

TUNSTALL PARISH COUNCIL

Mrs Tiffany Pollock (Clerk to the Parish Council)

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

NOTICE OF TUNSTALL ANNUAL PARISH COUNCIL MEETING

Wednesday 6th May 2026

**Following the Annual Parish Meeting at 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 elect a Chair of the Parish Council and signing of the Declaration of Acceptance of Office
2. To receive Apologies for absence
3. To receive any Declarations of Interest and any Applications for dispensation on Agenda Items (either pecuniary or non-pecuniary)
4. To receive any Declarations of Gifts or Hospitality received over the value of £50.00
5. Public Participation (**15 Minutes Maximum**) - To receive:
 - a. Reports or comment from any member of the public
6. To elect a Vice-Chair of the Parish Council and signing of the Declaration of Acceptance of Office
7. To appoint persons to the following offices:
 - a) Responsible Finance Officer
 - b) Footpaths Warden
 - c) SALC Representative
 - d) Internal Auditor
 - e) Community Hall Representative
 - f) Tree Warden
 - g) Flooding
 - h) Highways
8. To remind all Councillors to review their Register of Member's Interests on the East Suffolk Council website
9. To confirm all Direct Debits and Standing orders presently set up for the Council
10. To agree Minutes of meetings dated 19th February 2026 and 9th April 2026
11. Tunstall Common/Forest
 - a. To receive an update from Cllr. Ross for Tunstall Common/Forest

b. To consider and discuss using building society interest from the Common fund.

c. To receive an update for Pit Cottage

12. To discuss and consider suggestions for making Tunstall prettier

13. Highways

a. To receive an update for ongoing flooding issues

b. To receive an update for highways issues including traffic survey

c. To receive an update for Speedwatch including locations

14. Planning:

a. To discuss and agree response to the following Applications received:
None at time of publishing

b. Any other applications forthcoming or planning matters:

15. To review and discuss Action Log.

16. Recreation Ground/Community Hall:

a. To receive update of the Community Hall Charity/Committee.

17. To receive an update for East Suffolk Planning Alliance

18. Finance Matters:

a. To accept and sign Accounts to 31st March 2026

b. To authorise the following Invoices for Payment:

i. Suffolk County Council pension fund (backdated)	£1,328.26
ii. Pear Space (website)	£120.00
iii. SALC (subscription)	£292.61
iv. HMRC	£34.04
v. LGS Pension (March)	£109.48

c. To note Payments made since last meeting:

i. *None*

d. To note Payments received since last meeting:

i. East Suffolk Council (1st half of precept) £6,512.54

e. To note Bank Balances as of 30th April 2026:

i. Lloyds Bank (Current Account)	£6,957.37
ii. Suffolk BS (Tunstall Parish Council)	£2,090.24
iii. Suffolk BS (Tunstall Common Fund)	£99,553.00

19. Documentation – to review and accept where appropriate:

- Risk Assessment – Financial
- Risk Assessment – Non-Financial
- Risk Assessment – Catchment Pit
- Asset and Responsibilities Register

20. Meetings – To receive agenda items for next meeting and agree date of Meetings.

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Tiffany Pollock

Clerk to Tunstall Parish Council, 29th April 2026