


# TUDDENHAM ST MARY PARISH COUNCIL

**Chairman:** Councillor Claire Unwin  
**Clerk:** Tina Newell  
25 Shakespeare Road,  
Stowmarket,  
Suffolk. IP14 1TU.

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**Councillors:** You are hereby summoned and members of the press and public you are invited to attend a meeting of Tuddenham Parish Council **on Thursday 4 January 2024 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.

## AGENDA

1.	<b>Apologies for absence:</b> <ul style="list-style-type: none"><li>a. Councillors to receive apologies for absence.</li><li>b. Councillors to vote on acceptance to apologies for absence.</li></ul>
2.	<b>Declarations of Interest:</b> To receive any Councillors interests in subsequent agenda items.
3.	<b>Dispensations:</b> To receive and consider any requests for dispensations.
4.	<b>Minutes of previous meeting:</b> To consider, approve and sign the minutes of the last Parish Council meeting held on 7 December 2023.
5.	<b>Public Forum:</b> <ul style="list-style-type: none"><li>a. To receive a report from David Taylor as District Councillor including updates the stone curlew working group.</li><li>b. To receive a report from Colin Noble, County Councillor.</li><li>c. To receive comments or questions from members of the public.</li></ul>
6.	<b>Planning:</b> <ul style="list-style-type: none"><li>a. Councillors to consider the following planning applications made to the District Council relating to the Parish since the last meeting:<ul style="list-style-type: none"><li>I. DC/23/1991/FUL One single fixed cricket practice net Playing Field, Cricket Club, The Green, Tuddenham IP28 6SB</li><li>II. NMA(A)22/0554 Non material amendment to DC/22/0554/FUL to allow re-positioning of two rear dormers, change in pitch of rear roof place, removal of ground floor side window and addition of roof lantern to rear flat roof. Tuddenham Village Hall, High Street, Tuddenham IP28 6SA.</li></ul></li></ul>

	<ul style="list-style-type: none"> <li>III. DC/23/1968/FUL retention of ti-pi tent for a further temporary period of 3 years Tuddenham Mill, High Street, Tuddenham IP28 6SQ</li> <li>IV. DC/23/1955/HH Single and two storey rear extensions Mulberry Cottage, 15 High Street, Tuddeham IP28 6SQ.</li> <li>b. Councillors to receive an update on planning application SCC/0102/21F Cavenham Quarry, Marstons Pit, Cavenham Heath.</li> <li>c. To receive an update on the erection of the new storage facility for the Bowls Club.</li> <li>d. To receive an update on the registration of land known as 'The Playing Field'.</li> </ul>
7.	<p><b>Finance</b> (all supporting papers appended):</p> <ul style="list-style-type: none"> <li>a. To receive and approve the finance report for the year ended 31 December 2023: <ul style="list-style-type: none"> <li>I. Bank reconciliation</li> <li>II. Budget to actual payments and receipts</li> <li>III. Reserves</li> </ul> </li> <li>b. Councillors to note receipts since the last meeting.</li> <li>c. Councillors to approve payments.</li> <li>d. Councillors to note West Suffolk Council has confirmed receipt of the Precept request for 2024/25 for £15,070.00.</li> <li>e. Councillors to receive an update on the amendment to the Lloyds bank mandate.</li> <li>f. Councillors to consider a quote from Artisan Structures to carry out repair work to the play equipment.</li> <li>g. Councillors to receive a quote for the supply of one large litter bin to take both litter and dog waste and consider the annual revenue costs for its emptying.</li> <li>h. Councillors to consider a quote for £914.17 from Suffolk County Council to replace missing streetlight 15 on Higham Road and repair unit 18 on The Green (requires a new column + LED lantern ) at £1,497.04.</li> <li>i. Councillors to receive a quote for one village hall directional sign from SCC (cost unknown at the time of the agenda).</li> <li>j. Councillors to consider an increase in cost to repair the wall on the entrance to the playing field.</li> </ul>

8.	<p><b>Governance:</b></p> <ul style="list-style-type: none"> <li>a. Councillors to agree the Internal Audit Plan.</li> <li>b. To receive and consider the Clerks recommendation for the appointment of an Internal Auditor for the year ending 31 March 2024.</li> <li>c. To agree for the Clerk to issue the letter of appointment to the chosen Internal Auditor.</li> <li>d. Councillors to appoint a Councillor/s to review the Councils Internal Control Statement for reporting back to full Council at the March 2024 meeting.</li> <li>e. Councillors to appoint a Councillor/s to review the risk assessments and to bring recommendations to the March 2024 meeting.</li> </ul>
9.	<p><b>Playing field:</b></p> <ul style="list-style-type: none"> <li>a. To receive the monthly play inspection report and consider any action.</li> <li>b. To note quotes and grants are still being sought to allow the safety fencing enclosing the play area to be replaced.</li> <li>c. To receive an update on the repair to the entrance wall.</li> <li>d. To note the Playing Field Committee have been asked to give quarterly reports.</li> </ul>
10.	<p><b>Road safety:</b></p> <ul style="list-style-type: none"> <li>a. To receive an update on the replacement 'Tuddenham' sign.</li> <li>b. Councillors to note the speed pole surveys will be in place from February 2024.</li> <li>c. Councillors to receive an update on the purchase of the Speed Indicator Device.</li> <li>d. To receive an update on the proposed closures of the A11 gaps.</li> <li>e. Councillors to receive an update on the '20's plenty' campaign.</li> </ul>
11.	<p><b>Village Hall:</b> To receive an update on the two directional tourist signs.</p>
12.	<p><b>Mobile Phone Signal:</b> Councillors to receive an update on the progression of a reliable phone signal.</p>
13.	<p><b>Grounds maintenance:</b> Councillors to consider the grounds maintenance requirements for the forthcoming season.</p>
14.	<p><b>Flooding:</b> Councillors to receive a report from the working party and consider any action required as a result.</p>

15.	<b>Correspondence:</b> Councillors to note any correspondence previously circulated and consider any action required.
16.	<b>Working Together:</b> To consider the format for the next Parish Council working together event.
17.	<b>Councillors to note any items for inclusion in a future meeting.</b>
18.	<b>Councillors to note the date of the next meeting is scheduled for 14 March 2024.</b>
19.	<b>Chairman to close the meeting.</b>

*Tina Newell*

Tina Newell | Clerk to Tuddenham Parish Council

28 December 2023