

Minutes of Tunstall Parish Council Meeting
Held on 6th May 2026 ~ Tunstall Community Hall

Members

Cllr. Karol Silovsky
Cllr. Oliver Morgan
Cllr. Neil Gilbert

Cllr. Kevin Ross
Cllr. John Denny
Cllr. Ben French

Cllr. David Broomfield
Cllr. Anna Spencer
Cllr. Lesley Cresswell

Present

Cllr. Karol Silovsky
Cllr. Kevin Ross
Cllr. Lesley Cresswell

Cllr. John Denny
Cllr. Ben French
Cllr. David Broomfield

Cllr. Neil Gilbert
Cllr. Lesley Cresswell

Tiffany Pollock (Clerk)
2 members of the public

1. To elect a Chair of the Parish Council and signing of the Declaration of Acceptance of Office

Cllr. Silovsky and Cllr. Broomfield indicated that they would be willing to stand as Chair of the Parish Council.

Councillors voted for both candidates, 1 x vote for Cllr. Broomfield and 5 x votes for Cllr. Silovsky, Cllr. Silovsky took the chair, this was proposed by Cllr. French and seconded by Cllr. Spencer.

2. To receive apologies for absence

Apologies had been received from Cllr. Morgan (holiday), these were accepted by all Councillors.

3. To receive any Declarations of Interest and any Applications for dispensation on Agenda Items (either pecuniary or non-pecuniary)

None.

4. To receive any Declarations of Gifts or Hospitality received over the value of £50.00

None.

5. Public Participation - To receive:

a) Reports or comment from any member of the public

A member of the public is frustrated that the Tunstall Emergency plan had still not been completed, the old plan is currently on the website and does not contain any useful information or telephone numbers. The member of the public highlighted that a review of the emergency plan was a requirement of the section 19 report from Suffolk County Council.

A member of the public stated that the minutes from the meeting dated the 20th November 2025 are incorrect and had been fabricated: item 4 a. public participation - *The member of public noted that signs had been installed on land near Tunstall Common stating that the land is owned by*

Chair's initials:

Tunstall Parish Council. It was confirmed that there had been an error in the boundary line for the sale of Pit Cottage, the boundary line has been corrected, and the land is in the process of being registered to Tunstall Parish Council. The member of public questioned whether this land would be an asset or liability for the Council.

The member of public wished to clarify the correction required to the minutes as they had asked if the land in question belonged to Tunstall Parish Council? Yes or No? And whether it was on the asset register, to which no-one could give an answer. At the time of raising this question, HM Land Registry stated otherwise.

Cllr. Gilbert advised that matters had escalated since the November meeting and that a working group has been appointed to establish the facts surrounding ownership of the land. Cllr. Gilbert briefly discussed that there is a lot of activity on Pit Cottage. Ownership had been corrected around the time of the auctions and the two executors of Mr John S. Miles had agreed to deed the land to Tunstall Parish Council. The transfer completed on 1st December 2025. Residents at the Common had previously brought to the attention of TPC that the area is believed to be part of the Common land, the track had also been used by residents to access a well and pump. Councillors explained that as custodians of the Common it is important to look after the interests of Tunstall and to protect the land. There is a concern that if the area was cleared further this may disturb tree roots and the land could become unstable. Similarly, the trees and cover on this bank of land are a habitat for wildlife.

A member of the public asked if the defibrillator is checked regularly and logged, the Clerk confirmed that it is checked monthly. New guidance has been given by NHS England for all cabinets to be unlocked, Cllr. Silovsky is able to create a label which would display the code. Councillors will discuss this at the next meeting.

Cllr. Silovsky stated that he had attended training for the emergency plan and that Cllr. Spencer and Cllr. Cresswell had also worked on reviewing the plan. Councillors briefly discussed including telephone numbers in the plan, the plan will be discussed and agreed imminently.

b) Reports from County and District Councillors

None.

6. To elect a Vice-Chair of the Parish Council and signing of the Declaration of Acceptance of Office

There were no candidates.

7. To appoint persons to the following offices

- a. **Responsible Finance Officer** – Clerk (proposed by Cllr. Gilbert, seconded by Cllr. Silovsky, all Councillors in agreement)
- b. **Footpaths Warden** – Cllr. Denny (proposed by Cllr. Gilbert, seconded by Cllr. Cresswell, all Councillors in agreement)
- c. **SALC Representative** – Clerk (proposed by Cllr. Silovsky, seconded by Cllr. Gilbert, all Councillors in agreement)

Chair's initials:

- d. **Internal Auditor** – Trevor Brown (proposed by Cllr. Silovsky, seconded by Cllr. Cresswell, all Councillors in agreement)
- e. **Community Hall Representative** – Cllr. Silovsky (proposed by Cllr. Spencer, seconded by Cllr. Cresswell, all Councillors in agreement)
- f. **Tree Warden** – Cllr. Ross (proposed by Cllr. Cresswell, seconded by Cllr. Silovsky, all Councillors in agreement)
- g. **Flooding** – This was deferred to the next meeting.
- h. **Highways** – Cllr. Cresswell and Cllr. Gilbert (proposed by Cllr. Silovsky, seconded by Cllr. Ross, all Councillors in agreement)

8. To remind all Councillors to review their Register of Member's Interests on the East Suffolk Council website

The Clerk will forward a link to all Councillors to review their information; it is the responsibility of Councillors to ensure that their information is up to date.

9. To confirm all Direct Debits and Standing orders presently set up for the Council

The Clerk confirmed that the only direct debit set up on the account is for the Information Commissioners Office.

10. To agree Minutes of meetings dated 19th February 2026 and 9th April 2026

Cllr. Broomfield accepted that items that are not on the agenda shouldn't be minuted.

Cllr. Gilbert proposed that the amended minutes from 19th February 2026 are accepted, this was seconded by Cllr. Ross and all Councillors were in agreement.

Cllr. French proposed that the minutes from 9th April 2026 are accepted as a true record of the meeting, this was seconded by Cllr. Gilbert and all Councillors were in agreement.

11. Tunstall Common/Forest

a. To receive an update from Cllr. Ross for Tunstall Common/Forest

No updates.

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

Cllr. Ross has spoken to a representative from Natural England who confirmed that the grant given to the Common fund is under the same umbrella as an agricultural policy (CAP). The money is granted for management of the Common, it is the responsibility of the Parish Council of what works are carried out and which contractors are used. Cllr. Ross works on the Common regularly free of charge but is aware that once trees become big enough, they will need to be cleared which will be costly, it is likely that the common will take a different shape in the future. Cllr. Ross also highlighted that grants

have been generous however this may change. Councillors agreed to seek written confirmation for using the building society interest from Natural England.

c. To receive an update for Pit Cottage

Cllr. Gilbert reported that further freedom of information requests have been received, after a lot of research a map has been found in the Suffolk County Council archives which suggested that the pit was common land. Also, that there is a statutory declaration dated June 1974 from a lady who bought part of the pit in August 1962 which confirmed that at the time of the purchase, the track nor the south bank, were within their title. However, this does not change the current legal situation.

Cllr. French has considered the legal position and believes that the requests have been slanderous and inappropriate. It was agreed that once responses had been given to the current requests under FOI, Cllr. Ross should speak with the solicitor acting for the owner and set out his own legal view on the matter.

12. To discuss and consider suggestions for making Tunstall prettier

This was deferred to the next meeting.

13. Highways

a. To receive an update for ongoing flooding issues

Cllr. Broomfield reported that highways is awaiting agreement from one landowner at Kings Arms Yard before moving onto the next stage of planning. Highways have requested a meeting to discuss road closures to ensure these are minimised, they have suggested that they may use the bus stop for storage.

Cllr. Broomfield confirmed that works at the Common are now complete, highways have been asked to ensure that the soakaway is maintained and if a slight groove could be installed.

Highways have written to a landowner on School Road to request if they are able to use the large ditch to assist with flooding.

It has been confirmed that there is no current budget available for works to be carried out at the Blaxhall Church Road junction. There has been a suggestion from highways to raise the level of the road for water to run towards the drains on Tunstall Green. However as yet there are no designs for this.

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

Cllr. Broomfield is aware that there is an increase of traffic in Tunstall and believes that a case needs to be built to prove traffic volumes and speeding. There needs to be a traffic survey which needs to be actioned. Speedwatch may also be able to assist.

Cllr. Cresswell will be meeting with residents from the Snape Maltings end of Tunstall this week, Cllr. Cresswell has been to Blythburgh who have similar traffic issues. Woodbridge Road should also be considered for a speed restriction.

c. To receive an update for Speedwatch including locations

Locations have been assessed by the police and training for the Speedwatch team will be taking place on 13th May.

14. Planning:

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

None.

b. Any other applications forthcoming or planning matters:

There were none.

15. To review and discuss Action Log

This was deferred to the next meeting.

16. Recreation Ground/Community Hall

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

This was deferred to the next meeting.

17. To receive an update for East Suffolk Planning Alliance

This was deferred to the next meeting.

18. Finance Matters:

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

This was deferred to the next meeting.

Cllr. French suggested that the community pulls together to assist one another and the Parish Council with funds.

A Trustee of the Community Hall stated that funds from the hall cannot be used for the Parish Council, the costs of the hall break even, and the hall is a charity.

Cllr. Broomfield stated that the precept increase will be used upon the Clerks wage increase. The budget was not considered when the Council increased the Clerks hours and therefore the deficit is a self-made problem.

Cllr. Cresswell suggested if the Parish Council could fundraise, this will be on the next agenda.

b) To authorise the following Invoices for Payment:

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| i. Suffolk County Council pension fund (backdated) | £1,328.26 |
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Chair's initials:

ii. Pear Space (website)	£120.00
iii. SALC (subscription)	£292.61
iv. HMRC	£34.04
v. LGS Pension (March)	£109.48

Cllr. Silovsky proposed the payments for the above invoices; this was seconded by Cllr. Gilbert and all Councillors were in agreement.

Councillors to confirm funding source for backdated pension.

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 31st March 2026:

i. Lloyds Bank (Current Account) £6,957.37

ii. Suffolk Building Society (Tunstall Parish Council) £2,090.24

iii. Suffolk Building Society (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**

This was deferred to the next meeting.

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

The next meeting date will take place on 4th June 2026 at 6pm in the Community Hall.

Items to add to the next agenda:

- Items from this meeting.
- Interest from the Common account.
- Fundraising

Meeting closed at 9.12pm.

Signed:
Cllr. Karol Silovsky, Chair

Date:

Chair's initials:

Tiffany Pollock

Clerk to Tunstall Parish Council