

# TUNSTALL PARISH COUNCIL

Mrs Tiffany Pollock (Clerk to the Parish Council)

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

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## NOTICE OF TUNSTALL PARISH COUNCIL MEETING

Thursday 10<sup>th</sup> March 2022

**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. Co-option of 2 Councillors and the signing of the Declaration of Acceptance of Office
4. To elect a Vice-Chair of the Parish Council and signing of the Declaration of Acceptance of Office
5. Public Participation (**15 Minutes Maximum**) - To receive:
  - a. Reports or comment from any member of the public
  - b. Reports from County and District Councillors
6. To agree Minutes of meetings dated 9<sup>th</sup> December 2021 & 3<sup>rd</sup> February 2022.
7. To discuss and agree amendments to meeting minutes dated 9<sup>th</sup> September 2021
8. To review and discuss Action Log
9. To discuss Queens Platinum Jubilee Celebrations
10. To discuss locations suitable for hedge planting by the AONB
11. Highways
  - a. To receive update for speed management strategy for the village and decide next steps.
  - b. To discuss incidents of damage to the walls of two cottages on Orford Road and general traffic concerns.
  - c. To receive update from flooding meeting held with SCC Highways and agree any actions going forward
  - d. To discuss and agree plans going forward with relaunch of Tunstall Speed Watch Team, including Speed Gun and Speed indicator advice.
  - e. To receive an update from the Joint Parish Traffic Initiative held on 3<sup>rd</sup> March 2022
  - f. To receive an update from the Quiet Lanes Project and discuss installation of signs.

12. Recreation Ground/Community Centre:

- a. To receive update of the Community Hall Charity/Committee, including lease.
- b. To discuss and agree statement of principle as a guiding statement for ongoing discussions regarding management of the Community Hall.
- c. To discuss flooding of Children's play area and to agree any actions going forward.
- d. To discuss and agree next steps in discussion with the Hall Committee concerning the lease.

13. Tunstall Common/Forest

- a. To receive update from Cllr. Ross to the plans to produce a long-term Management Plan.

14. Finance Matters:

- a. To receive Accounts as of 28<sup>th</sup> February 2022.
- b. To authorise the following Invoices for Payment:
  - i. Tunstall Community Hall (hire for February's meeting) £40.00
  - ii. SALC (Payroll service) £54.00
- c. To note Payments made since last meeting:
  - i. Suffolk Coastal Norse (Grass cutting) £176.64
  - ii. T Pollock (Clerk Salary, December) £298.20
  - iii. T Pollock (Clerk Salary, January) £298.20
  - iv. T Pollock (Clerk Salary, February) £298.20
  - v. East Suffolk (Land hire for village sign) £16.69
  - vi. Birketts LLP (Legal advice) £720.00
  - vii. Westcotec (Repair of Speed Indicator Device) £965.40
- d. To note Payments received since last meeting:
  - i. *None*
- e. To note Bank Balances as of 28<sup>th</sup> February 2022:
  - i. Barclays Bank (Current Account) £tbc
  - ii. IBS (Tunstall Parish Council) £6,449.28
  - iii. IBS (Tunstall Common Fund) £64,565.19
  - iv. Natwest (MUGA Account) £tbc

15. Planning:

- a. To discuss and agree response to the following Applications received:
  - i. *No applications received at time of agenda being published*

16. Multi-Use Games Area - Update from the MUGA Steering Group, to include an update on cost and revenue projections

17. Documentation – To review and accept where appropriate:

- a. Risk Assessment (Financial) - sent to Councillors on 22<sup>nd</sup> February 2022
- b. Risk Assessment (Catchment Pit) - sent to Councillors on 21<sup>st</sup> February 2022
- c. Risk Assessment (Non-Financial) – sent to Councillors on 22<sup>nd</sup> February 2022
- d. Standing Orders (July 2020 England) – sent to Councillors on 23<sup>rd</sup> February 2022
- e. Financial Regulations – sent to Councillors on 23<sup>rd</sup> February 2022
- f. Suffolk Code of Conduct – sent to Councillors on 21<sup>st</sup> February 2022

18. Meetings – To receive agenda items for next meeting and agree date of Meetings, including Annual Parish Meeting.

*Tiffany Pollock*

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Clerk to Tunstall Parish Council, 28<sup>th</sup> February 2022