

# TUDDENHAM PARISH COUNCIL

Chairman: John Hellard  
Clerk: Tina Newell  
Meadow View, Oak Farm Lane  
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**All Parish Councillors:** You are hereby summoned, and members of the press and public you are hereby invited, to attend a meeting of Tuddenham Parish Council on Thursday 26 September 2024 in the meeting room at the Village Hall, Tuddenham St Mary from 7.00pm to consider the items set out below.

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

The Council will record this meeting when the public and press are not lawfully excluded; anyone speaking at the meeting will have deemed too given consent to being recorded. The recording will be deleted when the minutes for the meeting are signed as a true record.

## AGENDA

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| 1. | <b>Apologies for absence:</b> <ul style="list-style-type: none"><li>a. Councillors to receive any apologies for absence.</li><li>b. Councillors to vote on acceptance to apologies for absence.</li></ul>   |
| 2. | <b>Co-option:</b> Councillors to consider applications and co-opt one Councillor.   |
| 3. | <b>Declarations of Interest and Dispensation considerations</b> (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): <ul style="list-style-type: none"><li>a. To receive any Councillors Interests in subsequent agenda items.</li><li>b. To consider any requests for dispensations.</li></ul> |
| 4. | <b>Minutes of previous meeting:</b> Councillors to agree the minutes of the Parish Council meeting held on 18 July 2024.  |
| 5. | <b>Public Forum:</b> <ul style="list-style-type: none"><li>a. To receive a report from Colin Noble, County Councillor including an update on the white lines along Higham Road and the siting of the 'Tuddenham' sign</li><li>b. To receive a report from David Taylor, District 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 note there have been no planning applications made to the District Council relating to the Parish since the last meeting:</li></ul>  |

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|    | <p>b. Councillors to note the following decision made by West Suffolk Council on applications relating to Tuddenham since the last meeting:</p> <p style="padding-left: 40px;">I. DC/24/0745/HH 29 Cavenham Road, Tuddenham IP28 6SE<br/>WSC: APPROVED TPC: Supported</p> <p>c. Councillors to receive an update on planning application DC/23/1968FUL Tuddenham Mill retention of tipi on a permanent basis.</p>   |
| 7. | <p><b>Finance (all supporting papers appended):</b></p> <p>a. To receive and approve the finance report for the period ended 31 August 2024:</p> <p style="padding-left: 40px;">I. Bank reconciliations<br/>II. Budget to actual payments and receipts<br/>III. Reserves<br/>IV. Assets</p> <p>b. Councillors to note receipts since the last meeting.</p> <p>c. Councillors to approve payments to be made by internet banking, unless otherwise stated, and ratify any payments made since the last meeting.</p> <p>d. Councillors to note there have been no receipts for the war memorial restoration.</p> <p>e. Councillors to note the bank mandate has yet to be updated.</p> <p>f. Councillors to agree to renew the insurance.</p> <p>g. To consider a request from the Cricket Club for the Parish Council to purchase cricket nets at a cost of £19,840 plus VAT noting the Cricket Club have offered to give a grant towards this cost.</p> <p>h. To consider if a new poppy wreath is required at a cost of £20.</p> |
| 8. | <p><b>Governance:</b></p> <p>a. To appoint a Councillor/s to review the Parish Councils risk assessments and policies and procedures.</p> <p>b. Councillors to receive and note the completion of the limited assurance review for the year ended 31st March 2024.</p> <p>c. Councillors to receive confirmation that in accordance with legislation the Clerk has advertised the conclusion of audit for the year ending 31st March 2024.</p>  |
| 9. | <p><b>Playing field:</b></p> <p>a. To receive the regular informal play equipment check list report.</p> <p>b. To note the entrance wall to the playing field has been hit and consider action required noting a local contractor has quoted £1,560 plus VAT to repair.</p>   |

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|     | <ul style="list-style-type: none"> <li>c. To appoint a Councillor to represent the Parish Council on the Playing Field Committee.</li> <li>d. To note the working party have received a copy of the lease and the current insurance certificate from the playing field committee and consider any action.</li> <li>e. To consider the next step in the play equipment extension.</li> </ul>  |
| 10. | <p><b>Road safety:</b></p> <ul style="list-style-type: none"> <li>a. To receive an update on the request for a zebra crossing.</li> <li>b. To confirm where the replacement Tuddenham sign on entrance to the village from Mildenhall will be erected.</li> <li>c. To receive confirmation on who is responsible for the faulty drain covers on The High Street and what can be done to have these replaced.</li> <li>d. To confirm when work to clear the drain on the entrance to the Playing field will commence.</li> <li>e. To receive an update on the replacement street lamp lanterns to LED.</li> <li>f. Councillors to consider action to ensure lorries are not able to mount the pavement along Canvenham Road.</li> <li>g. To receive an update on the placing of a picket fence around the Parish sign on entry to the village from Cavenham.</li> </ul> |
| 11. | <p><b>Mobile Phone Signal:</b> To note TN has not received any response to the email sent to Chris Bryant the Minister of State (Department for Science, Innovation and Technology) and Nick Timothy Member of Parliament for West Suffolk and consider further action.</p>  |
| 12. | <p><b>Village Sign:</b></p>  |
| 13. | <p><b>Community Emergency Plan (CEP):</b> To receive an update on the plan.</p>  |
| 14. | <p><b>Flooding and Drainage:</b> To receive an update from the working party.</p>  |
| 15. | <p><b>Community Engagement:</b> Councillors to consider a date to exchange ideas and experiences with neighbouring Parish Councils.</p>  |
| 16. | <p><b>Training:</b> To consider a date and location for the previously agreed in house training noting the Parish is represented by a full Parish Council.</p>   |
| 17. | <p><b>Correspondence:</b> Councillors to note any correspondence previously circulated and consider any action required.</p>   |
| 18. | <p><b>Councillors to note any items for inclusion in a future meeting:</b> consider replacing all bins to multi purpose, update on land registration.</p>  |

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| 19. | To note the dates of the next meeting as 24 October 2024.   |
| 20. | Councillors are asked to resolve that that under the Public Bodies (Admission to Meetings) Act 1960 the public and press be excluded from the meeting due to the confidential nature of the business to be discussed: Employment. |
| 21. | Councillors to note the resignation of TN.  |
| 22. | Councillors to agree the appointment of a new Parish Clerk.   |
| 23. | Chairman to close the meeting.  |

**Tina**

Tina Newell | Clerk to Tuddenham Parish Council

20 September 2024.