

TUDDENHAM ST MARY PARISH COUNCIL

Minutes of the Meeting of Tuddenham St Mary Parish Council
Held via Zoom, on Monday 18th January 2021 at 7:30pm

Minutes

Present: Cllr. Claire Unwin, Cllr. Nicola Sutherland & Cllr. Mark Fitzjohn

Also Present: Cllr. Brian Harvey (WSC), Robert Gray (Umbrella/Quiet Lanes), Owen Wilson (Manorial Fund), Darren Baugh (Icklingham PC) & 5 members of the Public.

1. **Apologies:** Cllr. Andrew Long & Cllr. Karen Soons. The Clerk was unable to attend due to ill health.
Notes: constitution was double checked by Cllr. Fitzjohn, as only 3 councillors are present. 3 is the minimum number, so the meeting is confirmed as quorate.
2. **Declaration of members' interest:** None declared.
3. **Update on Councillor Vacancies:** The Clerk has confirmed that the vacancy that arose following Rona Burt's resignation, will have to be filled via Election, which will take place in May 2021; the second vacancy that arose following the resignation of John Kendall is able to be filled by co-option. Two applicants for the vacancy have been received and Co-option has been set for the March meeting.
4. **Reports from outside bodies:**
 - i. Cllr. Colin Noble, SCC - apologies sent "Parish Newsletter" sent in Colin's absence.
 - ii. Cllr. Brian Harvey, WSC - report given (see attached report **Appendix 1**). Cllr. Harvey mentioned the draft local plan, which is out for consultation now, and needs to be commented on asap if not already.
5. **Approve minutes of council meeting held on 2nd November 2020:**
Resolved 21/01/5.01
Minutes approved, Proposed by Cllr. Sutherland, seconded by Cllr. Unwin. To be signed by the Chairman after the meeting.
6. **Highways Matters:**
 - i. Update on Outstanding Highways Matters;
 - Update on Temple Bridge – No Update
 - Update on High St/Higham Rd road issues - Vicky emailed Ben Cook for any updates or confirmed works start dates, awaiting response.
 - Highway gates - No update since November. Vicky is waiting for details of Karen Soons contact in Highways that she spoke with in September 2020.
 - ii. VAS data report;

Spring 2021 for new post installation. Rob Gray noted that new posts will need installing for the Quiet Lanes signage, worth rolling them into one job?

- iii. Quiet Lane Scheme; Presentation by Rob Gray (available to view on the Pc website).

Resolved 21/01/6.01

Agreed unanimously for Rob to carry this forward (proposed by Cllr. Sutherland & seconded by Cllr. Fitzjohn).

7. Planning Matters:

- i. Update on quarry applications;
Went to Development & Regulation Committee at WSC on 17th December – SCC/0063/20F was approved with conditions, SCC/0064/20F was approved with conditions, SCC/0075/20F was approved with conditions on 17/12/20.

8. Councillor and community reports:

- i. Village Hall committee;
Sale still going through, no updates.
- ii. Playing field committee;
Next meeting has been moved to 26th January 2021, Cllr. Sutherland will attend and report back at the next PC meeting. The Clerk still needs list of trees that need attention on the field, waiting on TPFMC.
- iii. The Green - Community Fibre Partnership;
They will start works in February 2021, and have internal deadline of 15th July for the works to be completed.

9. Parish Matters:

- i. Trees on the Green Maintenance Schedule;
Phase 1 complete. Cllr. Sutherland noted there are still high overhanging branches over her garden. Phase 2 to take place next financial year.
- ii. Village Litter Pick;
Litter picking supplies seem to be missing from the village hall. Claire has emailed West Suffolk Council to ask for some litter picking kits, and will keep Amanda Spence updated.
- iii. Discuss Update on Low-flying planes Update;
With a new Commander at the base, the Clerk has asked the Community Liaison Officer to pass our concerns to the new Commander. Awaiting their response.

10. Correspondence:

No correspondence received.

11. Finance and Policies:

- i. Parish Council Bank Reconciliation from List of Payments/Receipts;
The Payments and receipts were scrutinised and approved. The Lloyds account balance was confirmed as £27,365.02 as of 31st December 2020.

Resolved 21/01/11.01

That the Bank balances and reconciliation of payments & receipts be received and adopted as such. Proposed by Cllr. Sutherland, seconded by Cllr. Fitzjohn. To be signed by the Chairman after the meeting.

- ii. Parish Council Account Cheques for signing and approval;

Resolved 21/01/11.02

It was agreed to approve the payments of the following outstanding invoices and the cheques were approved and signed by Cllr. A. Long & Cllr. C. Unwin after the meeting.

Tilbrook's	Grass cutting, nettles play area & Phase 1 Green Tree Works	001050	£4730.10
CAS	Website fee	001051	£60.00
Mrs V Bright	Postage & mileage, Printer/Laminator contribution & backdated pay rise	001052	£170.36

- iii. Projected Budget 2021/22;

Resolved 21/01/11.03

Reviewed and adopted. Proposed by Cllr. Sutherland, seconded by Cllr. Fitzjohn. To be signed by Chairman after the meeting.

- iv. Precept figure 2021/22;

It was agreed to adopt Option 3.

Resolved 21/01/11.04

It was agreed to submit a precept request of £12255.00, a 0% increase adopted. Proposed by Cllr. Sutherland, seconded by Cllr. Fitzjohn. To be signed after the meeting by the Chairman and Clerk. Clerk to submit to WSC.

12. Next meeting confirmed for 15th March 2021 at 7:30pm, Venue to be confirmed.

Actions:

Cllr. Unwin to get printed copy of PC application forms to Megan Evans this week.

Check with Vicky Re: local plan – has this been done? Do we need to consult?

Chase Cllr. Karen Soons Re: number for contact for Highway gates.

Nicky to update the Clerk after TPFMC meeting, on which trees need works on the field.

Ask Tilbrook's to look at branches overhanging the gardens.

Cllr. Unwin to organise getting WSC litter picking kits to Amanda Spence.

Signed: *Andrew Long*

Date: 15th March 2021