

**Minutes of Tunstall Parish Council Meeting**

Held on 12<sup>th</sup> November 2021 ~ 7.00pm

Tunstall Community Hall

Present

Cllr. Karol Silovsky (Chair)

Cllr. Katherine Barton (Vice Chair)

Cllr. Kevin Ross

Cllr. Andy Vince

Cllr. Patricia Bessey

Cllr. Ray Herring (District Councillor)

Tiffany Pollock (Clerk)

Two members of the public

**1. To receive Apologies for absence:**

Apologies had been received from Cllr's Reid, Morgan, Petersen and Yeoman.

**2. To receive any Declarations of Interest and any Applications for Dispensation on Agenda Items (either pecuniary or non-pecuniary):**

No declarations of interest were made.

**3. Public Participation - To receive:**

a) Reports or comment from any member of the public –

A member of the public raised concerns to Cllr. Herring with regards to the green garden waste bin being out of contract, due to the price being changed half way through the second year. It was also questioned why food waste is no longer allowed to be disposed of in the green bin.

Cllr. Herring explained that food waste is harder to dispose of, but will look into the pricing and contracts held. Clerk to chase response from East Suffolk.

Councillors were asked when a response will be sent in regards to flooding issues, Councillors explained that unfortunately this was left by the way side but the Council will apply precedent and will continue lobbying SCC Highways with flooding issues. Clerk to draft a response to Cllr. Reid's letter.

Being local to the area Cllr. Herring is aware of the flooding issues and believes that there are no easy solutions, there will still be significant rainfall and you may not always stop flooding.

A member of the public questioned why the Parish Council are reviewing the ownership of Duck Lane and looking into the Community Trust Deed. Ownership and access rights of Duck Lane have been reviewed by the Parish Council previously and it would be unnecessary to revisit.

The Parish Council were accused of trying to get the Community Hall to manage the MUGA without working together with the Hall. A position then vehemently denied by the council with assurances provided that, at this stage, all options are to be reviewed.

Chair's initials: .....

Councillors emphasised that in order for the review of the Community Hall Lease to be properly assessed by the Lawyers there needs to be checks on the Trust Deed to ensure that everything is correct and made clear for the future, Councillors have a duty of care to the Community and are committed to finding a resolution.

It was noted by a member of public that since East Suffolk Council have changed their parking arrangements and moved to using ‘Ringo’ as well as parking costs, there is also a call charge. The member of public believes this is unfair advertising, Cllr. Herring will look into this.

- b) Reports from County and District Councillors – A report had been received from Cllr. Andrew Reid and forwarded onto the Councillors.

Cllr. Herring reported that concerns have been raised for the lack of opening times for Rendlesham doctors, discussions are ongoing with the GP Practice. Dog mess around Tunstall is getting worse, could another dog bin be installed on Blaxhall Church Road or School Road. Clerk will find costings and advise Councillors.

**Action: Clerk**

**4. To agree Minutes of meetings dated 9<sup>th</sup> September and 22<sup>nd</sup> October 2021:**

Cllr. Bessey proposed that both sets of minutes be adopted as a true record of the meeting. This was seconded by Cllr. Vince and all Councillors were in agreement. The Clerk agreed to post them on the Website.

**Action: Clerk**

**5. To review and discuss Action Log:**

The action log was discussed and up to date, actions from this meeting will be added.

**Action: Clerk**

**6. To discuss and agree date for Christmas litter pick and refreshment funding request**

Cllr. Vince proposed a Christmas litter pick to be held on Saturday 11<sup>th</sup> December between 11 and 12am, with mulled wine and mince pies at the Community Hall. Funding of the refreshments of £40 was requested, this was proposed by Cllr. Bessey, seconded by Cllr. Ross.

With litter picks being arranged more frequently it was suggested that litter pick sticks should be purchased, Cllr. Vince agreed to research suitable sticks. Cllr. Barton proposed a budget of ten sticks for £50 this was seconded by Cllr. Silovsky.

**Action: Cllr. Vince**

**7. Highways**

- a) To receive a report for speed management strategy for the village and discuss next steps.

Councillors had received a report from Cllr’s Petersen and Morgan with regards to a speed management strategy for the Tunstall. It was felt that in order to discuss the report in detail it would be beneficial for Cllr’s Petersen and Morgan to be present.

Councillors agreed that in order to discuss all highways related issues in detail a sub committee should be formed, this would cover speeding, flooding and the lorry route review.

- b) To discuss action plan for flooding incidents in Tunstall and response to Cllr. Reid.

The Clerk will draft a letter to Cllr. Reid and will forward to Councillors for review prior to sending.

**Action: Clerk**

- c) To discuss and agree a response to Suffolk County Council's lorry map review

This item will be included in the highways sub committee (see item a above)

- d) To receive a report from Cllr. Yeoman from the joint parish traffic meeting

Cllr. Yeoman was unable to attend the meeting but did circulate her thoughts which Councillors acknowledged.

**8. Recreation Ground/Community Centre:**

- a) To receive update of the Community Hall Charity/Committee, including action plan going forward with the lease

Cllr. Barton gave a brief report from the Community Hall, three new members have joined the committee and the overall consensus from the Community Hall Committee is that they would like to see things managed as they are currently.

Cllr. Bessey explained that legal advice needs to be sought prior to having a meeting with the Community Hall Committee as if there are any questions raised these can be answered as facts would have been established first.

As Birketts originally dealt with the lease of Tunstall Community Hall, Cllr. Bessey advised that the quoted costs for reviewing the lease would be £300 +VAT and £300 +VAT for reviewing the deeds.

Cllr. Vince proposed that the lease and deeds should be reviewed to provide potential options available given the current place in which we find ourselves, this would be at a cost of £600 +VAT, this was seconded by Cllr. Silovsky, all Councillors were in agreement.

**9. 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

Cllr. Ross advised that UK Power Networks will be removing scrub from Tunstall Common, there will also be a work party organised by the AONB to pull birch scrub next Tuesday. Cllr. Ross will arrange a date for a second site walk before the next meeting.

- b) To discuss ten-year plan for Rendlesham and Tunstall Forests

A response from Forestry England has been received and they have offered to hold a face to face meeting. The Clerk will arrange a date and publicise.

**Action: Clerk**

Chair's initials: .....

c) To elect a Tree Warden for Tunstall

Cllr. Silovsky proposed Cllr. Ross as Tree Warden, this was seconded by Cllr. Barton, all Councillors in agreement.

**10. Finance Matters:**

a) To receive Accounts as of 31<sup>st</sup> October 2021

The Clerk advised Councillors that the accounts could not be completed as the bank statement for October had not been received.

b) To consider requests for Grants (to be paid April 2022)

A list of the grant requests had been provided by the Clerk. After discussion it was agreed to make the following grants (payable in April 2022):

- Tunstall Bowls Club - £400 – Proposed by Cllr. Barton, Seconded by Cllr. Vince
- Suffolk Accident and Rescue Service – £200 – Proposed by Cllr. Barton, Seconded by Cllr. Bessey
- Headway – £100 – Proposed by Cllr. Barton, Seconded by Cllr. Bessey
- Citizen Advice Service - £100 – Proposed by Cllr. Barton, Seconded by Cllr. Vince
- D. Lowne (Community Lawnmower) - £200 – Proposed by Cllr. Vince, Seconded by Cllr. Silovsky

The Clerk was asked to advise all parties of the decision and to schedule in the payments for next year.

**Action: Clerk**

c) To discuss draft budget for 2022/23

*This was deferred to the next meeting.*

d) To discuss Precept Request amount for 2022/23

*This was deferred to the next meeting.*

e) To authorise the following Invoices for Payment:

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|---|--------|
| i. Tunstall Community Hall – hire for defibrillator training    | £25.00 |
| ii. Tunstall Community Hall – hire for 22 <sup>nd</sup> October | £40.00 |

The above payments were proposed by Cllr. Silovsky, seconded by Cllr. Barton and all Councillors were in agreement they be paid.

f) To note Payments made since last meeting:

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|---|---------|
| i. T. Pollock (Clerk Salary, September) | £298.20 |
| ii. S Smith (Bike racks)                | £50.00  |

Chair's initials: .....

iii. S Corbett (Village race)	£30.00
iv. Imperative Training (Defibrillator Battery)	£297.00
v. M Petersen (Flower boxes)	£63.00
vi. T Pollock (Clerk Salary, October)	£298.20
vii. SALC (Six Months Payroll)	£58.80
viii. Microsoft office Renewal (MUGA Account)	£135.36

g) To note Payments received since last meeting:

ix. None

h) To note Bank Balances as of 30<sup>th</sup> June 2021:

i. Barclays Bank (Current Account)	ftbc
ii. IBS (Tunstall Parish Council)	£6,446.82
iii. IBS (Tunstall Common Fund)	£57,872.20
iv. Natwest (MUGA Account)	£434.65

**11. Planning:**

a) To discuss and agree response to the following Applications received:

*There were none.*

**12. Multi-Use Games Area- Update from the MUGA Steering Group:**

a) To discuss and agree purchase of storage box for the MUGA

Cllr. Vince circulated a six monthly update to Councillors prior to the meeting, Cllr. Vince reported that the booking systems is working well and there are 74 residents who have joined as well as 17 non-residents and 5 regular group users.

The monthly income is averaging between £150 - £180.

There have been two complaints received, one to do with lighting which has been resolved and the second with the lack of toilet facilities, the Community Hall are aware of this and are looking into a solution. Cllr. Herring is happy to contribute £1500 to help cover the costs.

A mesh storage box for approximately £150 has been located for the tennis nets.

**13. To receive agenda items for next meeting and agree date of Next Meeting:**

Items to add to the next agenda:

- Items carried forward from this meeting.

The date of the next meeting was agreed for Thursday 13<sup>th</sup> January 2022, 7.00pm, in Tunstall Community Hall.

The meeting was closed at 9.05pm.

Chair's initials: .....

Signed: .....

Date: .....

Cllr. Karol Silovsky, Chair

Tiffany Pollock  
Clerk to Tunstall Parish Council

Chair's initials: .....