

TUNSTALL PARISH COUNCIL

Mrs Judi Hallett (Clerk to the Parish Council)
Manor Farm, Hollesley, Woodbridge, Suffolk IP12 3NB

NOTICE OF TUNSTALL PARISH COUNCIL MEETING

Wednesday 14th November 2018
at 7.00pm in Tunstall Community Hall Committee Room

All Councillors are hereby summoned to attend a meeting of the Parish Council as detailed above. All public and press are also cordially invited.

Agenda

1. To receive Apologies for absence
2. To receive any Declarations of Interest and any Applications for dispensation on Agenda Items (either pecuniary or non-pecuniary)
3. Public Participation - To receive:
 - a. Reports from County and District Councillors
 - b. Reports or comment from any member of the public
4. To agree Minutes of meeting dated 12th September and 15th October 2018
5. Planning:
 - a. To discuss and agree response to the following Applications received:
 - i. None at the time of producing the agenda
 - ii. Any other applications forthcoming
6. Development at Street Farm – To discuss site visit to understand the drainage systems
7. To discuss suggestions received for the S106 money (£30k ₤)
8. The Green Man - To discuss public meeting on 15th September and to receive an update from Cllr. Smith
9. Highways/Flooding:
 - a. To discussing writing a letter to Andrew Reid regarding the Highways Matters being dealt with by Amanda Mays
 - b. To discuss working with Snape PC regarding improved bus routes through both villages
10. Tunstall Common/Forest
 - a. To discuss responses received Freedom of Information Request
 - b. To receive update on the 5/10/20 Year Plan for Tunstall Common
 - c. To discuss Information Boards vs Notice Boards for the Common
11. Community Council – To receive an update from Cllr. Watson

12. Recreation Ground:

- a. To receive update from Clerk as to Statements of Truth regarding use of Duck Lane
- b. To discuss grass cutting regime on the recreation ground
- c. To discuss setting up a Play Park Committee to look at maintenance and improvements
- d. To discuss repairing tarmac at the entrance to the car park (end of Duck Lane)

13. Finance Matters:

- a. To review accounts for September and October 2018
- b. To discuss and agree any grant requests for April 2019
- c. To discuss draft budget prepared by the Clerk (*final agreement in January 2019 meeting*)
- d. To discuss Precept amount required for 2019/20 (*final agreement in January 2019 meeting*)
- e. To authorise the following Invoices for Payment:
 - i. J Hallett (Clerk) – Office + mileage expenses £51.82
 - ii. G Watson (Maintenance) £255.00
 - iii. SALC (Payroll) £21.60
 - iv. Tunstall Community Hall (Office rent and hall hire for 2018) £730.00
 - v. *Any other invoice presenting*
- f. To note Payments made since last meeting:
 - i. SC Norse (Grass) £166.50
- g. To note Payments received since last meeting:
 - i. Wayleave (Poles on Common) £118.59
 - ii. SCDC (Half Precept) £4,110.85
 - iii. VAT Refund £131.38
- h. To note Bank Balances as at 31st October 2018:
 - i. Barclays Bank (Current Account) £tbc
 - ii. IBS (Tunstall Parish Council) £10,884.40
 - iii. IBS (Tunstall Common Fund) £37,996.46

14. Documentation – To approve adoption of the following documentation:

- a. Financial Regulations – November 2018 (*sent to Councillors on 20th Oct 2018*)
- b. Disciplinary Procedure – November 2018 (*sent to Councillors on 9th Nov 2018*)
- c. Freedom of Information Policy – November 2018 (*sent to Councillors on 9th Nov 2018*)
- d. Grants Awards Policy – November 2018 (*sent to Councillors on 9th Nov 2018*)
- e. Grievance Procedure – November 2018 (*sent to Councillors on 9th Nov 2018*)
- f. Health and Safety Policy – November 2018 (*sent to Councillors on 9th Nov 2018*)

15. To receive agenda items for next meeting and agree date of Next Meeting

Judi Hallett

Clerk to Tunstall Parish Council, 6th November 2018