

**TUDDENHAM ST MARY PARISH COUNCIL**

**Chairman: Mark Dunnnett**

**Vice Chair: Angela Davidson**

Clerk: Kim Burt

52 High Street

Tuddenham IP28 6SA

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**MINUTES OF THE TUDDENHAM ST MARY PARISH COUNCIL MEETING HELD IN  
TUDDENHAM VILLAGE HALL ON THURSDAY 13<sup>TH</sup> FEBRUARY @ 7. OOPM**

**ATTENDEES**

**Parish Councillors: Mark Dunnnett, Angela Davidson, Gunnar Staaf, Malcolm Keeble,  
Joanne Keeble,**

**Others in attendance: Kim Burt, Parish Clerk**

**Ten members of the Public in Attendance**

**TUDDENHAM ST MARY VILLAGE HALL MAIN HALL**

**Before the Meeting due to the resignation of John Hellard, the Chairman thanked him  
for his time and support to the Parish Council**

**130225/1**

**Apologies for absence**

Apologies were received from Cllr Burt

Councillors in attendance accepted the Apologies for Absence of Cllr Burt

**130225/2**

**Declarations of Interest and Dispensation considerations**

None were received from Councillors in Attendance

**130225/3**

**Minutes of previous meeting**

The Minutes were not accepted by full Council and the Chairman did not sign

**Action** – The Chairman will be sent an update copy of the minutes, and will duly sign once satisfied with the information included

**130225/4**

**Matters Arising**

It was duly noted that the extension of the playing ground was not in the minutes regarding this being deferred, there was no indication on the actual recording of the meeting reflecting this

**Action** – this has been noted for further reference to minutes

### **130225/5**

#### **Public Forum**

- A. A member of the public questioned why there was no information that was given from Cllr Taylor and Noble were not in the Minutes
- B. Members of the public stated that they could not download the Agenda from the Website. This could be an issue with security settings
- C. Rachel Brittan reported re the Southern Boundary wall that has collapsed and whether it would be considered for a grant from the Parish Councils towards the cost of the repair  
An email was sent to Full Council
- D. Rachel Brittain also said that in June 2024 the Parish Council agreed to pay £500 for maintenance and the Church was informed that all minutes were checked, and no information was found
- E. A member of the Public asked that Mill house homes were thanked for the donation of the weights for the Christmas tree and the artificial grass, and that this was being stored at James Unwin farm
- F. A resident of the village suggested that the PC support a scheme for TUDDENHAM ST MARY GOOD NEIGHBOUR SCHEME  
There was a scheme during COVID 19, which worked well, this would be used for any resident that is unable to collect medication, shopping, vet appointments or general help. An article is to be placed in the next issue of the Umbrella to gain interest in this. and possibly be established in the village for the benefit of the residents
- G. An email was received from a resident re the HGV using Cherry Hill as a cut through to the A11 to the Quarry in Cavenham Road. There is a weight limit of 7.5 t. and with no passing places the road and verges are damaged.

### **130225/6**

Rev. Canon Chris Childs, Team Rector Forest Heath, addressed the Parish Council on his intentions for the Village.

The new vicar gave a brief outline of his association with the village and about the bell ringing in March.

Also, services will be happening twice a month instead of once a month  
Planning for afternoon services and should be supporting the community

**130225/7**

To receive a report from Cllr David Taylor, District Councillor. No attendance and no apologies sent, and no report received

**130225/8**

To receive a report from Cllr Colin Noble, County Councillor. No attendance and no apologies sent, and no report received

**130225/9**

**Planning**

Planning Application DC/25/0077/HH

Glebe House, High Street, Tuddenham, Suffolk, IP28 6SQ

The above Planning application was fully supported by the Councilors in attendance. No site visit required.

**Action** – Parish Clerk to update the Planning Website for Tuddenham Parish Council as consultees, that this is fully supported by the Parish Council

**Resolved**

**130225/10**

**Finance (all supporting papers appended)**

Community Account

£12,565.07

Instant account £6889. Which includes Reserves £5000

All outstanding invoices have been paid to all organisations

Schedule of payments as follows, these have been approved for payment

**SCHEDULE OF PAYMENTS FEBRUARY 2025**

<b>INVOICE NUMBER</b>	<b>PAYEE</b>	<b>AMOUNT</b>	<b>DATE</b>
TPC/001/02/25	PRINTER INK	£35.69	13/02/25
TPC/002/02/25	HALL HIRE	£40.00	13/02/25
TPC/003/02/25	DM TREE	£354	13/02/25
TPC/003402/25	HALL HIRE	£22.50	13/02/25

	TOTAL	£452.19	

Compensation for £75 was paid into the Community account for wrong information given and the delay in the changeover of the accounts

It was approved that all finances will go to a subcommittee for payments etc.  
This will enable the Full Council to have discussions in future Parish Council Meetings

**Resolved**

**130225/11**

**Governance**

Policies and Procedures to be updated

To be added to Standing orders, that Training is made mandatory for all Councilors

**130225/12**

**Village Hall**

Cllr Davidson advised that the Village Hall committee questioned the lateness of the payments

**Information** – Parish Clerk did inform the Village Hall that due to no access to the Bank accounts, these would be delayed

As of today, all payments have been made

It was also reported of not keeping to our timings

**Information** – Parish Clerk did inform the Council that an agreement was with the Village Hall committee that an email would be sent to the Treasurer, and give the timings of actual use of the Village Hall to be able to produce an actual invoice for payment

**130225/13**

**Playing field**

In the absence of Cllr Burt, a report was read out by the Parish Clerk

Main points as follows

Donation to Playing field for a yearly maintenance cost to be discussed at the Financial Meeting and be approved by the Full council

A request from the Playing Field Committee for a donation from the Parish Council for the refurbishment of the Pavilion. This is to be taken to the Finance Committee to be discussed and taken to Full council for Approval

Costs are £15,037.00, funds on account at present are £13,000.00 but still leave a deficit

New Sanitary Ware

Extend boys toilets

Replace flooring in away teams changing rooms

Home Changing rooms need a full refurbishment

Other issues

Ditch filling up with water again,

**Action** – To chase this up again with SCC

Any update on Play Area extension. – deferred TFN

#### **130225/14**

##### **Village Fete**

This was discussed at length, and it was determined that this was not viable at this time and that it should be deferred till next year when a working party would be formed between all local organisations to work together

#### **130225/15**

##### **Trees**

6 people were interested and there were 11 trees

**Motion** – To offer to each of the 6 already interested parties one tree each and readvertise the remaining 6 to be readvertised via Umbrella and FB

**Action** – To add additional residents interested in acquiring a tree to the spreadsheet

#### **130225/16**

##### **Road safety**

Data from the SID this information has been sent to the local MP

Re 130225/5/G – This was discussed under Road Safety and the Full Council decided to NFA, this has been discussed with Cllr Noble at length in a previous meeting

#### **130225/17**

##### **Village Sign**

This will be done in spring due to the wrong time of year

**30225/18**

**Community Emergency Plan (CEP)**

Cllrs Jo and Malcom Keeble met with Tarik Foley; Emergency Planning Officer for West Suffolk; to discuss what would be required in a CEP. Tarik was very helpful and pointed out that Tuddenham really needed a Resilience Plan that could be used for the village to support itself in the event of an area-wide disaster, such as major fire, flood, etc.; that would mean help from County Council or main emergency services was not available.

A new template was provided along with information for the village residents to have a family emergency plan in place. Now there is a District Emergency Plan in place, further assistance can be provided

This could include Jayne Neal idea of the list of contacts for help

**130225/19**

**Community Engagement**

**Action** – Parish Clerk to contact local Parish Council to arrange a meeting

**130225/20**

**WW1 War Memorial**

Awaiting quotes coming in

**130225/21**

**Flag Flying**

**Unresolved**

**130225/22**

**Asset list update**

Asset list in Progress of being updated

Clerks Mobile phone (from previous clerks)

**Action** – Parish Clerk to see if the phone can be changed

Streetlights has been returned to Higham Road, and it is now on the asset list again

**130225/23**

**Quotes for work**

3 quotes for the electric cables from the box to tree area

**Action** – Parish clerk to acquire 3 quotes for work to be carried out

**130225/24**

**Grass cutting**

It was agreed that Tilbrook's will complete the work this year, with two cuts free of charge in the Churchyard

**Carried unanimously**

**Future Action** – Parish clerk to acquire 3 quotes for grass cutting for next year to include cuts in Churchyard

**130226/25**

**Bin Replacement**

Deferred to March Meeting

**+130225/26**

**Training**

Councilors have completed some training which included Cllr Basics and Finance

**130225/27**

**Correspondence**

No correspondence received

**130225/28**

Councilors to note any items for inclusion in a future meeting.

**Work Experience**

**Action** - Parish Clerk to contact Ruskin to verify his course work and how this work experience would benefit his marks on his course work

**130225/29**

Councilors to note the date of the next meeting 20<sup>th</sup> March 2025.

The Public and the Press were asked to leave due to the Confidentiality of the next part of the meeting and is not to be recorded for Minutes

The Parish clerk was also asked to leave the meeting

**130225/30**

**Clerk Employment**

It was discussed at Full Council regarding the Clerk's probation period, and this was reviewed, and it was decided that there would be no further extension.

**Motion** - To confirm that the Clerk had passed the probation period and was confirmed in the role of Tuddenham Parish Council Clerk and RFO on a permanent basis

**Action** – Cllr Davidson Vice Chair to prepare a confirmation letter for the Chair to issue.

**Resolved**

**130225/31**

Chairman to close the meeting. 2200hrs



**Signed:**

**Name: Mark Dunnett**

**Chairman Tuddenham St Mary Parish Council**

**Dated 20th March 2025**