


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 hereby invited to attend an extra ordinary meeting of the Parish Council on **Thursday 16 November 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.

AGENDA

1.	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.
2.	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.
3.	Dispensations: To receive and consider any requests for dispensations.
4.	Minutes of previous meeting: To consider, approve and sign the minutes of the last Parish Council meeting held on 12 October 2023.
5.	Public Forum: <ul style="list-style-type: none">a. To receive a report from the District Councillor including updates on mobile phone signal, stone curlew working group, an update on litter and dog waste bins and a meeting with the land agent on an advertised development on land off Cherry Hill.b. To receive a report from the County Councillor to include updates on on the safety improvement works on the A11 between Red Lodge and Fiveways roundabout and on the white line markings along Higham Road.c. To receive comments or questions from members of the public.
6.	Planning: <ul style="list-style-type: none">a. Councillors to note there have been no planning applications made to the District Council relating to the Parish since the last meeting.

	<ul style="list-style-type: none"> b. Councillors to note. planning determinations relating to the Parish since the last meeting including: DC/23/1271/HH Abbey Cottage, Higham Road, Tuddenham WSC: GRANTED. TPC: Did not consider c. To receive an update on the erection of a new storage facility at the Bowls Club. d. To receive an update on the boundary of the land known as The Playing Field and consider any further action. e. To receive an update on the recent planning enforcement.
7.	<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 October 2023. <ul style="list-style-type: none"> I. Bank reconciliation II. Budget to actual payments and receipts III. Reserves IV. Assets b. Councillors to note receipts since the last meeting. c. Councillors to approve payments. d. Councilors to receive an update on the Lloyds bank mandate. e. To note the insurance has been renewed for the 2023/24 term. f. To consider purchasing a laptop for use by the Clerk at a cost of £691 plus £99 for the software. g. To receive a first draft budget for 2024/25.
8.	<p>Governance:</p> <ul style="list-style-type: none"> a. Councilors to note all official Parish Council email addresses have been set up and all correspondance is being sent and received from/to these addresses. b. The Chairman to receive an Emergency Continuity Plan. c. Councillors to receive an update on the Limited Assurance Review (external audit) for period ended 31 03 2023.
9.	<p>The Green:</p> <ul style="list-style-type: none"> a. To receive an update on the application for funding from the War Memorial Trust. b. Councilors to receive a quote for a sign to be erected on the Green requesting drivers turn off engines when waiting.
10.	<p>Playing field:</p>

	<ul style="list-style-type: none"> a. To receive an update on a formal contract from SCC to confirm maintenance of drain on entrance to playing field. a. To receive the monthly play inspection report and consider any action. b. To receive a quotation to replace the safety fencing enclosing the play area. c. To consider an initial plan for an extension to the play area. d. To consider ordering two signs for the play area from Polstead Press at a cost of £80.00 each. e. To receive a quote to repair the wall on entry to the playing field from a local contractor for £450.00. f. To consider ordering two brown directional tourist signs. g. To receive a report from the playing field committee.
11.	<p>Road safety:</p> <ul style="list-style-type: none"> a. To receive an update on the new entrance sign 'Tuddenham' for which poles have been received. b. To receive an update on the Pole Tube speed survey. c. Councillors to receive an update on the safety test of the bridge near Tuddenham Mill. d. To receive a quotation from Westcotec to supply one Speed Indicator Device at a net cost of £4,474.00. e. To consider the format of a meeting to be held on 29 November 2023 with the head of planning and operations at National Highways regarding the proposed closure of central reservation gaps on the A11.
12.	<p>Village Hall: To receive a report from the village hall committee.</p>
13.	<p>Street Lighting: To receive a quote for the replacement of street light lamps to LED considering the timing of the lights and agree to proceed with a grant application from West Suffolk Council.</p>
14.	<p>Mobile Phone Signal: Councillors to receive an update on the progression of a reliable phone signal.</p>
15.	<p>Grounds maintenance: Councilors to consider the grounds maintenance requirements for the forthcoming season.</p>
16.	<p>Flooding: Councilors to discuss the cause and the impact of the recent flooding and discuss any further actions the Parish Council can take.</p>
17.	<p>Correspondence: Councillors to note any correspondence previously circulated and consider any action required.</p>

18.	Working Together: To receive an update on the Christmas village event.
19.	Councillors to note any items for inclusion in a future meeting:
20.	Chairman to close the meeting.

Tina Newell

Tina Newell | Clerk to Tuddenham Parish Council

10 November 2023