TATTINGSTONE
Parish Council

**MINUTES of the PARISH COUNCIL MEETING** held on Monday 06 July 2026 commencing at 7.30pm held at Tattingstone Village Hall.

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

**PRESENT:** Cllr D Clarke, Cllr S Gipps, S Page (Chair) and Cllr B Plumbly.

**01 OPENING**

Cllr Page declared the meeting open at 7.31pm 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 Cllrs R Abbott, J Lee, A Mendel, District Councillor Potter and County Councillor Armstrong.

**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 – Cllr S Gipps declared a financial interest in Item 9a and will leave the room during discussion.

(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 1st June 2026 –

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

**05. REPORTS FOR INFORMATION**

(a) Written report submitted but format unreadable. New copy requested.

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

**06. CLERK'S REPORT**

(a) Actions were noted.

(b) To note correspondence received.
1) BMSDC Briefing
For Information Only
2) SALC Traveller Guidance Link
Councillors resolved to implement policy after adaptation to Tattingstone format.
3) SALC News Bulletin
FIO (note Box 11 clarification)

4) Notification of price increase – Play Inspection
FIO
5) SALC Code of Conduct factsheet (inc. links)
FIO
6) SALC HR Bulletin – Sexual Harassment
FIO
7) NSIP Update (spreadsheet available)
FIO
8) National Landscape funding
FIO
9) SALC News Bulletin
FIO (note mineral & waste Call for Sites)
10) SALC HR Bulletin – Health
FIO
11) Notice of campaign against rural development
FIO
12) SALC News Bulletin
FIO (note changes to Declaration of Interest)
13) BMSDC Briefing
FIO

(c) - Internal audit ran 1 week late but is now complete (see paper). –

- The bench is awaiting installation.

**07. 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 9a.

(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.

**08. FINANCE REPORT**

(a) To note the balance of accounts as at 30 June 2026.
The balances were as follows:
- Lloyds Lloyds Account: £7,440.05
- Lloyds Savings Account: £40,311.39

(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 Gipps proposed and Cllr Page 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 –
See Item 11

 Initial…….Date……..

(d) Councillors noted an accounting spot check was undertaken by Councillor Page, which highlighted the following query:

- Amount requested by Playing Field Committee for hedge cutting was £750 but invoice reflected a cost of £730. Clerk to follow up.

(e) Council received the Bank Reconciliation for the period ending 30.06.26.

**09. PLANNING MATTERS**

Councillor S Gipps left the meeting at 7.53pm.

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

**DC/26/02102**

Peartree, Church Road, Tattingstone, IP9 2LY

Planning Application - Erection of 1no Self-Build dwelling on land adjacent to Pear Tree Cottage

Council SUPPORT the application pending resolution with Highways of entrance/exit splay

Councillor S Gipps re-joined the meeting at 7.59pm.

(b) To note the following decision notices received:

**DC/26/01608**

5 Cragpit Cottages, Main Road, Tattingstone, IP9 2NX

Application for Listed Building Consent. Replacement of 2 no. wooden windows with new softwood windows to match.

Consent has been GRANTED (subject to conditions, see paper)

**10. STATUTORY & GOVERNANCE**

(a) Councillors resolved to adopt the Annual Internal Audit Report for the year ending 31st March 2026 as produced by the Council's appointed Internal Auditor, noting the following recommendations:

i. To ensure transparency in the budgetary process Council should evidence, by recording within the minutes, the budget being set alongside the reasoning for such a budget.

ii. The Council should ensure that both the annual budget and precept are formally approved and clearly recorded within the meeting minutes. In accordance with proper practices, as set out in the NALC Model Financial Regulations, the Council is required to prepare and approve a budget and determine its council tax requirement prior to setting the precept. The approved budget, precept amount, and the Council's resolution to approve them should be evidenced within the minutes to provide a clear and transparent audit trail demonstrating that the decision has been properly considered and authorised.

iii. Pension re-declaration is required every three years, with the re-declaration due to have taken place April 2026. If not already completed council should ensure this is done at its earliest opportunity.

iv. That an Accessibility Statement be published to specify that it meets the legal requirements, alongside a review date. The Government digital accessibility webpage provides detailed guidance.

(b) The Finance Regulations for Tattingstone Parish Council were re-adopted.

(c) The following policies were all re-adopted with no changes: Data Protection and Information Management Policy, Complaints Policy, Co-Option Policy, General Reserves Policy, Grant Awarding Policy, Health and Safety Policy, IT Policy, Online Banking Policy, Social Media Policy, Sexual & General Harassment Policy, Staff Appraisal Policy, Vexatious Correspondence Policy

(d) Councillors resolved to adopt the following statutory documents: Internal Control Policy & Risk Register

(e) Councillors resolved to implement an Unauthorised Encampment Policy, with the example paper adopted to Tattingstone's format.

**11. PLAYING FIELD**

(a) The quote for grass cutting costs in 2026 as noted, at £1764.

(b) Councillors approved the request for grass cutting costs, with a request further clarification of amounts paid for 2025 and improved financial controls for 2027.

(c) Councillors noted the cost of tree surgery for 2025/26 at £750 and resolved to budget for it in 2027/28 as on ongoing cost. The cost for any hedge cutting before that will be assigned as village maintenance.

(d) To decide any further action on playground tree planting – Cllr Page will take the idea back to the Playing Field Committee.

**12. BMSDC LOCAL PLAN**

(a) Councillors noted the scoping consultation on Babergh & Mid Suffolk's Joint Local plan is open for response from the 5 June to the 31 July 2026

(b) The Clerk is to complete the survey using Tattingstone's Neighbourhood Plan to formulate responses.

**13. VILLAGE MATTERS**

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

The fete held on the 27th June was very successful and a donation from the proceeds will be made to the school. A proposal for a solution to a boundary issue is to be brought to the PC in September. Clerk to follow up field registration to determine boundary line. Plans are in place for Phase 2 of play area upgrades. The PFC is aware of the deadline for CIL funding via the Parish Council.

(b) None.

**14. CONFIDENTIAL ITEM**

Councillors noted the Clerk's appraisal had been carried out and resolved to reduce the Clerk's weekly Hours as a result of a reduction in training time. To be reviewed if requirements change.

**15. DATES OF FORTHCOMING MEETINGS**

(a) Parish Council meeting – Monday 07 September 2026, 7.30pm

**The meeting closed at 8.42 pm.**

SIGNED…………………………………DATED…………………… TATTINGSTONE Parish Council

**ACTIONS**

| MONTH | MINUTE NO. | ACTION | WHO |
|---|---|---|---|
| July | 6b.2/10e | Adapt & implement Unauthorised Encampment Policy | RBN |
| July | 8d | Query hedge cutting amount with PFC | RBN |
| July | 9a | Log PC support for DC/26/02102 | RBN |
| July | 10a | Implement recommendations | RBN |
| July | 10b | Re-adopt Financial Regulations | RBN |
| July | 10c | Re-adopt all policies | RBN |
| July | 10d | Adopt Internal Control and Risk Register | RBN |
| July | 11b | Clarify grass cutting invoices with PFC | RBN |
| July | 11d | Discuss tree planting with PFC | SP |
| July | 12b | Respond to Scoping Consultation | RBN |

**APPENDIX A – List of common abbreviations used.**

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

**District Councillor's Report for September**

The planning committee meets again on the 2nd of September to discuss and ultimately determine 3 locations of interest in Gt Cornard, the old council offices in Hadleigh and a farmhouse in Hitcham for decision making, also included is training provided for the latest update to the NPPF which will follow that meeting.

There was an update provided on the government's Unitary Authorities which ultimately come into effect in 2028 there was a time table provided, there has already been the structural changes this Summer to prepare for, this autumn will see this established into law with elections in May 2027 for the new authorities, this will then from June 2027 to March 2028 provide the transition and integration phase with April 2028 being Vesting day whereupon new Unitary Authorities will assume full legal powers and operations.

That is at least what is meant to happen in theory, all different councils across the country will have to prepare and adopt the above powers into full law and Govt may well have to provide assistance to reorganise this legislation so that it can be fully adopted by 2028.

This transition period for June 2027 to March 2028 will be the most major change adopting budgets that have to be agreed to, setting up new systems of governance, ensuring the new services are smoothly transferred over and finally how the new councils will operate from April 2028.

Until then normal services will continue to be provided with transition work continuing in the background.

Last month I attended a public meeting in Wherstead regarding APB Ferries proposals to build a Wind Turbine standing at 150 metres, on their land which is roughly 3 times the height of the Orwell Bridge.

This is at the moment only in pre planning stage and has yet to be produced as an application, but it's important that residents both nearby Piper's Vale and Gainsborough in Ipswich as well as Whersted, Freston, Woolverstone and Chelmondiston which will see the structure best are informed now as much as possible and have the opportunity to express their own view. As District Councillor I will continue to give as much background and information to Parishes as possible.

The local media and the MP for South Suffolk is already aware, I've yet to be asked by the local press my own thoughts, but they are to reflect what residents themselves think of the proposals and that is my major consideration above all else as District Councillor for the ward.

I was pleased to see that The Oyster Reach has now been saved, thanks to a restructuring agreement made by the owners going forward, I was asked my own views on this which obviously were positive and about the hospitality industry as a whole, which has been suffering, VAT rates are difficult to afford and that is challenging, there is a great deal needed to assist chains in trouble by local and national government, I also think Pubs need the flexibility to be able to think outside the box when it comes to putting on events that can help to fundraise for the future, as well as to recognise the importance they represent to their communities now more than ever.

Babergh and Mid Suffolk were given a Silver award for commitment to the Armed Forces community including reservists, cadets, veterans adult volunteers and their own families so it is a valuable recognition for this work.

This was awarded by the Defence Employer Recognition Scheme and follows the commitment last year in 2025 to re-sign to the Armed Forces Covenent ensuring that no member of the armed forces community is treated unfairly and given the platform as a direct result of their service to achieve what they want from it.

There have been repeated objections to the Norwich to Tilbury Pylons scheme by Babergh and Mid Suffolk towards National Grids Plans, the scheme is recommended to be halted because of the devasting impact this would have on owners of land, homes, businesses, the local environment, heritage, landscape and the residential communities that would reside on the line, although 21km is reserved for underground cabling in the Dedham Vale district the vast majority of overground line is too much to ignore and both councils in Babergh and Mid Suffolk have cited their objections to National Grid.

The Big Conversation on Adult Social Care was addressed by both leaders of Suffolk councils of Babergh and Mid, the current system is broken and needs change, this will not be easy without investment and how that should be paid for, there is an online platform on the Casey Commision Website which is garnering views both of the public and of councils led by Baroness Louise Casey.

Finally Suffolk residents can have the opportunity to replace their existing heating systems with new heat pumps via Suffolk's public sector organisations for Oil, Gas or LPG boilers with a heat pump covering £7,500 to £9,000 of government grant money dependent on which heating fuel is used, with group buying savings made on the installation of these.

For more information on this offer, visit the Babergh and Mid Suffolk website under news and events.

**Cllr Daniel Potter**

**District Councillor for Orwell**

**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 07 September 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<br>*Ongoing (awaiting meeting date)* | SP |
| Mar | 15c.3 | Report to Alton Water User Group<br>*Ongoing (awaiting meeting date)* | SP |
| June | 6b | Raise motorised surfboard at AW meeting<br>*Ongoing (awaiting meeting date)* | SP |
| | | | |
| June | 6c | Meet Babergh to discuss tree placement (if PFC agree)<br>*See agenda* | RBN |
| May<br>June | 8c.2<br>6a | Re-quote hedge work<br>*See agenda* | RBN |
| | | | |
| July | 6b.2/10e | Adapt & implement Unauthorised Encampment Policy<br>*Complete* | RBN |
| July | 8d | Query hedge cutting amount with PFC | RBN |
| July | 9a | Log PC support for DC/26/02102<br>*Completed* | RBN |
| July | 10a | Implement recommendations<br>i. *Complete – budget listed for 2026/27*<br>ii. *Complete - budget & precept listed for 2026/27*<br>iii. *Complete – declaration completed*<br>iv. *Complete – accessibility statement updated by web provider* | RBN |
| July | 10b | Re-adopt Financial Regulations<br>*Completed* | RBN |
| July | 10c | Re-adopt all policies<br>*Ongoing* | RBN |
| July | 10d | Adopt Internal Control and Risk Register<br>*Complete* | RBN |
| July | 11b | Clarify grass cutting invoices with PFC<br>*Complete – invoices not due until early 2027* | RBN |
| July | 11d | Discuss tree planting with PFC<br>*Ongoing* | SP |
| July | 12b | Respond to Scoping Consultation<br>*Completed* | 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**

- 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**

Completed:

- SLCC - Powers & Duties
- SALC with Dorchester TC - Managing Conflict
- Scribe - Accounting Basics for Local Clerks
- SLCC - Social media
- SLCC - Toxic Situations
- Scribe – Reports
- Scribe - Reading planning applications

Upcoming:

- SALC – Code of Conduct
- SALC – Preparing for Audit
- Effective responses to planning applications (SPS)
- SLCC – Digital AGAR
- SLCC – Heritage in Planning
- SLCC – Commenting on Planning Applications

CORRESPONDENCE SEPTEMBER 2026

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
   Please let me know if you would like the minutes and/or to attend a 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
    To decide individual attendance through link
15) SALC HR Bulletin
    FIO (file saved)

**1.**

Dear Sir/Madam,

I recently visited the paupers' burial ground associated with the former Tattingstone Workhouse after tracing my family history. Through my research, I discovered that one of my ancestors, Samuel Rivers (1813–1884), died as an inmate of Tattingstone Workhouse and is believed to have been buried in the paupers' burial ground in 1884.

While visiting the site, I was saddened to find that there appears to be no memorial, plaque or marker acknowledging those who were laid to rest there. It is my understanding that many hundreds of former inmates may have been buried within this small plot of land, yet today there is little to recognise their lives or preserve their memory.

I also understand that the land is now privately owned. If that is correct, I wondered whether you might be able to advise me who the current owner is, or point me in the right direction so that I may contact them.

I would be more than willing to raise the funds necessary to erect a simple and respectful memorial or plaque to commemorate all those buried there. I believe it would be a fitting tribute to those who spent their final days in the workhouse and whose resting place has, in many ways, become forgotten over time.

I would be very grateful for any information or guidance you are able to provide.

Yours faithfully,

2.

# Weekly news e-bulletin

***week commencing 20th July 2026***

## New! Locum Support Service Register Now Available

Need temporary council support? Our newly expanded Locum Support Service Register gives councils quick access to experienced professionals for short-term and interim support.

Whether you're covering a clerk vacancy, staff absence or increased workload, councils can search for and appoint experienced **Locum Clerks, Minutes Takers**, and **Administration/Finance Support** professionals through a simple, council-led process. You remain in control throughout, selecting the candidate who best meets your needs and managing the appointment directly.

The register helps councils maintain business continuity, fill temporary vacancies quickly, and access skilled local government professionals when they are needed most.

For more information, to view available locums, and to submit an enquiry, visit our dedicated webpage: **Locum Register**

## PKF Littlejohn Satisfaction Survey for Smaller Authorities

As the appointed external auditors to smaller authorities within Suffolk, PKF Littlejohn are continually looking at ways to improve the quality of their work and the service they provide. A key part of this is gathering feedback from the smaller authorities that they are appointed to through our satisfaction surveys. This year, one of their priorities is to increase the response rate to these surveys so that they can better understand what is working well and where they can make improvements.

Click here to complete the survey.

## NALC Star Council Awards 2026/27: Nominations are now open!

SALC is pleased to announce that it will be supporting the National Association of Local Councils (NALC) Star Council Awards this year to celebrate the hard work and dedication of the parish and town council sector. The awards are the only awards programme in England specifically designed to acknowledge the impact and contribution of parish and town councils. The awards are open to parish and town councils, councillors, county associations and clerks across England. The nomination period ends on **25 September 2026**, and we will announce the winners at our Parliamentary Reception in the House of Lords on **23 February 2027**.

Click here to find out more.

## Keep your health in check: Sign up for a free NHS Health Check

Did you know you could be at risk of serious health problems without even knowing it? If you're aged 40 to 74, a free NHS Health Check could tell you.

The NHS Health Check is a simple, free check-up designed to spot early signs of heart disease, stroke, diabetes, kidney disease and dementia. It takes just 20 minutes and could make all the difference to your long-term health.

**What happens?**

The check includes measuring your height, weight and waist, taking your blood pressure, and a cholesterol test. You'll also be asked about your lifestyle and family history. Staff will then tell you how you can keep fit and well, and whether you need any treatment or medicine.

**How to get checked?**

If you're eligible, you'll receive an invitation text from NHS No Reply. Don't ignore it: it's genuine. You can book at your local GP surgery or request an appointment through the Suffolk GP Federation at **suffolkfed.org.uk/healthcare-services/nhs-health-checks/**.

**For organisations and workplaces**

You can arrange for a health professional to offer NHS Health Checks on-site for your eligible staff*, completely free.

**Take control of your health**

Around two in three people invited for a health check don't take up the offer. Prevention is always better than cure: book your free health check today.

***Your health matters. Don't leave it to chance.***

## PCC update: July 2026

We are pleased to share the latest update from the Police and Crime Commissioner.

Click here to find out more.

## 21st Century Parish and Town Councillor and Clerk report

A new research report published by the University of Birmingham and supported by the National Association of Local Councils (NALC), the Association of Democratic Services Officers (ASDO) and the Society of Local Council Clerks (SLCC) has set out a clear and timely call for principal authorities to strengthen their relationship with parish and town councils as England enters another period of significant local government change.

Click here to find out more.

## Healthy Suffolk - Extreme Heat message

As the temperatures continue to soar, it's important to remember the pressures this places on our farming communities

Long hours in extreme heat, concerns about crop yields, fire risks, and the fear of an unexpected storm can take a toll on both physical and mental wellbeing.

Behind every harvest is a farmer working tirelessly to keep food on our table. A simple check-in, conversation, or offer of support can make a real difference.

Mental health matters in every field, every season and every harvest. You Are Not Alone.

The YANA helpline team are there to support you:

0300 323 0400 (manned hours 10am to 2pm Monday to Friday)

**helpline@yanahelp.org**

webchat available at **www.yanahelp.org** during manned hours

## Free care home resource for parish and town councils

CareHomeGuide.uk are a free independent directory of CQC-rated care homes across England. They list every registered care home in England with CQC ratings, contact details, and care types, organised by local area. Families use it when a relative needs care, often at short notice and under pressure.

Please share their services with your residents -- particularly those with older populations or families navigating care decisions for the first time.

Click here to find out more.

## Easyfundraising - 250 free online fundraising packs available

Whatever your fundraising target is, the team at easyfundraising can help you get there. This month, they are offering 250 exclusive fundraising packs to organisations in our area.

To get your complimentary pack, register for free funding with easyfundraising (it’s free) and when prompted, schedule a call with a member of the easyfundraising team who will send you your pack and explain how easyfundraising can help your organisation with funding. But be quick – once the packs are gone, they’re gone!

easyfundraising is a free, easy, and accessible way for your network of volunteers, staff and trustees to raise funds for you. They simply shop online with their favourite retailers, including ebay, Booking.com, Tesco, Trainline, Argos, M&S, and 8,000 others via the easyfundraising website or app and the retailer they shop with sends your organisation monetary donations.

Click here to find out more.

## LAST CHANCE - Suffolk County Council - Call for sites, Minerals and Waste Plan

Suffolk County Council is commencing its Call for Sites consultation for the new Suffolk Minerals and Waste Plan.

The consultation will open on the **15th June 2026** and will run for six weeks until **23:59 27th July 2026.**

The County Council is preparing a new Minerals and Waste Plan in line with the Government’s reformed local plan-making system.  The Create or Update a Local Plan (CULP) guidance recommends we target as wide an audience as possible with a call for sites.

The Call for Sites represents an early and important stage in the plan making process. It provides an opportunity for landowners, operators, industry bodies, community organisations and other stakeholders to submit land for consideration as potential minerals extraction sites, waste management facilities and their associated infrastructure.

The Call for Sites does not determine whether a site will be allocated. All submitted sites will be subject to detailed assessment, and the overall strategy for the new Plan will be informed by technical evidence, sustainability appraisal, and feedback from later consultation stages. Submission of a site does not confirm any planning status or imply future allocation.

The County Council requests submissions through our online survey, which is available at: **https://www.smartsurvey.co.uk/s/MineralsandWaste/** A separate submission must be completed for each site, and a shape file will need to be e-mailed to **mineralsandwasteplan@suffolk.gov.uk** clearly referencing the corresponding site submitted through the online form.

Further information, including guidance notes and FAQs relating to the call for sites consultation is available on our website at: **https://www.suffolk.gov.uk/planning-waste-and-environment/suffolk-minerals-and-waste-plan/a-new-suffolk-minerals-and-waste-local-plan**

If you have any questions about the Call for Sites process, please contact the Planning Policy team at: **mineralsandwasteplan@suffolk.gov.uk**

## REMINDER - Suffolk County Council Minerals and Waste Plan - Engagement Strategy consultation

Suffolk County Council is preparing an Engagement Strategy for the new Suffolk Minerals and Waste Plan.

As part of the Government's reformed local plan making system, the County Council is required to set out how it will engage with communities, stakeholders, statutory bodies and other interested parties throughout the preparation of the new Plan.

The Engagement Strategy will outline how and when stakeholders such as statutory bodies, local authorities, community organisations, industry representatives and voluntary groups will be invited to participate in the plan making process. The document and the feedback from the consultation will help inform the Project Initiation document (PID) which is a where the plan formally sets out its Engagement.

We are inviting you to review Engagement Strategy, which is available on the Suffolk County Council website, on the New local plan page:

**https://www.suffolk.gov.uk/planning-waste-and-environment/suffolk-minerals-and-waste-plan/a-new-suffolk-minerals-and-waste-local-plan**

or available directly at **https://www.suffolk.gov.uk/asset-library/minerals-and-waste-environment-strategy.pdf**

comments can be made using the online form available on the same webpage or directly via this link:

**https://www.smartsurvey.co.uk/t/EngagementStrategy/**

The consultation will run for 6 weeks from the **22 June 2026 to the 3 August 2026.**

If you have any questions regarding the Engagement Strategy or the plan making process, please contact the Planning Policy team at: **mineralsandwasteplan@suffolk.gov.uk**

**3.**

Dear Clerk,

Council officers have been closely monitoring the dry and hot conditions in recent weeks and speaking to partners. Following an internal assessment we will be bringing forward cutting of the open spaces we manage as wildflower meadows in order to reduce fire risk during the continued hot, and dry, weather. This will now start next week (w/c 27th July) instead of late August, following essential preparations and scheduling. Not all parishes have areas managed as wildflower meadows, and therefore some will not be affected. It will take time to complete the works, so this message is to provide advance warning for affected parishes as the work progresses.

In many areas, the grass is already dried out, and therefore no longer supporting as much wildlife, so we will be clearing them early as a precaution. Priority will be given to meadows close to fences or houses, with more remote meadows left until later to retain habitat for wildlife. We believe any ecological impact will be limited, with the hot weather already having hastened the lifecycle of many species.

We have put out a news story on our website (https://www.midsuffolk.gov.uk/w/meadow-land-management-and-reducing-fire-risk-during-hot-weather and https://www.babergh.gov.uk/w/meadow-land-management-and-reducing-fire-risk-during-hot-weather ) and will be using our social media channels to communicate this to residents. We wanted to forewarn you as we think it is important that we communicate this effectively to help Town and Parish Councils and their residents understand the actions we are taking, and would be grateful for any information you can provide to your local residents (based on the link above).

If you do have any questions, please do let us know by emailing public.realm@baberghmidsuffolk.gov.uk .

**4.**

Hi Andrea,
Just thought I'd raise the issue with you as Chairman of the Parish Council. We've had another power cut at our end of the village this afternoon (White Horse end) which according to UK Power Networks is due to tree branches touching the overhead cables and scorching the leaves which could of course lead to fires.
We've just taken a wander around the roads at our end and noted a couple of cases in School Road which we reported to UK Power. But as we don't want another Dunwich Heath on our doorstep  is this something the Parish Council could raise awareness of?

I should add that UK Power say do not try to cut any branches yourself, report it and they will deal with it

Regards

**5.**

# NALC launches Neighbourhood Planning Survey

-
NALC have launched a survey for the 2,850 parish and town councils in England that are currently leading and managing neighbourhood plans.

The survey aims to build a clearer picture of the current state of neighbourhood planning across England. The survey will explore the status of existing neighbourhood plans, councils' intentions to review or update them, the challenges they face in managing neighbourhood planning, and the impact of the recent withdrawal of government funding and support.

The findings will provide vital evidence to help shape our policy work and discussions with the Ministry of Housing, Communities and Local Government (MHCLG). In particular, the results will inform our response to the government's forthcoming update to neighbourhood planning guidance and strengthen its case for ensuring parish and town councils continue to have the support they need to deliver effective neighbourhood plans for their communities. Find out more information by visiting the **NALC news item on their website.**

**Complete the survey** – survey closes 25th September 2026

**6.**

Hello All,

Just to let you know that Suffolk Highways began filling the highway grit bins in Suffolk from Mid-July onwards and plan to have all the highway grit bins filled by the beginning of October 2026 ready for the winter season.

The following Babergh parishes have had the following number of grit bins filled already:

| Parish | District | No | Date | Gang |
|---|---|---|---|---|
| Groton | Babergh | 1 | 24/07/2026 | Phoenix Gritting Crew |
| Chelmondiston | Babergh | 7 | 20/07/2026 | Phoenix Gritting Crew |
| Harkstead | Babergh | 3 | 20/07/2026 | Phoenix Gritting Crew |
| Holbrook | Babergh | 7 | 20/07/2026 | Phoenix Gritting Crew |
| Shotley | Babergh | 7 | 20/07/2026 | Phoenix Gritting Crew |

Can you make sure that all the highway grit bins in your parish are in the approved locations and that they are free from litter, water etc so are gangs are able to refill them as they go round the various parishes. All approved highway grit bins with their approved locations are recorded and plotted on our system. Our Gangs will be recording when they fill the highway grit bins (using tablets) as they go round as well record their condition (i.e., whether they are damaged, filled with water or litter/debris etc) or whether they are missing at the time of filling.

Just a reminder that it is the Parish Council responsibility to manage and maintain approved highway grit bins within their parish.
If any approved highway grit bin is damaged then the Parish Council is responsible for removing the damaged grit bin, purchasing a replacement Grit Bin, and placing it in the agreed location and then letting Suffolk Highways know when it is in position.

Suffolk Highways is only responsible for filling / refilling the Grit Bins once they are in position.

**7.**

Dear all,

You may be aware that we had another water leak in Stutton on 9 July, which closed the main road for 8 days. We are pursuing this with Anglian Water, and if possible would be grateful for your help in a couple of areas:

1. Are you able to give us details of any substantial leaks in your parishes since 2020, ie those that necessitated roadworks and road closures?

2. Do you have any comments you wish to make about the impact on your residents when the B1080 through Stutton is closed?

Any information would be helpful in seeking to persuade Anglian Water to prioritise the peninsula in upgrading its network.

We have invited Anglian Water to attend our next council meeting, so responses in the first instance by Wednesday 5 August would be ideal, if at all possible.

Many thanks,

Ian

Ian Kemsley
Councillor
Stutton Parish Council

**8.**

Dear Parish and Town Councils, Please consider applying for these grants, and please share these opportunities via your community networks,

I am pleased to let you know that the National Landscape is running a Round 2 of community grants 2026-27 as below, closing for applications on 9th September 2026:

## APPLY NOW! - Round 2 grants 2026-27

Please note these funding geographic areas are specific, see map links below
Projects are invited to apply to the below funds,

- **Amenity and Accessibility Fund** (see fund area here)
  Apply for in the region of £3,000 for projects that benefit the fund area.
  https://coastandheaths-nl.org.uk/managing/grants/aaf/

- **Galloper Wind Farm Fund** (see fund area here)
  Apply for in the region of £3,000 for projects that benefit the fund area.
  https://coastandheaths-nl.org.uk/managing/grants/gwff/

Projects that apply should aim to:

- Deliver sustainable landscape, environmental, social and economic benefits to the fund area
- Meet some or all of the fund criteria, based on National Landscape objectives and priorities
- Please see **Fund Criteria and Guidance doc.** on each webpage for more details
- For examples of the types of projects that have been previously funded, please see the webpages which have case studies and lists of funded projects.

## For Suffolk and Essex - Annual Funding from the National Landscapes

For both National Landscapes, there are annual funding opportunities available through the National Landscapes:
Grants – Dedham Vale National Landscape for this geographic area shaded in darker green on Google Maps
Grants – Suffolk & Essex Coast & Heaths National Landscape for this geographic area shaded in darker green on Google Maps

## Join us for the 2026 Dedham Vale Forum

Thursday 17th September at Firstsite in Colchester. Tickets are free and registration is open now!

Please contact me for any further advice on applying for National Landscape grants.

**9.**

Good morning all

Please find attached the minutes from our last meeting on 10th June 2026 @ Capel St Mary Library

Listed below is also the times and venues for our next meetings.

16th September 2026 - Hintlesham Village Hall
16th December 2026 - Wherstead Village Hall
17th March 2027 - Hadleigh Town Hall

Kind regards

**10.**

Dear Town/Parish Clerk

The 2025/26 Annual Report of the Suffolk Police and Crime Panel has now been published, and is available on the County Council's website at the following link: Suffolk-PCP-Annual-Report-2025-2026. The report gives an overview of the work of the Panel over the previous year.

I would be grateful if you could forward this link to your Councillors, and if possible, include a link to it from the appropriate page of your Council's website, should you have one.

If you need any further information, do let me know.

Many thanks

**11.**

To Parishes,

I have just attended a public meeting this evening at Wherstead Parish on the attached proposals and also the presentation powerpoint courtesy of Wherstead PC and am letting you know some detailed information you may wish to circulate.

Kind Regards,

Daniel Potter (Cllr)
Orwell

**12.**

Suffolk Association of Local Councils
*stronger together*

## Tribunal Time: Your Contracts and Handbooks Are Your Council's Defence

No Parish Council wants to face an Employment Tribunal (ET), but as employers the risk is always there. Claims can arise from a range of situations, including:

- Unfair dismissal
- Grievances
- Discrimination complaints

If a claim is lodged, one of the first things the Tribunal will expect to see is the Council's HR documentation. Before a judge even begins to consider the merits of the case, they will want to see the full, signed and dated record of the employment relationship.

If key documents are missing, outdated, or contradict each other, the Council's defence can be weakened immediately, even if the Council believed it was acting reasonably at the time.

**13.**

**Book about Ipswich Barracks reveals a Tattingstone woman at the Battles of Waterloo**

Dear Ma'am,

I wondered if you or other local people might be interested in the above. It is revealed in a non-profit making book that I have recently published after twenty years of research and writing. It is called 'The Story of Ipswich Barraks 1795 to 1928' and is available in Kindle and paperback forms from Amazon Books.

My best wishes,

**14.**

# MEET YOUR ARMY

We're hosting a new event and we'd love you to be there to Meet Your Army: The Army Engagement Team with Colonel Jim Heardman, Commander of the Army in your region.
The overarching aim of the event is to promote greater awareness and understanding of the Army, particularly amongst those who may not have been exposed to us in the past. Have you ever wondered who we are, what we do and why we do it? This event is your opportunity to gain a deeper understanding of the Army and its role in your community. Please scan the QR code below for more information on the role of the Army.
Join us **from 8:30am** on **Tuesday 13th October at Trinity Park Conference & Events Centre, Ipswich** for an engaging and informative event. You will get the chance to meet the dedicated men and women who serve our country and hear their personal stories of courage and commitment. But hurry, space is limited! Register below to ensure that you don't miss out on this opportunity to both support Your Army and network with local community leaders. **Please feel free to bring guests with you or pass this invitation on if you're unable to attend yourself.**

ARMY
BE THE BEST

***Colonel Jim Heardman***
*Commander HQ Centre*
*requests the pleasure of your company*
*at a Reception and Briefing by*
*The Army Engagement Team*
*at Trinity Park Conference & Events Centre*
*Felixstowe Road, Ipswich*
*IP3 8UH*
*on Tuesday 13th October 2026*

8.30am to 9.30am Breakfast Reception/Networking
9.30am to 10.30am Presentation
10.30am to 11.00am for Questions

RSVP
Register HERE or
Email: RC-AEG-Mailbox@mod.gov.uk

**15.**

# Navigating the New Day-One Right to Request Flexible Working

The world of work has fundamentally changed, and UK employment law has evolved with it. The right to request flexible working has shifted from being a benefit earned after six months of service to a legal right from the first day of employment (effective April 2024).

For Parish Councils, this isn't just a procedural update, it requires a cultural shift towards prioritising adaptability, open consultation, and meticulous record-keeping.

**SEPTEMBER 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 | July 2 | Clerk salary June 2026 | BACs | 530.97 | | 530.97 |
| R. Belcher-Nairn | July 3 | Working from Home Allowance | BACs | 26.00 | | 26.00 |
| R. Belcher-Nairn | July 4 | MS365 Subscription (paid by personal card due to debit card being cancelled) | BACs | 8.51 | 1.70 | 10.21 |
| NEST | July 5 | RBN Pension Contribution | Direct Debit | 48.92 | | 48.92 |
| Tesco Mobile | July 6 | Phone | Direct Debit | 15.99 | | 15.99 |
| SALC | July 7 | Training – Code of Conduct | BACs | 35.00 | 7.00 | 42.00 |
| SALC | July 8 | Internal Audit service | BACs | 237 | 47.40 | 284.40 |
| HMRC | July 9 | PAYE Q1 2025-26 | BACs | 545.98 | | 545.98 |
| Tattingstone PFC | July 10 | Grass cutting 2026 | BACs | 1764.0 | | 1764.0 |
| | | | | | | |
| Lloyds Bank | Sept 1 | Service charge | Direct Debit | 4.25 | | 4.25 |
| R. Belcher-Nairn | Sept 2 | Clerk salary July 2026 | BACs | 531.17 | | 531.17 |
| R. Belcher-Nairn | Sept 3 | Working from Home Allowance | BACs | 26.00 | | 26.00 |
| R. Belcher-Nairn | Sept 4 | MS365 Subscription (paid by personal card due to debit card being cancelled) | BACs | 8.51 | 1.70 | 10.21 |
| Babergh District Council | Sept 5 | Inv 1000038727, dog waste bin emptying 2026/27 | BACs | 648.00 | | 648.00 |
| Babergh District Council | Sept 6 | Inv 1000038778, Annual Play Inspection | BACs | 65.53 | 13.11 | 78.64 |
| Dorchester Town Council | Sept 7 | Inv 32, training | BACs | 25.00 | | 25.00 |
| NEST | Sept 8 | RBN Pension Contribution | Direct Debit | 48.92 | | 48.92 |
| SLCC | Sept 9 | Training – Social media | BACs | 12.70 | 2.54 | 15.24 |
| SLCC | Sept 10 | Training – Toxic Situations | BACs | 12.70 | 2.54 | 15.24 |
| SLCC | Sept 11 | Training – Powers & Duties | BACs | 19.06 | 3.81 | 22.87 |
| SLCC | Sept 12 | Training – Heritage & Planning | BACs | 6.55 | 1.31 | 7.86 |
| SLCC | Sept 13 | Training – Commenting on Planning Apps | BACs | 6.55 | 1.31 | 7.86 |
| | | | | | | **£4709.73** |

**INCOME RECEIVED**

| Payee | Internal Ref | Detail | Method | NETT | VAT | TOTAL |
|---|---|---|---|---|---|---|
| Tattingstone Playing Field Committee | Sept A | Refund – discrepancy between hedge invoice and hedge grant | BACs | 20.00 | | 20.00 |
| | | | | | | **£20.00** |

**PAYMENTS TO BE MADE**

| Payee | Internal Ref | Detail | Method | NETT | VAT | TOTAL |
|---|---|---|---|---|---|---|
| R. Belcher-Nairn | Sept 14 | Clerk salary August 2026 | BACs | 424.81 | | 424.81 |
| R. Belcher-Nairn | Sept 15 | Working from Home Allowance | BACs | 26.00 | | 26.00 |
| R. Belcher-Nairn | Sept 16 | MS365 Subscription (paid by personal card due to debit card being cancelled) | BACs | 8.51 | 1.70 | 10.21 |
| NEST | Sept 17 | RBN Pension Contribution | Direct Debit | 39.13 | | 39.13 |
| Tesco Mobile | Sept 18 | Phone | Direct Debit | 15.99 | | 15.99 |
| SLCC | Sept 19 | Training – Commenting on Planning Apps | BACs | 12.70 | 2.54 | 15.24 |
| SLCC | Sept 20 | Training – Heritage & Planning | BACs | 12.70 | 2.54 | 15.24 |
| CAS | Sept 21 | Insurance 2026/27 | BACs | 660.34 | | 660.34 |
| Bendell & Sons | Sept 22 | Legal fees for Playing Field registration | BACs | 366.00 | 54.00 | 420.00 |
| S Page | Sept 23 | Bench installation | BACs | 114.14 | | 114.14 |
| | | | | | | **£1744.10** |

## 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

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Phone: **0345 60 20 999** Email: **ansvar.insurance@ansvar.co.uk** Website: **ansvar.co.uk**

# PREMIUM NOTIFICATION

Agent

James Hallam Insurance (CAS)
Spargo House
10 Budshead Way
Crownhill, Plymouth
PL6 5FE

Phone: 01752 670440
UK 6171

Policyholder

Tattingstone Parish Council
9 Chedworth Place

Tattingstone
IP9 2ND

525763

Policy number **ACY 2389211**

Reason **Renewal**

Policy type **Charity and Community (Essentials)**

Period of insurance from **0:01 Hrs** **1/10/26**
to **Midnight** **30/09/27**

| | | |
|---|---|---|
| Premium | £589.57 | |
| Insurance Premium Tax (IPT) | £70.77 | at 12.0% |
| **Total premium** | **£660.34** | |

Number of claims in previous insurance year: 0

Your Long Term Undertaking (LTU) expires on 30/09/28

Please refer to the notes overleaf regarding renewal of your policy.

Date of Issue 25/08/26

Ansvar Insurance, 4th Floor, The Office, 1 Market Square, Circus Street, Brighton, BN2 9AS
Phone: **0345 60 20 999** Email: **ansvar.insurance@ansvar.co.uk** Website: **ansvar.co.uk**

**Does this policy still meet your needs?**
Your requirements may change over time, so you may benefit from reviewing the current sums insured, limits of indemnity and the level of cover under your policy to ensure it remains sufficient for your needs. Contact your insurance advisor or us to discuss any changes that you need.

**Notes applying to renewal of your policy**
1. It is your responsibility to take the necessary action to renew your policy before the renewal date to ensure that you remain covered. Contact your insurance advisor or us if you have any questions about the renewal of your policy.
2. a) If you pay your premium annually then payment must be made to your insurance advisor or us before the renewal date. No obligation rests on us to accept the premium if paid after the renewal date.
   b) If you pay your premium by instalments to us, no action is needed if you intend to renew the policy. If you decide not to renew your policy, please cancel the direct debit mandate.
3. You must make sure that the information provided to us for this policy is, and will continue to be accurate and not misleading and is a fair presentation of the risks we are accepting. In respect of the policy renewal, this includes any changes occurring during the last period of insurance. If any of the information you provide is not accurate or is misleading, then we may reduce the amount we pay for any claim, or in some cases, make no payment at all, cancel your policy and keep the premium. You should keep a record (including copies of letters) of any information you give to your insurance advisor or us when renewing the policy.
4. If in between the time of the issue date of this document and the renewal date, you suffer a loss, damage or any other incident that gives rise to a claim, then we retain the right to alter or withdraw the terms of the renewal.
5. a) Your last declared income and wage roll figures are shown in the enclosed schedule and Statement of Facts. If these figures have changed by more than 10%, please inform your insurance advisor or us as it may be necessary to reassess your renewal terms.
   b) We may require you to complete a declaration form in advance of your renewal date and this must be returned to your insurance advisor or us by the date stated on the form, otherwise a premium loading may be applied.
6. You may have difficulty obtaining the cover you currently have should you decide to cancel or not renew your policy, for example if your premises are in an area prone to flooding or subsidence.

**Important Reminder**
Throughout your policy there are special requirements which are aimed at reducing the risk of loss, damage or liability. If you do not keep to these requirements we will not pay for claims (unless we agree otherwise). Please make sure you comply with any requirements that apply to you.

Date of Issue 25/08/26

**NOTICE TO POLICYHOLDERS**
**Legal Expenses Provider Name Change**

From the next renewal date of your policy, a change has been made to the name of the Legal Expenses insurer in your policy wording. DAS Legal Expenses Insurance Company Limited (DAS) has been changed to ARAG Legal Expenses Insurance Company Limited (ARAG).

ARAG have committed to honouring existing products in place with DAS. However, there are some changes to addresses and contact information, which are summarised below.

| Description | Current reference | Changing to |
|---|---|---|
| Company | DAS Legal Expenses Insurance Company Ltd (DAS) | ARAG Legal Expenses Insurance Company Ltd (ARAG) |
| Company | DAS Law | ARAG Law |
| Company legal name | DAS Legal Expenses Insurance Company Ltd | ARAG Legal Expenses Insurance Company Ltd |
| Address | DAS Parc, Greenway Court, Bedwas, Caerphilly, CF83 8DW | Unit 4a, Greenway Court, Bedwas, Caerphilly, CF83 8DW |
| Address | DAS House, Quay Side, Temple Back, Bristol, BS1 6NH | Unit 4a, Greenway Court, Bedwas, Caerphilly, CF83 8DW |
| Businesslaw URL | www.dasbusinesslaw.co.uk | aragbusinesslaw.co.uk |
| Main website | www.dasinsurance.co.uk | arag.co.uk |
| Website claims page | www.das.co.uk/claim<br>or<br>www.das.co.uk/legal-protection/how-to-claim | claims.araginsurance.co.uk |
| Website complaints page | www.dasinsurance.co.uk/complaints<br>or<br>www.das.co.uk/about-das/complaints | arag.co.uk/complaints |
| Website Customer Relations email address | customerrelations@das.co.uk | customer-relations@arag.co.uk |

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Phone: **0345 60 20 999** Email: **ansvar.insurance@ansvar.co.uk** Website: **ansvar.co.uk**

**THE SCHEDULE:** Attaching to and forming part of the policy bearing the number below and written upon policy form FA67 0721.
Subject to the terms and conditions of the policy the insurance is for the period shown.

Agent

James Hallam Insurance (CAS)
Spargo House
10 Budshead Way
Crownhill, Plymouth
PL6 5FE

Phone: 01752 670440
UK 6171

Policyholder

Tattingstone Parish Council
9 Chedworth Place

Tattingstone
IP9 2ND

525763

Policy number **ACY 2389211**

Reason **Renewal**

Policy type **Charity and Community (Essentials)**

Period of insurance from **0:01 Hrs** **1/10/26**
to **Midnight** **30/09/27**

| | | |
|---|---|---|
| Premium | £589.57 | |
| Insurance Premium Tax (IPT) | £70.77 | at 12.0% |
| **Total premium** | **£660.34** | |

Your Long Term Undertaking (LTU) expires on 30/09/28

DESCRIPTION OF THE ORGANISATION:
Council (town, parish or community)

CHARITABLE ACTIVITIES OF THE INSURED:
a) We cover the following activities:
* Allotments
* Clean-Ups and Litter Picks
* Clerical and Other Non-Manual Work
* Committee Activities
* Conferences, Trade Shows and Exhibitions
* Delivery And/Or Collection Of Goods
* Domestic Duties
* Fire Safety Or Theft Prevention Advice
* Fireworks Display or Bonfire Event up to 100 Attendees
* Fundraising Events (ex. Fireworks & Bonfires) up to 1000 people
* Gardening (Domestic)
* Gritting of pavements and paths
* Meetings, coaching and mentoring
* Provision and maintenance of municipal infrastructure
* Provision and maintenance of parks, open spaces and playgrounds

* Talks, Presentations And Seminars

Provided any activity above is not otherwise more specifically excluded in any section of this policy or by any endorsement forming part of this schedule or otherwise by us in writing.

DECLARED INCOME, WAGES AND VOLUNTEERS
You have declared to us your:
a) income as £28,000
b) wage roll as £3,600
c) number of volunteers as 9

ansvar

Ansvar Insurance, 4th Floor, The Office, 1 Market Square, Circus Street, Brighton, BN2 9AS
Phone: **0345 60 20 999** Email: **ansvar.insurance@ansvar.co.uk** Website: **ansvar.co.uk**

Policy number ACY 2389211 **SCHEDULE**

**General Cover**
The cover provided under the following sections (if shown as operative) applies to all locations specified under this policy.

| **SECTION** | **EXCESS** (Unless another amount is stated by endorsement or in the policy wording) | | | **COVER** |
|---|---|---|---|---|
| 1 PUBLIC AND PRODUCTS LIABILITY | £100 | | | OPERATIVE |
| Indemnity Limit | | | | £10,000,000 |
| 2 EMPLOYERS' LIABILITY | | | | OPERATIVE |
| Indemnity Limit | | | | £10,000,000 |
| 3 TRUSTEES' AND DIRECTORS' INDEMNITY | £250 | | | OPERATIVE |
| Indemnity Limit | | | | £1,000,000 |
| 4 PROFESSIONAL INDEMNITY | | | | NOT OPERATIVE |
| 5 PERSONAL ACCIDENT | | | | OPERATIVE |
| Deferment period 14 days | | | | |
| Person(s) insured: | | Death Benefit | Permanent Total Disablement | Temporary Total Disablement (per week) |
| Employees/volunteers aged 16-65 years | | £10,000 | £10,000 | £100 |
| Employees/volunteers aged 66-75 years | | £10,000 | £10,000 | £50 |
| Employees/volunteers aged 76-80 years | | £5,000 | £5,000 | £25 |
| 6 FIDELITY GUARANTEE | £250 | | | OPERATIVE |
| Indemnity Limit | | | | £50,000 |
| Retroactive date - 1/10/2019 | | | | |
| 7 REPUTATIONAL RISKS | £250 | | | OPERATIVE |
| 1. Libel and slander | | | | £100,000 |
| 2. PR crisis - any incident | | | | £5,000 |
| 8 LEGAL EXPENSES | | | | OPERATIVE |
| Indemnity Limit | | | | £250,000 |
| 9 CYBER | | | | NOT OPERATIVE |
| 10 ALL RISKS | | | | OPERATIVE |
| Specified items (as per enclosed specification) | | | | £518 |
| 11 MONEY | £75 | | | OPERATIVE |
| Limit during working hours | | | | £5,000 |
| Limit in transit | | | | £5,000 |
| Limit in bank night safe | | | | £5,000 |
| Limit in safe | | | | £5,000 |
| Personal accident (Assault) | | | | |
| Deferment period 14 days | | | | |
| Capital benefits | | | | £10,000 |
| Weekly benefits for persons aged 16 to 80 | | | | £100 |

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Phone: **0345 60 20 999** Email: **ansvar.insurance@ansvar.co.uk** Website: **ansvar.co.uk**

Policy number ACY 2389211 **SCHEDULE**

| **SECTION** | **EXCESS** (Unless another amount is stated by endorsement or in the policy wording) | **COVER** |
|---|---|---|
| 12 GOODS IN TRANSIT | | NOT OPERATIVE |
| 13 MOTOR POLICY COMPENSATION | | NOT OPERATIVE |

**Endorsements**

046 - Long Term Undertaking
215 - Activities
330 - Infectious Disease, Cyber and Data Protection
333 - Parish Council Scheme Endorsement
340 - Territorial Exclusion (Property)General Exclusions

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Policy number ACY 2389211 **SCHEDULE**

**Location: Municipal Infrastructure In the Parish of Tattingstone Ipswich IP9 2NA**

| **SECTION** | | **EXCESS** (Unless another amount is stated by endorsement or in the policy wording) | **COVER** |
|---|---|---|---|
| 14 PROPERTY DAMAGE including Accidental Damage | | £100 | OPERATIVE |
| | Malicious people | £250 | |
| Buildings sum insured | | | £107,356 |
| Day one item - declared value | | | £93,353 |
| 15 BUSINESS INTERRUPTION | | | NOT OPERATIVE |
| 16 LOSS OF LICENCE | | | NOT OPERATIVE |
| 17 EQUIPMENT BREAKDOWN | | | NOT OPERATIVE |
| 18 TERRORISM | | | NOT OPERATIVE |

**Endorsements**

046 - Long Term Undertaking

330 - Infectious Disease, Cyber and Data Protection

340 - Territorial Exclusion (Property)General Exclusions

049 - Day One Non-Adjustable (Property Damage)

333 - Parish Council Scheme Endorsement

364 - Changes to Business Interruption Extensions

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Phone: **0345 60 20 999** Email: **ansvar.insurance@ansvar.co.uk** Website: **ansvar.co.uk**

Policy number ACY 2389211 **ALL RISKS SPECIFICATION**

| Item number | Description | Geographical Limits | Excess | Sum Insured |
|---|---|---|---|---|
| 1 | Laptop | United Kingdom | £75 | £518 |
| | | | **Total:** | **£518** |

Policy number ACY 2389211 ENDORSEMENTS

215 ACTIVITIES

EXCLUDED ACTIVITIES
The following exclusions are added to 'What is not covered' under section 1 (Public and Products Liability):

a) Liability arising from any of the following activities:

i.
- abseiling or rappelling
- aerial activities of any kind
- American football, Australian rules football, Gaelic football and rugby (other than walking or tag/touch variants of these sports)
- caving, potholing or underground activities of any kind
- climbing (including tree climbing) requiring the use of hands as well as feet (other than children’s playground equipment)
- fire or glass walking
- firework and/or bonfire events organised or run by any ***professional supplier***
- gorge or glacier walking or trekking and the like
- gymnastics
- horse, pony or donkey riding of any kind
- martial arts or combat sports of any kind
- parkour or freerunning
- professional sport of any kind
- racing or time trials (other than on foot)

ii. football where:
- ***your*** football team(s) is (are) participating in a league system (including official training and practice sessions)
- ***you*** manage, control or organise a football league system.

iii. water and wind sport activities, other than:
- paddle boarding, snorkelling, surfing, swimming, windsurfing in, on or under water
- the use of non-mechanically propelled watercraft not exceeding nine meters in length whilst operated on inland waterways or within three miles of the coast (provided they are not used in any white water activity).

iv. winter sports (including but not limited to ice skating, skiing, sledding, snowboarding, snow tubing or tobogganning).

v. cycling using manual or e-bikes, where this involves:
- commercial use (such as couriers)
- downhill or trials courses.

b) Liability arising from any activity that involves the use of:
- airborne lanterns
- cables, wires or elastic ropes (other than children's playground equipment)
- fireworks or explosive items (other than as specifically stated as part of ***your*** Charitable Activities shown in the schedule)
- motorised fairground rides (other than coin operated rides designed for children)
- segway vehicles
- water based play inflatables
- weaponry.

c) Liability arising from any activity that involves the ownership, possession or use by ***you*** or on ***your*** behalf, or by any person entitled to cover under this section, of any:
- motor car, van, lorry, motor unit of an articulated lorry, coach, bus, mini-bus, quad bike, go-kart, motorcycle, motor tricycle, motor scooter or moped (whether powered by an internal combustion engine or electric motor)
- trailer used for carrying people (whether fare paying or not)

for which compulsory motor insurance or security is not required.

d) Liability, other than liability relating to ***products***, for any ***mobility equipment*** hired or loaned out by ***you***.

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330 INFECTIOUS DISEASE AND CYBER EXCLUSIONS AND DATA PROTECTION EXTENSION LIMIT

1. The policy definitions of ***computer system*** and ***data*** are deleted and replaced by:

***computer system*** For the Cyber section only this definition is as follows:
***hardware***, ***data***, computer networks, websites, intranet and extranet sites

For the Terrorism section only this definition is as follows:
any computer or other equipment or component or system or item which processes, stores, transmits or receives ***data***

For the Public and Products Liability section, Employers' Liability section, Professional Indemnity section, Trustees' and Directors' Indemnity section and the Cyber Loss (Property) General Exclusion only this definition is as follows:
any computer, hardware, software, communications system, electronic device (including, but not limited to, smart phone, laptop, tablet, wearable device), server, cloud or microcontroller including any similar system or any configuration of the aforementioned and including any associated input, output, data storage device, networking equipment or back-up facility

***data*** For the Cyber section only this definition is as follows:
facts, concepts, information, ideas, text, recordings and images which are converted to a form which can be processed by ***hardware***, but not including software and programs

For the Terrorism section only this definition is as follows:
data of any sort whatever, including without limitation tangible or intangible data, and any programs or software, bandwidth, cryptographic keys, databases, documents, domain names or network addresses or anything similar, files, interfaces, metadata, platforms, processing capability, storage media, transaction gateways, user credentials, websites, or any information whatever

For the Public and Products Liability section, Employers' Liability section, Professional Indemnity section, Trustees' and Directors' Indemnity section and the Cyber Loss (Property) General Exclusion only this definition is as follows:
information, facts, concepts, code or any other information of any kind that is recorded or transmitted in a form to be used, accessed, processed, transmitted or stored by a ***computer system***

2. The following definitions are added to this policy:

***cyber act*** any unauthorised, malicious or criminal act or series of related unauthorised, malicious or criminal acts regardless of time and place, or the threat or hoax thereof involving access to, processing of, use of, or operation of any ***computer system***

***cyber incident***
a) any error or omission, or series of related errors or omissions involving access to, processing of, use of, or operation of any ***computer system***, or
b) any partial or total unavailability, or failure, or series of related partial or total unavailability or failures, to access, process, use or operate any ***computer system***

***infectious or communicable disease*** any disease, pandemic or epidemic including but not limited to any:
a) virus
b) bacterium
c) parasite
d) other organism or infectious matter
e) mutation or variation to any of the above
whether:
i. living or dead
ii. natural or artificial
iii. officially declared an epidemic or pandemic or not
transmitted by any direct or indirect means (whether asymptomatic or not)

***time element loss*** business interruption, contingent business interruption or any other consequential losses

Continued....

330 INFECTIOUS DISEASE AND CYBER EXCLUSIONS AND DATA PROTECTION EXTENSION LIMIT

Continued....

3. The following General Exclusions are added to this policy:

(Applicable to the whole policy unless ***we*** say otherwise)

This policy does not cover:

INFECTIOUS OR COMMUNICABLE DISEASE
loss, ***damage***, liability, cost, expense or any other sum of whatsoever nature directly or indirectly caused by, resulting from, arising out of or related to or contributed to by:

a) any ***infectious or communicable disease*** including but not limited to:
   i. the fear of a threat (whether actual or perceived) from an ***infectious or communicable disease***
   ii. contamination or fear of contamination (whether actual or perceived) of property by an ***infectious or communicable disease***
   but this shall not exclude direct physical loss or physical damage to insured property at the ***premises*** occurring during the ***period of insurance*** resulting directly or indirectly from, or caused by, a peril otherwise insured by this policy

b) any action taken or failure to take action to prevent, control or respond to any ***infectious or communicable disease***.

Provided that:
- this exclusion applies regardless of any concurrent or contributory cause or event or occurrence in any sequence with any other cause or event
- in the event of any contradiction in this policy this exclusion shall always take primacy
- where ***we*** apply this exclusion the burden of proving the contrary shall be upon ***you***
- this exclusion applies to all sections and extensions of this policy except those sections or extensions (where available and insured by this policy) noted below:
  a) Employers' Liability
  b) Public Liability
  c) Medical Malpractice
  d) Reputational Risks
  e) PR Crisis Communication
  f) Professional Indemnity
  g) Trustees' and Directors' Indemnity
  h) Directors' and Officers' Liability
  i) Personal Accident
  j) Legal Expenses
  k) Terrorism.

CYBER LOSS (PROPERTY)
1. Notwithstanding any provision to the contrary within this policy or any endorsement thereto, this policy excludes all loss, damage, liability, cost or expense of whatsoever nature directly or indirectly caused by, contributed to by, resulting from, arising out of or in connection with:
   a) any unauthorised access to, or loss of, alteration of, or damage to, or a reduction in the functionality, availability or operation of a ***computer system*** or any unauthorised access to, or modification of, ***data***.

      Notwithstanding the provisions of this sub-paragraph 1. a) and subject to all other terms and conditions and exclusions contained in this policy, this policy will provide cover for physical loss of, or physical damage to, property insured under this policy (not including ***data***) and any ***time element loss*** directly resulting therefrom where such physical loss, or physical damage, is directly occasioned by any of the following perils provided always that such perils are otherwise insured by this policy:

      i. Fire, lightning or explosion
      ii. Impact by aircraft or vehicle or animal or falling objects
      iii. Wind, storm, hail, tornado, cyclone, hurricane, earthquake, volcano, tsunami, flood, freeze or weight of snow
      iv. Escape of water or oil
      v. Riot or civil commotion
      vi. Subsidence, heave or landslip
      vii. Theft or loss of insured property caused by persons physically present at both the time and location of such theft or loss
      viii. Vandalism or malicious acts causing physical damage to insured property caused by persons physically present at both the time and location of such damage
      ix. Accidental damage to insured property caused by persons physically present at both the time and location of such damage

Continued....

330 INFECTIOUS DISEASE AND CYBER EXCLUSIONS AND DATA PROTECTION EXTENSION LIMIT

Continued....

3. The following General Exclusions are added to this policy:

   (Applicable to the whole policy unless ***we*** say otherwise)

   This policy does not cover:

   CYBER LOSS (PROPERTY)
   1. Notwithstanding any provision to the contrary within this policy or any endorsement thereto, this policy excludes all loss, damage, liability, cost or expense of whatsoever nature directly or indirectly caused by, contributed to by, resulting from, arising out of or in connection with:

      b) any loss of use, reduction in functionality, repair, replacement, restoration or reproduction of any ***data*** including any amount pertaining to the value of such ***data***

      Notwithstanding the provisions of this sub-paragraph 1. b) in the event that hardware or the data storage device of a ***computer system*** insured under this policy sustains physical damage caused by a peril described in the proviso to paragraph 1. a) above which results in damage to, or loss of, ***data*** stored on that hardware or the data storage device, then the damage to, or loss of, such ***data*** shall be recoverable hereunder and the basis of valuation for the recovery of the damaged or lost ***data*** under this policy shall be limited to the cost of reproducing ***data***, provided that such costs are otherwise indemnifiable under this policy.

      Such costs shall include all reasonable and necessary expenses incurred in recreating, gathering and assembling such ***data*** but shall not include the value of the ***data*** whether to the ***insured*** or any other party even if such ***data*** cannot be recreated, gathered or assembled

      c) any:
         i. unauthorised appropriation of ***data***
         ii. unauthorised transmission of ***data*** to any Third Party
         iii. misrepresentation or use or mis-use of ***data***
         iv. operator error in respect of ***data***

      d) any threat to carry out or perpetrate a hoax in respect of anything described in sub-paragraphs 1. a) - 1.c) above

      e) any action taken, or failure to take action, to prevent, control, limit or respond to anything described in sub-paragraphs 1. a) - 1. d) above.

      This exclusion applies to all sections and extensions of this policy except those sections or extensions (where available and insured by this policy) noted below:
      a) Employers' Liability
      b) Public Liability
      c) Medical Malpractice
      d) Reputational Risks
      e) Professional Indemnity
      f) Trustees' and Directors' Indemnity
      g) Directors' and Officers' Liability
      h) Personal Accident
      i) Legal Expenses
      j) Terrorism
      k) Cyber
      l) Equipment Breakdown.

4. The following cyber exclusion is added to WHAT IS NOT COVERED under each of sections 1 (Public and Products Liability) and 2 (Employers' Liability):

   No indemnity will be provided in respect of any loss, damage, liability, claim, cost or expense of whatsoever nature directly or indirectly caused by, contributed to by, resulting from, arising out of, or in connection with, any ***cyber act*** or ***cyber incident*** including but not limited to any action taken in controlling, preventing, suppressing or remediating any ***cyber act*** or ***cyber incident*** regardless of any other cause or event contributing concurrently or in any other sequence thereto.

   This exclusion will not apply to legal liability to pay damages and ***costs and expenses*** resulting from:
   a) statutory liability under the Employers' Liability cover,
   b) liability caused by or arising out of a ***cyber act*** or a ***cyber incident*** that results in ***bodily injury*** to third parties or physical damage to third party material property
   c) liability arising under extension 6 Data Protection of section 1.

   Any loss, damage, liability, claim, cost or expense of whatsoever nature directly or indirectly caused by, contributed to by, resulting from, arising out of, or in connection with, any loss of use, reduction in functionality, repair, replacement, restoration or reproduction of any ***data*** including any amount pertaining to the value of such ***data*** is not covered and is not considered as physical loss or damage for the purposes of this exclusion.

Continued....

330 INFECTIOUS DISEASE AND CYBER EXCLUSIONS AND DATA PROTECTION EXTENSION LIMIT

Continued....

5. Amended limit - Data Protection extension (Public and Products Liability)

Under extension 6 Data Protection of section 1, the most ***we*** will pay is deleted and replaced by:

The most ***we*** will pay is:

- £1,000,000 for any ***claim***, and for all ***claims*** in any one ***period of insurance***, for damages and ***costs and expenses*** following civil cases against ***you*** for material and non-material damage
- £100,000 for any ***claim***, and for all ***claims*** in any one ***period of insurance***, for defence and prosecution costs awarded against ***you*** following criminal cases.

6. The following changes are made to WHAT IS NOT COVERED under section 4 (Professional Indemnity):

a) The following cyber exclusion is added:

***We*** do not cover any liability under this section of the policy for, or directly or indirectly arising out of, or in any way connected with:

i. any loss, damage, liability, claim, cost or expense of whatsoever nature directly or indirectly caused by, contributed to by, resulting from, arising out of, or in connection with, any ***cyber act*** or ***cyber incident*** including, but not limited to, any action taken in controlling, preventing, suppressing or remediating any ***cyber act*** or ***cyber incident*** regardless of any other cause or event contributing concurrently or in any other sequence thereto
ii. any loss of use, reduction in functionality, repair, replacement, restoration or reproduction of any ***data*** including any amount pertaining to the value of such ***data***

Notwithstanding the above, no cover otherwise provided under this section for ***claims made*** arising from any negligent act, negligent error, negligent omission or negligent breach of duty committed in the conduct of ***your activities*** shall be restricted solely due to the use of a ***computer system*** or ***data***.

b) Exclusion 2. a) is deleted and replaced by:

2. Liability directly or indirectly arising from:
   a) any ***bodily injury*** to any person or ***damage*** to, or destruction of, or loss of, including loss of use of, any property, unless directly caused by any negligent act, negligent error, negligent omission or negligent breach of duty

7. The following cyber exclusion is added to WHAT IS NOT COVERED under section 3 (Trustees' and Directors' Indemnity):

No indemnity will be provided in respect of:

a) any loss, damage, liability, claim, cost or expense of whatsoever nature directly or indirectly caused by, contributed to by, resulting from, arising out of, or in connection with, any ***cyber act*** or ***cyber incident*** including but not limited to any action taken in controlling, preventing, suppressing, or remediating any ***cyber act*** or ***cyber incident*** regardless of any other cause or event contributing concurrently or in any other sequence thereto
b) any loss of use, reduction in functionality, repair, replacement, restoration, or reproduction of any ***data*** including any amount pertaining to the value of such ***data***

However, this exclusion shall not apply to ***claims made*** which a ***trustee or director*** becomes legally liable to pay as damages and ***costs and expenses*** arising from a ***wrongful act*** involving access to, processing of, use of, or operation of, any ***computer system*** or ***data***.

333 PARISH COUNCIL SCHEME ENDORSEMENT

1) The policy definition of ***buildings*** is deleted and replaced by:

***buildings***

1. the buildings at the ***premises*** used for ***your activities***, including:
   a) landlords fixtures and fittings
   b) ***fixed glass*** forming part of the buildings
   c) piping, ducting, cabling, wiring and associated control gear and accessories on the ***premises*** and extending to the public mains
   d) tenants' improvements
   e) ***outbuildings***
   f) walls, gates, fences, decking, lychgates, monuments, notice boards, nameplates, signs and fixed garden seating
   g) paths, drives, car parks and other paved or hard-standing areas
   h) swimming pools
   i) fixed outdoor adventure and playground equipment
   j) artificial playing surfaces
   k) inspection covers and fixed:
      i. lighting
      ii. storage tanks
      iii. plant
      iv. alarm equipment
      v. closed circuit television equipment

      external to the buildings
   l) the following items fixed to the buildings:
      i. wind turbines less than 10kw generating capacity
      ii. solar or photovoltaic panels less than 50kw generating capacity
   m) aerials and satellite dishes fixed to the buildings

   all belonging to ***you*** or for which ***you*** are responsible

2. the following property within ***your*** parish boundaries:
   a) fixed street furniture including but not limited to bus shelters, playground equipment and its associated hard or artificial surface, outdoor gym equipment, war memorials and waste bins
   b) multi-use games areas

   belonging to ***you*** for which ***you*** are responsible and used for ***your activities***

The definition of ***buildings*** does not include:
a) bridges, dams, land piers, jetties, culverts, excavations and marquees
b) property or structures in the course of construction, or erection and any materials or supplies in connection with such property or structure (except where insured under the Minor Contract Works extension to the Property Damage section of this policy)

2) The policy definition of ***charity*** is deleted and replaced by:

***charity***

a) a registered or recognised charity or organisation holding charitable status
b) a volunteer organisation
c) a not-for-profit company
d) a company limited by guarantee
e) a Charitable Incorporated Organisation (CIO)
f) a Community Interest Company (CIC)
g) a social enterprise

the purposes and objectives for which are recognised as charitable in law and are for the public benefit

For the Trustees' and Directors' Indemnity section only this definition is extended to include
h) a parish, town or community council

Continued...

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333 PARISH COUNCIL SCHEME ENDORSEMENT

Continued...

3) The policy definition of ***employee*** is deleted and replaced by:

***employee*** any person:

a) under a contract of service or apprenticeship with ***you***
b) who is hired to, supplied to or borrowed by ***you***
c) engaged under a work experience or similar scheme
d) helping as an authorised volunteer
e) who is a ***trustee or director*** of ***yours***

while under ***your*** direct control and supervision and working for ***you*** in connection with ***your activities***

For the Employers' Liability, Public and Products Liability and Professional Indemnity sections only, this definition is extended to include any:

f) labour only sub-contractor or anyone employed by them
g) self-employed person
h) parish, town or community councillors

while under ***your*** direct control and supervision and working for ***you*** in connection with ***your activities***

For the Cyber section only this definition is extended to include any:

i) labour only sub-contractor or anyone employed by them
j) self-employed person

while under ***your*** direct control and supervision and working for ***you*** in connection with ***your activities***

4) The policy definition of ***premises*** is deleted and replaced by:

***premises*** that part of the buildings and grounds at each of the addresses shown in the schedule owned or occupied by ***you*** in connection with ***your activities***

The definition of ***premises*** does not include:

a) fixed street furniture including but not limited to bus shelters, playground equipment and its associated hard or artificial surface, outdoor gym equipment, war memorials and waste bins
b) multi-use games areas

5) The policy definition of ***trustee or director*** is deleted and replaced by:

***trustee or director*** any natural person who was, is or becomes a (an):

a) trustee
b) director
c) officer
d) governor
e) member of a committee of management
f) shadow or de facto director
g) ***employee*** acting in a managerial or supervisory capacity

of the ***charitable body***

For the Trustees' and Directors' Indemnity section only this definition is extended to include parish, town or community councillors

6) The policy definition of ***unoccupied*** is deleted and replaced by:

***unoccupied*** vacant, untenanted, empty or no longer in active use for a period exceeding 30 consecutive days

The definition of ***unoccupied*** does not include:

a) fixed street furniture including but not limited to bus shelters, playground equipment and its associated hard or artificial surface,
b) outdoor gym equipment, war memorials and waste bins
multi-use games areas

SPECIAL NOTE (not forming part of this policy wording):
Buildings that are hired or loaned to third parties on an hourly or daily basis for specific functions or activities as part of your activities are not deemed to be unoccupied during the periods between each hiring provided no one period between each hiring exceeds 30 consecutive days.

Continued...

333 PARISH COUNCIL SCHEME ENDORSEMENT

Continued...

7) Under section 14 (Property Damage), in respect of any:
  a) fixed street furniture including but not limited to bus shelters, playground equipment and its associated hard or artificial surface, outdoor gym equipment, war memorials and waste bins
  b) multi-use games areas

  the extensions of cover are not operative other than:
  - Extension 2 Fees
  - Extension 3 Debris Removal
  - Extension 4 Statutory Regulation and Public Authorities.

8) Under section 14 (Property Damage) , the following is added to WHAT IS NOT COVERED:
  ***Damage*** to ***contents*** or ***stock*** whilst in, or on, any:
  a) fixed street furniture including but not limited to bus shelters, playground equipment and its associated hard or artificial surface, outdoor gym equipment, war memorials and waste bins
  b) multi-use games areas.

9) Under section 1 (Public and Products Liability), extension 12 PROPERTY OWNERS' LIABILITY is not operative in respect of any:
  a) fixed street furniture including but not limited to bus shelters, playground equipment and its associated hard or artificial surface, outdoor gym equipment, war memorials and waste bins
  b) multi-use games areas.

10) The EXCLUDED ACTIVITIES stated within endorsement 215 ACTIVITIES, shown in the schedule, do not apply to the extent that cover is provided by this endorsement. Section 1 is deemed to cover the following additional activity(ies):

  Playground zipwires

  - in connection with ***your activities***, or
  - whilst under the overall control of any ***professional supplier*** in connection with ***your activities***.

11) DEFIBRILLATORS (PROPERTY DAMAGE)
  The following extension is added to section 14

WHAT IS COVERED
DEFIBRILLATORS
***We*** will pay for ***damage*** caused by any operative event under this section to any defibrillator, including its container, covered by this section:
- at the ***premises*** not contained in the ***buildings*** when secured to a permanently fixed structure
- away from the ***premises*** within the ***territorial limits*** and used in an attempt to save human life.

The most ***we*** will pay is £5,000 for any ***claim***.

If a valid ***claim*** for any defibrillator, including its container, insured by this extension could also be a valid ***claim*** under the:
- Property Away from the Premises and Homeworking,
- Property of Employees, Members and Visitors,
- Exhibitions, Outside Catering and Fund-Raising, or
- Property in the Open

extension to this section, then only the extension that provides the widest cover will apply.

WHAT IS NOT COVERED

The exclusions for this section apply to the defibrillators extension other than where expressly varied and the following exclusion is added:

1. ***Damage*** by theft to such property from any unattended motor vehicle unless:
   a) hidden from view in a closed glove, storage or luggage compartment or boot, and
   b) all windows and sunroofs are securely closed and all doors, tailgate and boot are locked.

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364 POLICY CHANGES 2025 (CHANGES TO BUSINESS INTERRUPTION EXTENSIONS)
The following changes are made to this policy:

Under section 15 (Business Interruption), some extensions are deleted and replaced:

1. These extensions are deleted and are no longer in effect:
   1 FOOD POISONING, DEFECTIVE SANITATION, VERMIN, MURDER OR SUICIDE
   2 PREVENTION OF ACCESS - NON-DAMAGE
   5 FAILURE OF SUPPLY
   6 FAILURE OF TELECOMMUNICATIONS SERVICES
   7 UTILITIES

2. The following extensions are added to section 15 (Business Interruption):

WHAT IS COVERED

1 FOOD POISONING, DEFECTIVE SANITATION AND VERMIN
The prevention or restriction of access to, or closure of, the ***premises*** on the order or advice of the police, environmental health or other similar enforcement agency as a direct consequence of:
a) any ***bodily injury*** sustained by any person arising from, or traceable to, food or drink provided at the ***premises***
b) any accident causing defects in drains or other sanitary arrangements at the ***premises***
c) any discovery of:
   - rats,
   - mice,
   - squirrels,
   - wasps or hornets nests

   at the ***premises***
d) trespass at the ***premises***

provided that any extensions which deem ***damage*** at other locations to be ***damage*** at the ***premises*** shall not apply to this cover.

The most ***we*** will pay for any ***claim*** for any one occurrence, discovery or accident is £250,000 or 25%, whichever is less, of the:
i. Business Interruption sum insured shown in the schedule, or
ii. limit of ***our*** liability by the items if the declaration-linked basis applies.

The ***indemnity period*** in respect of this extension only is re-defined as follows:
the period beginning with the date from which the restrictions on the ***premises*** are applied (or in the case of cover c) above, with the date of occurrence) and ending not later than 3 months thereafter during which the results of ***your activities*** are affected because of the occurrence, discovery or accident.

WHAT IS NOT COVERED

1. Costs incurred in the cleaning, repair, replacement, recall or checking of property.
2. Any occurrence, discovery or accident that is not at the ***premises***.
3. Trespass at the ***premises*** by groups or individuals protesting, or acting for, or on behalf of environmental, activist or political groups.

WHAT IS COVERED

2 PREVENTION OF ACCESS – NON-DAMAGE
The prevention of access to the ***premises*** as a direct consequence of:
a) murder, suicide, or rape (including attempted murder, suicide, or rape)
b) a road traffic collision
c) a gas or water leak.

The most ***we*** will pay is £10,000 for all ***claims*** in any one ***period of insurance***.

WHAT IS NOT COVERED

Loss:
a) where the incident occurred more than 1 mile from the ***premises***
b) where the police, fire and rescue services, or a recognised utility company do not impose a cordon or restriction that prevents access
c) for any period where access is hindered but not prevented
d) following a road traffic collision where access is prevented whilst waiting for, or during repairs to the highway
e) arising from pollution or contamination
f) arising from closure of less than 4 hours duration
g) more specifically covered elsewhere in this policy.

Continued...

364 POLICY CHANGES 2025 (CHANGES TO BUSINESS INTERRUPTION EXTENSIONS)

WHAT IS COVERED

3 BOMB SCARE

The prevention of access to the ***premises*** as a direct consequence of a bomb scare.

The most ***we*** will pay is £10,000 for all ***claims*** in any one ***period of insurance***.

WHAT IS NOT COVERED

Loss:

a) where the incident occurred more than 1 mile from the ***premises***
b) where the police or fire and rescue services do not impose a cordon or restriction that prevents access
c) for any period where access is hindered but not prevented
d) arising from closure of less than 4 hours duration
e) more specifically covered elsewhere by this policy.

4 FAILURE OF UTILITY SUPPLY

Failure of the supply of electricity, gas, water or telecommunications to the ***premises*** caused by ***damage*** due to an insured event under the Property Damage section of this policy either at ***your premises***, or involving the infrastructure or premises of ***your*** supplier.

The most ***we*** will pay is £500,000 for all ***claims*** in any one ***period of insurance***.

WHAT IS NOT COVERED

Any:

a) deliberate act of the supplier in withholding or restricting supply
b) restriction caused by strikes or labour disputes
c) restriction of use of less than 4 hours duration
d) restrictions of use lasting more than seven days
e) loss originating outside the ***territorial limits***
f) loss caused by drought
g) loss caused by atmospheric or weather conditions unless failure is due to ***damage*** caused by such conditions
h) failure of telecommunication services received via satellite
i) loss resulting from ***damage*** to overhead cables except for ***damage*** to overhead cables within 1 mile of the ***premises***.

46 LONG TERM UNDERTAKING
A discount of premium has been allowed in consideration of ***you***, having an agreement with ***us***, to offer annually for three years the insurance provided by this policy on the terms in force at the expiry of each ***period of insurance*** and to pay the premium, including all insurance premium tax, annually in advance or, with ***our*** agreement, by instalments.

This agreement applies to any policy(ies) that ***we*** may issue in place of this policy and the same discount will be allowed from the corresponding premium on the replacement policy(ies).

The expiry date of the current Long Term Undertaking is shown in the policy schedule.

Payment of the premium at the renewal date immediately following the expiry of the current agreement, shall be deemed acceptance by ***you*** of:
- the continuation of the agreement for a further three years, in line with the original agreement, and
- the terms, conditions and exceptions of this policy.

Provided that:
a) ***we*** may end this agreement or amend the premium or change the terms, conditions or exceptions of this policy where:
   i. there is any alteration described under the policy General Condition for Alteration of Risk, or
   ii. changes in legislation or material legal precedents are established by any court of law, or
   iii. material changes in reinsurance protection are imposed on ***us*** by reinsurers or the availability or cost of reinsurance to ***us*** changes
b) this agreement does not apply to any section or part of a section providing Cyber, Equipment Breakdown, Legal Expenses or Terrorism,
c) ***we*** shall be under no obligation to accept an offer to renew this policy made in accordance with this agreement, and
d) the sums insured may be reduced at any time to correspond with any reduction in value or activity.

49 DAY ONE - NON-ADJUSTABLE (PROPERTY DAMAGE)
The following policy definition is added:

***declared value*** the cost of ***reinstatement*** of the ***buildings*** insured at the level of costs applying at the inception of the ***period of insurance*** (ignoring inflationary factors that may operate subsequently) plus an allowance for:
- the additional costs of ***reinstatement***
- professional fees
- debris removal costs

as insured under the Fees extension to the Property Damage section of this policy

***You*** have stated to ***us*** in writing the ***declared value*** of the ***buildings***, as shown on the schedule, and the premium under section 14 has been calculated accordingly.

At the inception of each ***period of insurance***, ***you*** must notify ***us*** of the ***declared value*** of the ***buildings*** insured.

In the absence of such declaration, ***we*** will index-link the last amount declared by ***you*** and the resulting amount shall be taken as the ***declared value*** for the ensuing ***period of insurance***.

In respect of the buildings items shown in the schedule, the underinsurance provisions in the Claims settlement for Property Damage are accordingly deleted and replaced by the following:
UNDERINSURANCE
- when ***reinstatement*** applies:
  if at the time of the ***damage***, the ***declared value*** (by the item in the schedule covering the ***buildings*** affected) is less than the cost of ***reinstatement*** (of all the ***buildings*** to which that ***declared value*** relates) at the inception of the ***period of insurance***, then the amount ***we*** will pay will be reduced in the same proportion that the said ***declared value*** bears to the said cost of ***reinstatement***.
- when ***reinstatement*** does not apply:
  if at the time of the ***damage***, the ***declared value*** (by the item in the schedule covering the ***buildings*** affected) is less than the total cost of rebuilding (all the ***buildings*** to which that ***declared value*** relates) at the inception of the ***period of insurance*** to a condition that is equivalent to, or substantially the same as, but not better or more extensive than its condition immediately prior to the ***damage***, then the amount ***we*** will pay will be reduced in the same proportion that the said ***declared value*** bears to the said total cost of rebuilding.

340 TERRITORIAL EXCLUSION (PROPERTY) - GENERAL EXCLUSIONS
The following general exclusion is added to this policy.

(Applicable to the whole policy unless ***we*** say otherwise)

This policy does not cover:

TERRITORIAL EXCLUSION (PROPERTY)
The following definition is added to this policy:

***excluded territory***
a) Belarus (Republic of Belarus), and
b) Russian Federation, and
c) Ukraine (including the Crimean Peninsula and the Donetsk and Luhansk regions)

any loss, ***damage***, liability, cost or expense of whatsoever nature, directly or indirectly arising from, or in respect of, any:
a) identity domiciled, resident, located, incorporated, registered or established in an ***excluded territory***, or
b) property or asset located in an ***excluded territory***, or
c) individual that is resident in or located in an ***excluded territory***, or
d) ***claim***, action, suit or enforcement proceeding brought or maintained in an ***excluded territory***, or
e) payment in an ***excluded territory***.

This exclusion will not apply to any coverage or benefit required to be provided by ***us*** by law or regulation applicable to ***us***, however, the terms of any sanctions clause will prevail.

This exclusion applies to all cover sections of this policy except those covers (where available and insured by this policy) shown below:

a) Employers' Liability
b) Public Liability
c) Medical Malpractice
d) Reputational Risks or PR Crisis Communication
e) Professional Indemnity
f) Trustees' and Directors' Indemnity
g) Directors and Officers Liability
h) Personal Accident
i) Legal Expenses
j) Cyber.

**Data Privacy Notice**

Your privacy is important to us. We will process your personal data in accordance with data protection laws.

Ecclesiastical Insurance Office PLC is the data controller in respect of any personal data which you provide to us or which we hold about you and any personal data which is processed in connection with the services we provide to you.

Where you provide us with personal data about a person other than yourself (such as a dependant or named person under a policy), you must inform them that you are providing their personal data to us and refer them to this notice.

To provide our insurance related services, we will collect and process your personal data such as your name, contact details, financial information and any information which is relevant to the insurance policy we are providing. In order to provide your insurance policy or when making a claim, we may also need to collect or process 'special categories of personal data' such as information relating to your health or criminal convictions or information which is likely to reveal your religious beliefs.

We process your personal data for the purposes of offering and carrying out insurance related services to you or to an organisation or other persons which you represent. Your personal data is also used for business purposes such as fraud prevention, business management, systems development and carrying out statistical and strategic analysis.

Providing our services will involve sharing your personal data with, and obtaining information about you from, our group companies and third parties such as brokers, loss adjusters, credit reference agencies, fraud prevention agencies, our service providers and professional advisors, or business partners and our regulators.

In some circumstances we may transfer your personal data to countries outside of the European Economic Area. We will put appropriate safeguards in place to ensure that your personal data is protected.

Where we have your consent, we may market our services to you or provide your personal data to our related companies or business partners for marketing purposes. You can opt out of marketing communications at any time by contacting us.

**Fraud Prevention**

We need to carry out fraud and anti-money laundering checks and this will involve sharing your personal data (such as your name, contact details and financial information) with credit reference and fraud prevention organisations such as the Claims and Underwriting Exchange, run by MIB. If you make a claim, we will share your personal data (to the extent necessary) with other companies including other insurers and anti-fraud organisations to prevent fraud. For the purposes of deciding whether to accept and pay a claim or any part of it, we may appoint loss adjusters or external investigation services to act on our behalf.

If false or inaccurate information is provided and fraud is identified, your personal data will be passed to fraud prevention agencies including the Insurance Fraud Register, run by the Insurance Fraud Bureau. Law enforcement agencies may access and use this information.

Please note that when carrying out any fraud prevention activities, we may need to process your special categories of data such as criminal offence information and share it with fraud prevention agencies.

**Further Information**

For further information on how your personal data is used and your rights in relation to your personal data please refer to our Privacy Policy at www.ansvar.co.uk/privacypolicy or contact our Data Protection Officer at Benefact House, 2000, Pioneer Avenue, Gloucester Business Park, Brockworth, Gloucester GL3 4AW or on 0345 6073274 or email compliance@ansvar.co.uk.

Ansvar Insurance, 4th Floor, The Office, 1 Market Square, Circus Street, Brighton, BN2 9AS
Phone: **0345 60 20 999** Email: **ansvar.insurance@ansvar.co.uk** Website: **ansvar.co.uk**

**ARAG DATA PROTECTION**

In addition to any other data processing notice provided in relation to this policy, data under this policy will be processed by ARAG Legal Expenses Insurance Company (ARAG). When you purchase and use this policy, ARAG will process personal information about you, and anyone else whose details are provided to them to provide you with a service or claim.

ARAG will process your personal information in accordance with their Privacy Notice. You can find their Privacy Notice online at at https://www.arag.co.uk/data-legal/privacy-notice. Alternatively, you can make a request for a printed copy to be sent to you by contacting dataprotection@arag.co.uk.

Tattingstone Parish Council

# Parish Clerk Appraisal Form

Version 1.0

# APPRAISAL FORM

| **Name** | |
|---|---|

| **Current agreed objectives – last 12 months** | **Date achieved / ongoing activity** |
|---|---|
| | |
| | |
| | |
| | |

| **Clerk's comments** |
|---|
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| |
| |

| **Chair's comments** |
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| |
| **Vice Chair's comments** |
| |
| |

| **Training needs identified/facilities required (office equipment etc)** |
|---|
| |
| |
| |

| **Agreed Objectives - next 12 months** | **Target Date** |
|---|---|
| | |
| | |
| | |

| **Other Comments** |
|---|
| |
| |

Clerk's signature …………………………………………… Date…………………………

Chair's signature …………………………………………… Date …………………………

Vice chair's signature ……………………………………… Date …………………………

# Neighbourhood CIL Expenditure Report

**Town or Parish Council: Tattingstone**
**1 April 2025 to 31 March 2026**

| | | |
|---|---|---|
| A | Total CIL income balance carried over from previous year | £ 23,188.12 |
| B | Total CIL income received in reporting year (receipts received in April and October) | £ 0.00 |
| C | Total CIL spent within reporting year (expenditure, net amount if VAT recoverable) | £ 0.00 |
| D | Total CIL retained at year end (A+B-C) | £ 23,188.12 |

## Neighbourhood CIL Expenditure – Details of Spent Funds

| Items to which CIL funds have been spent: | (Net amount if VAT recoverable) |
|---|---|
| | |
| Total spent | £ 0.00 |

## Neighbourhood CIL – Details of Allocated Funds (not yet spent)

| Items to which CIL funds have been allocated but not yet spent: | (Net amount if VAT recoverable) |
|---|---|
| Donation to Playing Field Committee to upgrade play equipment (phase 2) | £ 4,577 |
| Memorial bench | £ 450.00 |
| Leaflet printing | £ 300.00 |
| | |
| Total Allocated | £ 5,327 |

**Has the expenditure report been uploaded onto the Parish's website: (Y/~~N~~)**

**This form needs to be signed by two representatives of the Parish/Town Council (electronic signatures are not acceptable)**

**Signed: ……………………………………….. Position: ……………………………**

**Verified: …………………………………….. Position: ……………………………**

**Please scan and email this form to the following email address**

**infrastructure@baberghmidsuffolk.gov.uk**