00	£180.00
			£180.00

3. Community engagement to identify preferred site or sites

We recommend carrying out a consultation to identify the preferred site or sites to be included in the new Plan based on the outcomes of the Site Assessment exercise and having regard to the indicative housing requirements.

We will prepare a consultation leaflet to explain the indicative housing requirement and illustrate the site options and the pros and cons of each site arising from the Site Assessment report.

We will prepare display boards for a community drop-in event where residents can find out more about the process and view the site assessment. It will also provide the opportunity to feedback the results of the household survey.

We will host an online survey for feedback on the consultation and site preferences.

Output: We will produce an outcomes report to inform the Parish Council's decision on which site or sites to allocate in the revised Neighbourhood Plan.

ITEM	HOURS	RATE	FEE
Community engagement material preparation	10	£60.00	£600.00
Printing 300 copies of 4 page leaflet and 10 x A1 display boards			£250.00
			£850.00

4. Site Masterplanning – (optional)

Additionally, as a further option, we can offer the services of an associate urban designer that could prepare a site masterplan for the allocated site or sites to identify how it should be developed. The agreed site masterplans would be included in the draft Neighbourhood Plan and referenced in the allocation policy.

ITEM	HOURS	RATE	FEE
Optional Site masterplanning	10	£60.00	**c £600.00***

* subject to confirmation of complexity and input required by our urban designer

5. Preparation of Neighbourhood Plan Review document

We will liaise with the Parish Council to agree necessary changes to the previously made Plan and will prepare the new version in accordance with timescales to be agreed. We will prepare all mapping and ensure that the planning policies meet government guidance in terms of clarity and certainty of purpose.

We will carry out any amendments required by the Parish Council and any Working Group ahead of submitting the draft Plan to the Parish Council for approval to carry out consultation. We would attend two meetings.

ITEM	HOURS	RATE	FEE
Writing revised Neighbourhood Plan and attending meetings	28	£60.00	**£1,680.00**

6. Strategic Environmental Assessment

The allocation of a site for housing is likely to trigger the requirements to carry out a full Strategic Environmental Assessment and possibly a Habitats Regulations Assessment. These would previously have been carried out by consultants as part of the government grant scheme at no cost to the Parish Council.

While the District Council is expected to "screen" the Plan to determine the requirements for SEA/HRA, it will be the responsibility of the Parish Council to carry out the full assessments. Our Hampshire based associate will carry out this work as a means of assuring separate scrutiny. The draft Plan will be screened ahead of the public consultation stage, and the full Assessments will also be carried out ahead of the neighbourhood plan public consultation stage. They can then be subject to consultation at the same time as the draft Plan.

ITEM	HOURS	RATE	FEE
Strategic Environmental Assessment			**£8,500**
Possible Habitats Regulations Assessment			**£6,400**

8. Statutory Public Consultation

Ther revised Plan needs to follow the same stages as previously followed with the 'made' Plan. We will provide guidance and support to take the draft revised Plan through the statutory "pre-submission" consultation stage. This support will include:

- Preparation of published revised Plan, including photos, and arranging a limited print-run of 10 copies.
- Providing an online version for the Parish Council website.
- Ensuring all required evidence documents are available and on the website.

- Preparing a Plan summary consultation leaflet, including desk-top publishing and printing, for distribution to all homes and businesses in the parish.
- Liaising with the Parish Clerk to ensure that all statutory bodies that must be consulted receive notification of the consultation, how they can comment and the closing date for receiving comments.
- Preparation of a comments form for those that cannot comment online and hosting an online comments form.
- Preparation of display material for the consultation launch event and printing. Loaning display boards.

ITEM	HOURS	RATE	FEE
Preparation of published Plan and consultation material & managing consultation	28	£60.00	£1,680.00
Printing consultation leaflet 8 pages			£150.00
Drop-in event display printing (20 x A1 prints			£110.00
Printing limited run of Plans (10)			£75.00
			£2,015.00

9. Review of comments and submission of Plan to District Council and examination support

Places4People will manage the consideration of comments and the preparation of documentation required for the formal submission of the Plan to the District Council. We will prepare the Consultation Statement and the Basic Conditions Statement. We will also advise on any necessary further modifications to the Draft Plan as a result of comments received during the consultation as well as amendments required to bring the Plan up-to-date.

We will provide advice and guidance during the examination of the Plan, including the preparation of responses to any Examiner Questions and undertaking the "fact-check" on the draft Examiner's Report. We will also prepare modifications to the Plan resulting from the Examination ready for the Referendum. We have allowed a nominal number of hours for this element.

ITEM	HOURS	RATE	FEE
Review of comments received and suggest amendments Amend Plan and prepare submission documents Examination and Referendum support	25	£60.00	**£1,500.00**

Totals	FEE
Professional support	£6,740.00
SEA/HRA	£14,900.00
Printing	£585.00
	£22,225.00

All fees exclusive of VAT

Terms and Conditions of Appointment

Definitions: Places4People Ltd shall be referred to as the Planning Consultant. Tattingstone Parish Council, shall be referred to as the Client.

1. General Conditions

1.1 All engagements accepted by Places4People Ltd are subject to the following terms of engagement except where changes are expressly agreed in writing.

1.2 We will observe the byelaws, regulations and ethical guidelines of the Royal Town Planning Institute and accept instructions to act for you on the basis that we will in accordance with those guidelines. Copies of the RTPIs Code of Professional Conduct are available from the RTPIs website www.rtpi.org.uk

1.3 Every care will be taken when carrying out client instructions. No responsibility is accepted for errors or matters beyond our reasonable control.

1.4 The Client is required to provide the Planning Consultant with such information and make such decisions as are necessary for the proper performance of the agreed service. The requirement and reasons for such timely action shall be explained to the Client by the Planning Consultant so that the implications of delay are clearly understood by both parties.

1.5 Copyright in all documents prepared by the Planning Consultant shall, unless otherwise agreed, remain the property of the Planning Consultant.

1.6 The Client will be entitled to use documents in executing the project for which they were prepared by the Planning Consultant provided that: (a) all fees due to the Planning Consultant have been paid in full, and (b) the entitlement relates only to that neighbourhood plan for which the document was prepared.

1.7 The agreement between the Client and Planning Consultant is deemed to allow for minor revisions due to changing circumstances. In long term commissions, such changes will probably be due to unforeseen factors or matters beyond the control of the Planning Consultant at the date of appointment.

1.8 The Client may suspend the Planning Consultant's appointment in whole or in part without notice but subject to suspension being given in writing.

1.9 The Planning Consultant will give immediate notice in writing, to the client of any situation arising from force majeure which makes it impractical to carry out any of the agreed services, and to agree with the client a suitable course of action.

1.10 Following the notice in accordance with clause 1.9, if no instruction has been received within 4 months, the Planning Consultant shall make a written request for instructions. If no instruction is received within 30 days, the appointment will be treated as terminated.

1.11 Termination: The Planning Consultant's appointment may be terminated by either party in accordance with clause 1.8 and 1.9.

1.12 If death or incapacity stops the Planning Consultant from carrying out the agreed duties under the appointment, it shall be terminated. As soon as all outstanding fees have been submitted or paid, the Client will be entitled to use all data prepared on the project subject to the provisions in respect of copyright in accordance with clauses 9 and 10.

1.13 If the Planning Consultant's appointment is terminated, the Planning Consultant reserves the right to charge the Client for any work completed or underway at the time of termination.

2. Fees

2.1 Our fees set out in this proposal are calculated on the basis of the time spent on your affairs by our staff, and on the level of skill and responsibility involved.

2.2 The following costs have been allowed for in the proposal;

- sub-contractor fees
- photocopying and the printing of plans
- photography
- Ordnance Survey maps
- publications (local plans/development plan documents)
- faxes and telephone calls
- pre-application fees charged by a local authority
- postal and delivery charges
- mileage and other travel expenses reasonably incurred.

2.3 If it is necessary to carry out additional work outside of the agreed brief then this work will involve additional fees. We will provide an estimate of such fees before commencing additional work.

2.4 Any delay in receiving information, changes in Clients instruction or any matter outside our control which leads to additional work may result in an additional fee.

2.5 Invoices will be submitted as each commissioned stage is completed or at the conclusion of 12 weeks from the phase of the project commencing, and must be paid in full within 28 days of the date of each invoice. Should there be any additional information required in relation to invoices or, should there be any dispute over the amount or other details then this should be notified to the Planning Consultant within 7 days of receipt of the invoice, otherwise the invoice will be deemed acceptable for payment.

2.6 We reserve the right to charge interest on any amounts owing at 5% above Santander Bank base rate. We reserve the right to suspend work on projects where accounts are outstanding after 42 days, other than by prior agreement. The Planning Consultant may exercise the Statutory Right to interest under the Late Payment of Commercial Debts (Interest) Act 1998 if not paid according to agreed credit terms.

3. Limitation of liability

3.1 We will endeavour to provide professional services with reasonable care and skill. However, we will not be held responsible for any losses arising from the supply by you or others of incorrect of incomplete information, or a failure of you or others to supply any appropriate information or your failure to act on our advice or respond promptly to communications from us or relevant authorities. The advice, appraisal and recommendations supplied by Places4People are made on the basis that the company does not guarantee that the neighbourhood plan concerned passes independent examination and, ultimately, the local referendum.

4. Law

4.1 This contract is subject to England and Wales law

5. Complaints

5.1 Any concerns over the level of service received should be dealt with in the first instance by the principle of the practice, Ian Poole.

5.2 Should the Client and the Planning Consultant dispute any matter arising from an appointment under this document they are free by agreement to invite a third party to act as mediator to effect mediation and settlement before exercising their rights to other means of resolving the dispute. This third party should be well versed in the process of mediation.

5.3 Any difference or dispute arising out of any appointment under this document which cannot be resolved in accordance with either clause 5.1 or 5.2 shall be referred to arbitration by a person to be agreed between the parties, or, failing agreement within 21 days after either party has given to the other a written request to concur in the appointment of an arbitrator, a person to be appointed at the request of either party by the President or Vice President for the time being of the Chartered Institute of Arbitrators.

All clauses in this document shall be deemed to apply to the appointment unless specifically agreed otherwise in writing. This document is based on the Royal Town Planning Institute's Example Standard Terms for the employment of a Planning Consultant