

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 9th January 2019
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 14th November 2018 and 17th December 2018
5. Planning:
 - a. To discuss and agree response to the following Applications received:
 - i. DC/18/5123/FUL - Removal of existing decayed and unsafe external staircase. Replacement with similar staircase. - Aldeburgh Music, Snape Maltings Concert Hall, Snape Bridge, Tunstall
 - ii. Any other applications forthcoming
6. To receive update on the S106 money (£30k \pm), possible projects and obtaining residents views.
7. The Green Man - To receive an update from Cllr. Smith and to finalise statement for ACV Review
8. Highways/Flooding:
 - a. To receive an update on the Highways Matters being dealt with by Amanda Mays
 - b. To receive an update on working with Snape PC regarding improved bus routes through both villages
9. 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 (Cllr. Ross)
 - c. To receive an update on Information Boards for the Common (Cllr. Ross)
10. Community Council – To receive an update from Cllr. Watson
11. WW1 Centenary Commemoration Event – to reflect on the event and to discuss possible similar events

12. Recreation Ground:

- a. To receive update from Clerk as to Statements of Truth regarding use of Duck Lane
- b. To receive update on repairing tarmac at the entrance to the car park (end of Duck Lane)

13. Finance Matters:

- a. To review accounts for November and December 2018
- b. To discuss and agree budget for 2019/20, as amended by the Clerk
- c. To agree Precept amount required for 2019/20
- d. NJC Pay Scales – To discuss NJC pay rates from 1st April 2018 and implications for Clerk's Pay
- e. Review of Internal Financial Controls and efficiency of Internal Audit
- f. To authorise the following Invoices for Payment:
 - i. J Hallett (Clerk) – Office + mileage expenses £51.82
 - ii. HMRC Cumbernauld (Clerk's PAYE) £184.00
 - iii. D Pickard (Winter Planters) £37.05
 - iv. SALC (Clerk's Networking Event) £6.79
 - v. SC Norse (Grass Cutting) £166.50
 - vi. J Hazelton (Mileage) £11.70
 - vii. Tunstall PCC (Bulletin for 2018) £67.78
 - viii. K Ross (Maintenance on Common) – *Common Acc* £460.00
 - ix. *Any other invoice presenting*
- g. To note Payments made since last meeting:
 - i. J Hallett (3 Month's Salary) £736.05
 - ii. Smith of Derby (Church Clock Cleaning) £216.00
- h. To note Payments received since last meeting:
 - i. RPA Stewardship Payment £1,684.00
- i. To note Bank Balances as at 31st December 2018:
 - i. Barclays Bank (Current Account) £tbc
 - ii. IBS (Tunstall Parish Council) £10,900.77
 - iii. IBS (Tunstall Common Fund) £40,017.28

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

- a. Asset and Responsibility Register – January 2019 (*sent to Councillors on 16th Nov 2018*)
- b. Sickness and Absence Policy - January 2019 (*sent to Councillors on 22nd Nov 2018*)

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

Judi Hallett

Clerk to Tunstall Parish Council, 3rd January 2019