

TUDDENHAM ST MARY PARISH COUNCIL

Chairman: Councillor Claire Unwin

Clerk: Tina Newell

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Councillors: You are hereby summoned and members of the press and public you are hereby invited to attend an extra ordinary meeting of the Parish Council on **Monday 18 September 2023 in Tuddenham Village Hall** from 7.00pm to consider the items set out below.

Any person who may find difficulty in access to the meeting is asked to contact the Clerk at least 24 hours before the meeting so that every effort can be made to provide access.

AGENDARJ

1.	Councillors to appoint a meeting Clerk.
2.	Apologies for absence: <ul style="list-style-type: none">a. Councillors to receive apologies for absence.b. Councillors to vote on acceptance to apologies for absence.
3.	Declarations of Interest: To receive any Councillors interests in subsequent agenda items: <i>(members are reminded of their responsibility to declare any interest in respect of any matter contained or brought up in this meeting in accordance with the Councils Code of Conduct)</i> : To consider requests for dispensation.
4.	Dispensations: To receive and consider any requests for dispensations.
5.	Minutes of previous meeting: To consider, approve and sign the minutes of the last Parish Council meeting held on 3 July 2023.
6.	Public Forum: <ul style="list-style-type: none">a. To receive a report from the District Councillor including an update on the mobile phone signal, waste bins (large enough to take all waste), Speed Indicator Device (SID) and funding for the war memorial refurbishment.b. To receive a report from the County Councillor to include any update on on the safety improvement works on the A11 between Red Lodge and Fiveways roundabout.c. To receive comments or questions from members of the public.
7.	Planning: <ul style="list-style-type: none">a. To receive and consider the following planning applications made to the District Council relating to the Parish since the last meeting:

	<ul style="list-style-type: none"> I. DC/23/1269/PIP Permission in principle – five dwellings (following removal of existing nursery/garden centre) Land at 3 High Street, Tuddenham. II. DC/23/1275/VAR Planning application variation of condition 2 of DC/20/1412/FUL to allow use of amended plans for two storey building for workshop and storage facility with office space on the first floor (following demolition of existing agriculture steel frame shelter) Office at Nethercroft Farm, Sandy Drove, Tuddenham. III. DC/23/1195/HH Householder planning application – raise pitch of garage roof 2 Chapel Lane, Tuddenham IP28 6SP <ul style="list-style-type: none"> b. Councillors to receive an update and consider any further response to the following planning application relating to the Parish: SCC/0102/21F - Quarry extension SCC. c. Councillors to note planning determinations relating to the Parish since the last meeting: DC/23/0810/HH Mulberry Cottage, 15 High Street, Tuddenham WSC: Approved PC: No comment/no objection. d. To consider a request to demolish and erect a new block store to the rear of the bowls club under permitted development rights.
<p>8.</p>	<p>Finance (all supporting papers appended:</p> <ul style="list-style-type: none"> a. To receive and approve the finance report for the year ended 31 March 2023. b. To receive and approve the finance report for the period ended 31 August 2023 including: <ul style="list-style-type: none"> I. Bank reconciliation II. Budget to actual payments and receipts III. Reserves IV. Assets c. Councillors to note receipts since the last meeting d. Councillors to approve payments. e. To consider quotations for the renewal of insurance, due 18.10.2023. f. To consider purchasing a poppy wreath for presenting at the Remembrance service. g. Councillors to receive quotations to refurbish the Tuddenham Village sign.

	<p>h. Councilors to consider setting up Parish Council official email addresses i.e. parishclerk@tuddenham-pc.gov.uk at a cost of £213.75 paid every two years.</p>
9.	<p>Governance:</p> <p>a. To agree adoption of the Local Government Association Model Councillor Code of Conduct.</p> <p>b. To review the Parish Councils policies and procedures and consider any amendments.</p> <p>c. To review the Parish Councils Standing Orders and make amendments as required.</p> <p>d. To review the Parish Councils Financial Regulations and consider any amendments.</p> <p>e. To note the redeclaration of compliance with the Pensions regulator.</p> <p>f. The Chairman to receive an Emergency Continuity Plan.</p> <p>g. To receive and adopt the Internal Audit report for the year ended 31.03.2023.</p> <p>h. To consider and approve the completion of the Annual Governance (section one) for the year ended 31.03.2023 as per the Annual Governance and Accountability Return (AGAR).</p> <p>i. To consider and approve the Accounting Statements (section two) for the year ended 31.03.2023 as transposed on the AGAR.</p> <p>j. To agree the dates for the public inspection of the accounts.</p>
10.	<p>War Memorial: To receive an update on funding from the War Memorial Trust to refurbish the lettering on the 90 Squadron Memorial sited on The Green.</p>
11.	<p>Playing field:</p> <p>a. To receive an update on a drain blockage which causes the road to be flooded at the entrance to the playing field.</p> <p>b. To receive the monthly play inspection report and consider any action.</p> <p>c. To receive a report from the Playing field committee.</p> <p>d. To consider the relocation on one litter bin due to its lack of use.</p> <p>e. To consider an extension to the play area to include picnic benches.</p> <p>f. To confirm the wording on a new Playing Field Safety notice.</p> <p>g. To consider a planning enforcement notice on the large tower structure in the play area and consider options which are:</p> <p style="padding-left: 40px;">I. to apply for retrospective permission or</p> <p style="padding-left: 40px;">II. to reduce the height of the structure.</p>

12.	<p>Road safety:</p> <ul style="list-style-type: none"> I. To receive an update on the new sign for which poles have been received. II. To receive an update on the Pole Tube speed survey and consider any further action required. III. To receive an update on the replacement bollards at the Higham Road junction. IV. To receive an update on the campaign '20s plenty' and consider any further action. V. To consider further action regarding the safety improvement works on the A11 between Red Lodge and Fiveways roundabout.
13.	<p>Street Lighting:</p> <ul style="list-style-type: none"> I. To receive an update on the audit of street lights including confirmation of ownership. II. To receive an update on funding to replacing lanterns to LED.
14.	<p>Correspondence: Councillors to note any correspondence previously circulated and consider any action required including a loan of the Thermal Imaging Camera.</p>
15.	<p>Working Together: To agree a list of organisation or groups to make contact with and consider a format and timetable.</p>
16.	<p>Councillors to agree dates for forthcoming meetings.</p>
17.	<p>Councillors to note any items for inclusion in a future meeting: An update on a Teams meeting being held with Matt Hancock on 25 September 2023 to discuss the proposed changes on the A11.</p>
18.	<p>To resolve that under the Public Bodies (Admission to Meetings) Act 1960 the public and press are excluded from the meeting due to the confidential nature of the business to be discussed: Employment of permanent Parish Clerk and Responsible Financial Officer and the future of a Parish amenity</p>
19.	<p>To consider the appointment of a permanent Parish Clerk and Responsible Financial Officer.</p>
20.	<p>Councillors to consider the future of a local public amenity.</p>
21.	<p>Councillors to resolve to allow press and public to re-enter the meeting.</p>
22.	<p>Chairman to close the meeting.</p>

Tina Newell

Tina Newell | Locum Clerk to Tuddenham Parish Council

12 September 2023