

Minutes of Tunstall Parish Council Meeting
Held on 12th August 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. Anna Spencer
Cllr. Lesley Cresswell
Cllr. Neil Gilbert

Cllr. Karol Silovsky
Cllr. Kevin Ross
Cllr. Ben French

Cllr. David Broomfield
Cllr. John Denny

3 members of the public

Tiffany Pollock - Clerk

1. To receive apologies for absence

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

Apologies had also been received from Cllr. Ewart (County Councillor) and Cllr. Wilson (District Councillor).

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

Cllr. Silovsky declared that he is a member of St Michael's PCC as well as a Trustee of Tunstall Community Hall.

Cllr. Ross and Cllr. Denny declared that they are neighbours of Forest Cottage, agenda item 9 e.

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

None.

4. Public Participation - To receive:

a) Reports or comment from any member of the public

The following statement was read by a member of the public:

'My daughter is the owner and resident of Forest Cottage and has been since 2014. She is here today to make claim of her track area opposite her cottage which has been mis-claimed by the Parish Council in 1980/1990 when the council registered the common. I know there had been mistakes of land registration as the person who registered the land mistakenly included other people land in the common and they can back her up on this.

Chair's initials:

She has had uninterrupted use of the land since 2014 without a challenge to the use being made by anyone. When purchasing the property it was intimated by a number of the previous owners that this piece of land and the garage/store that sat on it was solely for the use of Forest Cottage and come members of the village can verify this. The garage and piece of land are shown on land registry documents stretching back a considerable number of years and despite the garage being demolished in 2018 when a tree fell on it and she resurfaced the area there are still items of construction that show building works where evident.

The track that services both Forest Cottage and White Cottage is not included as a right of way on local plans and therefore serves only as access to these two cottages and has the drainage, water supply and electricity supply running below the surface to serve both cottages. It is also the only access to the piece of land she is claiming.

The existing flood lagoon lies some 20 plus feet away from the end of the land in question and surrounded by a security fence preventing access by the public. Since living here to her knowledge, the lagoon and road drainage gullies that serve it have never been maintained properly or cleared. This problem was rectified after storm Babet flooding when the County Council dredged out the lagoon making it larger and cleaning out and doing works to the road gullies that serve it.

The County Council commissioned a report in 2025 regarding the flooding that took place during storm Babet to both Tunstall Village and Tunstall Common. Various recommendations were made regarding future mitigation of flooding to these areas should another storm similar to Babet occur. The County Council have already implemented some of these recommendations, but the remaining ones are up to the landowners to act on. These seem to be the reinstatement of the drainage ditches to the fields to the North, East and South of the crossroads. At no point is it recommended that further works are required to provide an additional catchment lagoon next to the existing one.

My daughter moved to the common because of the uniqueness of the hamlet, the abundance of wildlife and the fact that the property was shielded from the road by a natural vegetation barrier. The whole community banded together to prevent the village being changed when it was proposed to erect bungalows on land near the Baptist Chapel. The removal of any vegetation and tress from the centre of the hamlet would change the aspect of the hamlet forever. The population should come together to prevent this.

It is a fact of life water always goes downhill and it is unfortunate that Pit Cottage may be liable to some form of flooding in the future should another storm Babet occur as it is the lowest part of the hamlet. It hasn't helped that large areas of the existing vegetation and trees have been removed and large areas of land around the house have been made into hard standing building a new lagoon will not alleviate the possible flooding problem to this property, only change the appearance of the hamlet.

I am assuming that members have read the flood report prepared by Suffolk County Council and the recommendations it contains and that they have also been in contact with Natural England who are responsible for our landscape and the Suffolk County Council to have the proposed alteration to the landscape approved.

Lastly – Forest Cottage is on the agenda for tonight's meeting, I have no idea why, nobody has discussed with me prior to this meeting what this is about.'

Chair's initials:

Cllr. Silovsky thanked the member of the public for their report.

Cllr. Broomfield opened the land registry details online for Councillors to view, the details online displays that the land in question is registered to Tunstall Parish Council. Cllr. Ross highlighted that unfortunately when Tunstall Common was originally registered by Tunstall Parish Council, errors were made and various compartments of private land had been incorrectly registered.

Cllr. French offered to look at the deeds for the property with regards to the land.

b) Reports from County or District Councillors

A report from Cllr. Wilson had been received and was circulated to all Councillors, it has been uploaded on the Tunstall website.

5. To discuss and consider joining the Neighbourhood Watch Scheme

Cllr. Gilbert reminded Councillors of the presentation from the neighbourhood watch scheme. Councillors felt that it would be worthwhile for the village to join the scheme, Cllr. Gilbert indicated that he would be willing to become the co-ordinator. This was proposed by Cllr. Silovsky and seconded by Cllr. French, all Councillors were in agreement.

6. To agree Minutes of meetings dated 17th June and 7th July 2026

Cllr. Spencer proposed that the minutes from 17th June 2026 are accepted as a true record of the meeting, this was seconded by Cllr. Gilbert and all Councillors were in agreement.

Cllr. Gilbert proposed that the minutes of the minutes from 7th July 2026 are accepted as a true record of the meeting, this was seconded by Cllr. Broomfield and all Councillors were in agreement.

7. Highways

a) To receive an update for ongoing flooding issues

Cllr. Broomfield stated that there is an ongoing battle with highways with regards to the signage for the road closure on Woodbridge Road, however the barrier has been moved to Ivy Lodge Road. Cllr. Broomfield will be meeting with highways on Tuesday.

Highways have agreed to solve the flooding on School Road, however this has not been budgeted, there is also no design or drawing.

Cllr. Gilbert briefly discussed an upcoming event on Bentwaters Parks and the diversion route, Cllr. Gilbert will email Cllr. Broomfield.

b) To discuss and consider proposal at the triangle on Tunstall Common to alleviate flooding risk

Cllr. Broomfield has had general discussions with regards to the proposal at the triangle on Tunstall Common. People didn't want a soakaway but were happy with grips to be installed. Cllr. Broomfield asked for this item (7 b.) be removed from the agenda.

Chair's initials:

After a brief discussion Councillors felt that simple grips should be installed, Cllr. Ross indicated that he would be willing to oversee this, Cllr. Ross will monitor when this will be carried out due to trees being under stress due to recent heatwaves.

Before implementation Councillors agreed that this should be referred to the residents of the common, a work party will be assembled to assist with the digging.

This was proposed by Cllr. Gilbert and seconded by Cllr. Spencer. Cllr. Gilbert and Cllr. Morgan will communicate this to residents at Tunstall Common.

Action: Cllr. Ross, Cllr. Gilbert and Cllr. Morgan

c) To receive an update for highways issues, including proposals for signage and speed reduction for the B1069

Cllr. Cresswell has met with Cllr. Ewart and an officer from Highways, unfortunately Highways have confirmed that the criteria for a speed reduction on the B1069 has not been met. Highways have suggested signage for Snape Road, Cllr. Ewart is hopeful that funding may be available. Cllr. Broomfield reminded Councillors that Cllr. Ewart had previously agreed to fund signs for the junction of Snape Road and Orford Road.

Cllr. Cresswell reported that the post box on the crossroads of Mill Lane had been hit by an HGV. Insurance details have been passed onto highways for replacement posts and reflectors.

d) To receive an update for Speedwatch

Cllr. Denny reported that the first Speedwatch had been a success, this had taken place on Ashe Road with cars approaching Tunstall. Out of 75 cars, only 2 cars had been reported over the limit.

A member of public advised the council that sticky back sheets could be purchased to place over existing 'tired' signs. Cllr. Cresswell agreed to investigate this.

Action: Cllr. Cresswell

8. Finance Matters:

a) To receive Accounts as of 31st July 2026

The accounts had been circulated to all Councillors prior to the meeting, Cllr. Silovsky proposed that the accounts were accepted, this was seconded by Cllr. Spencer and all Councillors were in agreement.

b) To discuss and consider budget 2026/27

Cllr. Silovsky reminded Councillors that caution needed to be taken with spending, elections will be taking place next year and if 9 or more candidates stood for parish councillors a parish election would need to take place. This is a very costly process for councils and something the Parish Council needs to be aware of for the budget of 2027/28.

Cllr. Silovsky will discuss the suggestion of requesting support from the Community Hall for the costs of grass cutting and the play area inspections. Cllr. Silovsky offered assurance that nothing had been agreed with regards to any funding and that any suggestions would need

Chair's initials:

to be discussed and fully considered by both the Parish Council and the Community Hall Trustees.

Action: Cllr. Silovsky

c) To discuss and consider audit process

The clerk explained that the auditor produces an internal audit report which is shared to all Councillors and is also uploaded to the website. All recommendations are listed within the report.

d) To authorise the following invoices for payments:

- i. Pear Space (website Gov.uk domain registration/renewal & 20GB Mailbox) £180.00

Cllr. Silovsky proposed that payment should be made for the above invoice, this was seconded by Cllr. Spencer and all Councillors were in agreement.

e) To note payments made since last meeting:

i. T Pollock (Clerks salary July)	£608.55
ii. Suffolk County Council pension fund	£109.48
iii. Bank charges	£4.25
iv. Information commissioner's office	£47.00

f) To note payments received since last meeting:

None

g) To note bank balances as of 31st July 2026

Lloyds Bank (current account)	£1,722.25
Suffolk Building Society (Tunstall Parish Council)	£2,090.24
Suffolk Building Society (Tunstall Common)	£99,553.00

9. Tunstall Common/Forest

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

With the recent wildfire at Dunwich Heath Cllr. Ross believes that areas of Common land will be under review. Heather is a concern as this causes fires to travel fast and often covers larger areas. There have been 2 fires this year from campers having foil BBQ's and not extinguishing them fully. Cllr. Ross advised that the first thinning will need to be carried out in the near future.

b) To receive an update and discuss using building society interest from the Common fund.

Councillors briefly discussed the Tunstall Common fund, Cllr. Broomfield noted that the stewardship agreement is out of date. Cllr. Ross explained that the agreement rolls over as long as the maintenance continues to be carried out.

Cllr. Ross is continuing to carry out works on Tunstall Common, which is often free of charge, there have also been voluntary work parties organised by Natural Landscapes.

Chair's initials:

Cllr. Ross stated that funds will need to be used for upcoming works on the Common for thinning and bracken control, which will be more costly due to the chemical ban.

Councillors have seen a message from Natural England in regard to the use of Common funds. For the sake of good order, Councillors felt that they required full assurance that the funds from the interest can be used. The clerk and Cllr. Gilbert will draft a letter to Natural England requesting clear guidance.

Action: Cllr. Gilbert and Clerk

c) To receive an update for Pit Cottage

Cllr. Gilbert reported that he and Cllr. French had met with the owner's acting solicitor; there is a great deal of historic information being obtained and further investigations are required before the future of the land can be considered in detail by the Parish Council.

Cllr Gilbert continues with investigations into the history of The Pit and advised that the land had not been included in the sale pack of the Campsea Ashe Estate back in 1949. Cllr. Ross believes that the surveyors who advised land registry hadn't considered historic facts nor contacted the Council and local residents.

d) To discuss wildfire risk in Tunstall

Cllr. Ross has been in touch with East Suffolk with regards to free signage for Tunstall Common for camping, wildfires and fly tipping.

Councillors agreed that wildfire risk should be highlighted in the next bulletin, Cllr. Cresswell will forward this to the clerk.

Action: Cllr. Cresswell

e) To discuss Forest Cottage

This was discussed during item 4 a.

10. To receive a report for the Tunstall questionnaire including response from East Suffolk Council

Cllr. Gilbert confirmed that the report from the responses received from the Tunstall questionnaire had been sent to East Suffolk Council.

Feedback from the questionnaire will be shared with residents via the bulletin and on the Tunstall website.

11. To discuss and consider suggestions for making Tunstall prettier

No further update.

12. Planning

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

- **DC/26/2436/EIA – Proposal: EIA Screening Opinion – Request for Environmental Impact Assessment (EIA) Screening Opinion for an outline planning application with all matters reserved (apart from access into the site) for up to 150 dwellings, including 8 no self/custom build dwellings, a local centre, car parking, landscaped open space incorporating sustainable drainage features, associated infrastructure and the provision of**

Chair's initials:

allotments and community orchard. Site address: Land North Of, Redwald Road, Rendlesham, Suffolk

Comments: Councillors are concerned by the number of proposed dwellings and that any further development could begin to creep towards Tunstall. Councillors also expressed their concerns that this development would be made on a greenfield site.

Conclusion: Object (for the above reasons) – Proposed by Cllr. Gilbert and seconded by Cllr. Cresswell, all Councillors were in agreement.

- **DC/26/2442/VOC – Proposal: Variation of Condition No. 2 of DC/16/3159/FUL – Improvements to existing flood defences comprising: a mix of hard and soft engineering works which will raise, renew or replace existing flood defence structures and affecting buildings and structures within the curtilage of a listed building; replacement of ground floor windows to the east elevation of the concert hall – Revised Flood Defence Improvements. Site address: Snape Maltings, Snape Bridge, Tunstall, Suffolk, IP17 1SR**
- **No Objections** – Proposed by Cllr. Spencer, seconded by Cllr. Silovsky, all Councillors were in agreement.

b. Any other applications forthcoming or planning matters

There were none.

Cllr. Silovsky declared that the Standing Orders were suspended to allow for the remaining agenda items to be discussed, all Councillors were in agreement

13. To review and discuss Action Log

- **Draft letter for Forestry Commission and MP raising concerns of diseased trees – No further update, Councillors agreed to close this item.**
- **Review and update of Community Emergency Plan – agenda item 16**
- **Tunstall Plan – Councillors agreed to close this item.**
- **Contact Cllr. Reid to request assistance for signs at Snape Road junction - Cllr. Broomfield reported that Cllr. Ewart agreed to pay for the signs.**
- **Land claim at Tunstall Common – agenda item 9 c.**
- **Alternative funding source for bulletin – To be discussed at the next meeting.**
- **Community Speedwatch – agenda item 7 d.**
- **Highways wish list of works – agenda item 7 c.**

14. Recreation Ground/Community Hall:

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

No update.

15. To receive an update for East Suffolk Planning Alliance

No update.

Chair's initials:

16. Documentation – to review and accept where appropriate:

- LGA Model Councillor code of conduct
- Community emergency plan
- Asset and Responsibilities Register

The asset and responsibilities register will be reviewed by Cllr. Silovsky, Cllr. Spencer and Cllr. French prior to the next meeting.

Cllr. Spencer explained that East Suffolk Council had confirmed that we would be covered by District or County Council insurance if they instructed the parish council to activate the emergency plan.

Cllr. Spencer also advised that SALC had suggested that the published Emergency plan has telephone numbers redacted due to GDPR and that an operational version is kept by the co-ordinators.

Councillors voted for a redacted version of the plan to be published – 6 votes and 1 Councillors abstained from voting.

The plan (without telephone numbers) will be published on the Tunstall website.

Exclusion of the press and public from this item by virtue of Public Bodies (Admissions to Meetings) Act 1960 s1 (2) because of the confidential nature of the matter to be discussed.

17. To appoint 2-3 Councillors to form a complaints panel with delegated authority

3 Councillors elected.

Re-entry of Press and Public

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

- Items from this agenda.

The next meeting will take place on 22nd October at 6pm in the Community Hall.

Meeting closed at 8.36pm.

Signed:

Cllr. Karol Silovsky, Chairman

Date:

Tiffany Pollock

Clerk to Tunstall Parish Council

Chair's initials: