

TUNSTALL PARISH COUNCIL

Mrs Tiffany Pollock (Clerk to the Parish Council)

1 CountryLife Cottage, Orford Road, Tunstall, Woodbridge, Suffolk IP12 2JA

NOTICE OF TUNSTALL PARISH COUNCIL MEETING

Thursday 9th September 2021

at 7.00pm in Tunstall Community Hall, Ashe Road, Tunstall

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. To co-opt a Councillor and signing of the Declaration of Acceptance of Office
4. Public Participation (**15 Minutes Maximum**) - To receive:
 - a. Reports or comment from any member of the public
 - b. Reports from County and District Councillors
5. To agree Minutes of meeting dated 15th July 2021
6. To review and discuss Action Log
7. To acknowledge and discuss letter received from Tunstall Bowls Club
8. To discuss public and school transport provided to Tunstall
9. Highways
 - a. To receive a report for speed management strategy for the village and discuss next steps.
 - b. To discuss action plan for flooding incidents in Tunstall and response to Cllr. Reid.
10. Recreation Ground/Community Centre:
 - a. To receive update of the Community Hall Charity/Committee, including action plan going forward with the lease.
 - b. To discuss creating a Deed of Variation to the Lease between the Council and the Hall Committee, as suggested by T Brown (Auditor)
 - c. To discuss amendments to the Asset Register, as suggested by T Brown (Auditor)
 - d. To discuss purchase of wild flower seeds for the bank around the Recreation Ground
11. Tunstall Common/Forest
 - a. To receive update from Cllr. Ross to the plans to produce a long-term Management Plan and arrange a date to hold a possible second Site Walk

12. Finance Matters:

- a. To receive Accounts as of 31st July and 30th August 2021
- b. To discuss new Bank Signatories following resignation of Cllr. Smith
- c. To acknowledge receipt of External Audit Report from PKF Littlejohn for 2020/21 and to receive the Conclusion of Audit Notice
- d. To discuss commitment to service the Church Clock annually.
- e. To authorise the following Invoices for Payment:
 - i. Smith of Derby Ltd (Church Clock Annual Service) £236.40
 - ii. J Hallett (Cover for Clerk) £160.88
 - iii. T Pollock (Clerk Salary) £298.20
 - iv. *Any other invoice presenting*
- f. To note Payments made since last meeting:
 - i. PKF Littlejohn LLP (Limited assurance review AGAR) £480.00
 - ii. T Pollock (Band and Marquee hire for MUGA Opening) £160.00
 - iii. A Vince (Items purchased for MUGA Opening) £47.24
- g. To note Payments received since last meeting:
 - i. *None*
- h. To note Bank Balances as of 31st August 2021:
 - i. Barclays Bank (Current Account) £tbc
 - ii. IBS (Tunstall Parish Council) £6,449.28
 - iii. IBS (Tunstall Common Fund) £57,872.20

13. Planning:

- a. To discuss and agree response to the following Applications received:
 - i. DC/21/3594/FUL - Construction of single storey extension and proposed opening between existing house and extension at Dunningworth House, Dock Farm Road, Tunstall – To Ratify comments already sent to ESC
 - ii. DC/21/3595/LBC - Listed Building Consent - Construction of a single storey extension and proposed opening between existing house and extension at Dunningworth House, Dock Farm Road, Tunstall - To Ratify comments already sent to ESC
 - iii. *Any other applications forthcoming*

14. Multi-Use Games Area - Update from the MUGA Steering Group

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

Tiffany Pollock

Clerk to Tunstall Parish Council, 2nd September 2021