

TUDDENHAM ST MARY PARISH COUNCIL

Chairman: Mark Dunnett

Vice Chair: Angela Davidson

Clerk: Kim Burt

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**MINUTES FOR TUDDENHAM ST MARY PARISH COUNCIL MEETING HELD ON
THURSDAY 20th MARCH
7PM**

TUDDENHAM ST MARY VILLAGE HALL MAIN HALL

ATTENDEES

**Parish Councillors: Mark Dunnett, Angela Davidson, Gunnar Staaf, Malcolm Keeble,
Joanne Keeble, James Phillips**

District Councillor Daid Taylor

Others in attendance: Kim Burt, Parish Clerk

Four members of the Public in Attendance

Before the Meeting started the Chairman welcomed everyone to the meeting

As James Phillips was unable to make the start of the meeting, the chairman started the meeting, and would continue till he arrived to be able to be co opted on, James entered the meeting at 19.20 hrs

200325/1

Co - Option of New Parish Councillor/Councillors

James Phillips was the only candidate, and after a brief description of his background he was duly voted onto Tuddenham St Mary Parish Council

Carried unanimously

The chairman asked Cllr Phillips to join the Council and Cllr Phillips duly signed the Acceptance of Office, and this was signed by the Chairman and Proper officer of the Parish Council

200325/2 Apologies for absence

Full Council in Attendance.

200325/3

Minutes of previous meeting

The minute were not accepted as there was some information missing re the Playground area, this has been added and subsequently, the Chairman has signed the minutes, and they have been published under **130225/3**

200325/4

Matters Arising

Please see above

200325/5

Declarations of Interest and Dispensation considerations

No Declaration were received

200325/6

Public Forum

The allocated time is 15 minutes.

A Resident pointed out the following

a. Concerns about The Green

Re the blocked drains and the Resident had a meeting with a Highways manager from SCC , regarding the water coming off the residents' driveways, and his concerns are as follows
Is that The Green could get flooded. The Manager has suggested that a letter is sent to the residents from the PC

Action – A site visit to be held to speak about the issue with regarding the flooding

b. A resident spoke about the driveway / track at the back of the old council houses on the High Street , this is an Unadopted road, this is not the responsibility for the PC. The PC will help with writing a letter to the Quarry if required

The resident questioned the responsibilities of the PC, and it was stated that the PC looks after public areas and land that's owned by the PC

c. The Ditch on the Playing Fields is the responsibility of the PC,

Action – Parish Clerk to arrange for a meeting to enable to the PC to discuss the issues that have occurred over the last few years

200325/7

Cllr Taylor attended the meeting

The Following main points were highlighted

It was agreed by the cabinet to put forward WSC's preferred option for a unitary authority.

The proposal is to go for three unitary councils, and this seems to be in line with Babergh and Mid Suffolk, Ipswich and East Suffolk. They will then operate under One Mayor

Re the Recycling for Glass and Cartons this will be going before Full Council

Commercial Food Waste has already started

This time next year households will be asked to separate their food waste for recycling with roadside collections, along with glass and cartons

200325/8

Cllr Noble sent his apologies, but no report was received.

200325/9

Planning

There were no formal Planning applications pertaining to Tuddenham St Mary Glebe house High Street Tuddenham Planning Application has been approved

Red Lodge are corresponding with Tuddenham St Mary Parish Council, and are advising the PC of any developments of the Planning Application DC/23/1577/OUT,

This was an initiative re the 5 VPT (Villages Prevention Trust) which included Tuddenham, Herringswell, Red Lodge Kentford and Kennet

This is regarding the Tuddenham WRC and the capacity to be able to take the sewage from the proposed new builds in Red Lodge, Anglian Water have been contacted by Red Lodge

Action – Parish Clerk to communicate with Parish Clerk at Red Lodge to see if any update is available

20032510

Finance (all supporting papers appended)

To include the allocation of Grants to local Committees requests for repairs and maintenance and Events for support from the Parish Council for Approval

Bank Reconciliations none received

Outgoings (not including Payments for Schedule) £4.25 Service Charge

Bank Balances

Community account as of 20th March £10978.29

Instant Account of 20th March £6904.71 5.29 interest

20032511

Schedule of payments to be approved

PAYMENTS FOR MARCH 2025				
INVOICE NUMBER	PAYEE	AMOUNT	DATE	REASON
TPC001/03/25	CLERK	£20.55	20/03/25	BOXES
TPC002/03/25	CLERK	£53.37	20/03/25	PRINTER INK
TPC003/03/25	CLERK	£17.99	20/03/25	PRINTER PAPER
TPC004/03/25	TN	£595.11	20/03/25	FINAL WAGES P45
TPC/005/03/25	CLERK	£350.24	20/03/25	WAGES
TPC/006/03/25	STREETLIGHTS ETC	N/A	20/03/25	N/A
TPC/007/03/25	VH HIRE COST	£70.00	20/03/25	HIRE OF HALL
TPC/008/03/25	CLERK	£78.00	20/03/25	UNDER PAYMENT
TPC//009/03/25	TN	£50.77	20/03/25	UNDER PAYMENT
TPC/010/03/25	SALC	£85.20	20/03/25	TRAINING

All Payments were approved, the Street light invoice was not available and will be added to the next schedule of payments for April, but this has been voted on for instant payment once the bill has been received **Approved by Full Council**

A resident queried about the gravel bags for the Playground at £120, it was approved by the full council for this to go ahead and an invoice produced for payment

20032512

Grants

GRANTS APPROVED BY FINANCE COMMITTEE			
REF NUMBER	VILLAGE ORGANISTRATION	AMOUNT	DATE RESOLVED
TPCG/001/25	PLAYING FIELDS ROOF ETC	£1500	20-Mar
TPCG/002/25	CHURCH WALL REPAIR	£1500	20-Mar
TPCG/003/25	BOWLS CLUB LAWN MOWER	£1500	20-Mar
TPCG/004/25	PLAYING FIELDS YEARLY	£500	20-Mar
TPCG/005/25	CHURCH ONE OFF PAYMENT	£500	20-Mar
TPCG/006/25	VE DAY S137 MRS RONA BURT	£100	20-Mar
	TOTAL	£5600	

The following were approved under the Motion

TPCG/001/25	PLAYING FIELDS ROOF ETC	£1500	20-Mar
TPCG/004/25	PLAYING FIELDS YEARLY	£500	20-Mar
TPCG/005/25	CHURCH ONE OFF PAYMENT	£500	20-Mar
TPCG/006/25	VE DAY S137 MRS RONA BURT	£100	20-Mar

The following have been put on hold till such time that the organisations have sourced additional funds

A representative from St Mary's Church was asking about the Money that was due to be paid to them re the repairs for the damage of a church wall of £1500 This was in principle **Carried unanimously - it was agreed to pay £1500**
Retract for Grant - to wait for the Church to raise the funds and come back to PC if they are unable to raise the funds required to carry out the work

Grant for one off payment of £500 towards maintenance
Approved - by Full Council

Noted - The approval for all payments were approved as per the true recording, and the spreadsheet was signed, this is a motion that was taken after this, and duly not voted on

TPCG/002/25	CHURCH WALL REPAIR	£1500	20-Mar
TPCG/003/25	BOWLS CLUB LAWN MOWER	£1500	20-Mar

Bowls Club - £1500 This was resolved by Full Council

Duly Retracted – £1500

Cllr Keeble informed the PC that with the £1500 they have been raised so far, £4026 with the Grant

It was agreed to withhold the money till such time more funding was made available /sourced by the Bowls Club

200325/13

VE Day - **Resolved** S137

200325/14

Bank Signatories - As Cllr Burt has resigned, and was a signatory on the bank account, Cllr Phillips will replace Cllr Burt - paperwork to be forwarded to Cllr Phillips

200325/15

Governance

All policies and procedures to be updated and uploaded for the Audit

Action – Parish Clerk to ensure that this is completed prior to the Audit

200325/16

Village Hall Report

The Village Hall is going to have a new website

Cllr Davidson is now a key holder for the VH

Bookings are going well

200325/17

Playing field Report

The extent of the damage to the roof was not as severe as previously stated

Installing more security cameras

New Cricket installation is about to take place funding in lace

Roofing repairs are in place

The Wall by the entrance to the Playing fields they are taking that forward via a Insurance claim

Fencing on the Play area, this is not up to standard and will need to be looked at

Cllr Dunnett will continue as the Representative of the Playing fields TFN

200325/18

Land Registry - to be deferred to a later date

Action – Parish Clerk to chase for an update

200325/19

Flooded Ditch – to be deferred to later date

Action – To contact SCC and arrange a site visit to determine what the issues are and the way forward

200325/20

Trees

The Parish Clerk stated that there were now 9 interested people for the trees

The spreadsheet will be sent over once the closing date has passed
Closing date is 31 March 2025

Three quotes have been asked for, to enable the Trees to be removed safely and ensure that no damage is done to the Trees in November or to the Residents fence in the process

Action – Parish Clerk to chase quotes

The donation of the Magnolia, to be planted in the Village

Accepted by Full Council

200325/21

Road safety

No report has been received from Local MP

Action – Parish Clerk to chase

20/20 and Speeding in the Village

Action – to investigate and ask the Community Police Office to attend a meeting and verify the correct information **an** email to be sent to another Parish Council, and ask for information about how they were able to secure the speed limit of 20mph

Action – email has been sent to Cllr Noble to ask for more information

Road Sweeping - to check on the road sweeping and contact the quarry

Action – Email to be sent to the Quarry and ask if they will be sweeping the roads in the Village as they have previously done

200325/22

Bins

Bins on The Green will be replaced in due course

A discussion was held about the Litter bin in the Play area, the Parish Clerk will ask if this can be moved to a better location

Action – Parish Clerk to send email and ask the possibility of moving the bin

A resident also asked if it was possible if the Bin at the end of their drive could be moved,

Action - Parish Clerk to email the department and put a request in to source the probability of this being achieved

1200325/23

Village Spring Clean

The Spring clean will take place on Saturday 5th April @ 10.30am at the Village Hall , the Parish Council will provide the refreshments

This will be advertised on the Parish Fb and other FB

Action – Parish Clerk to contact WSC for pickers and bags to be delivered and arrange the collection of all equipment and bags , which will be stored at the Village Hall

200325/24

Wreath Laying 8th May VE Day 10.45am The Green

This has been arranged for Thursday 8th May @ 10.45, and Rev Childs will lead this
A discussion was undertaken re new wreaths and it was decided to acquire to new wreaths for laying on the VE day on The Green

Action - Parish Clerk to contact Royal British Legion re Wreaths

A Flag has been sourced, and this will fly on the day and the event on Saturday 10th May for the VE day Celebrations

200325/25

Community Emergency Plan (CEP)

The Draft is nearly finished and will be sent out in due course

200325/26

Community Engagement

Emails have been sent out to surrounding Parish Councils, two replies have been received and are interested in participating in this

Action – Parish Clerk to confirm a date and availability of the Village Hall

200325/27

WW1 War Memorial

At the time of the meeting no quotes had been received

Action - Parish Clerk will contact new companies to see if any more quotes can be obtained

200325/28

Flag Flying

The following was agreed by Full Council of the schedule of Flag Flying on The Green

DATE	OCCASION	FLAG TO FLY
23RD APRIL	ST GEORGES DAY	ST GEORGES FLAG
8TH MAY	VE DAY 80TH ANNIVERSARY	FLAG TO BUY
15TH JUNE	KINGS OFFICIAL BIRTHDAY	UNION FLAG
4TH JULY	INDEPENDENCE DAY	STARS AND STRIPES
14TH AUGUST	VJ DAY 80TH ANNIVERSARY	UNION FLAG
9TH NOVEMBER	REMEMBRANCE SUNDAY	LEST WE FORGET
11TH NOVEMBER	REMEMBRANCE DAY	LEST WE FORGET

200325/29

3. Asset list update

To receive a update on the new list and if any amendments have been made, to be uploaded on to the website prior to the Audit

200325/30

24. Quotes for work

Following actions to be taken by the Parish Clerk

- a. To include quotes for the trees to be professionally removed to save the roots and not to cause any damage to the fences and neighbours' gardens and be secured safely
- b. Work for electricians on The Green - deferred till later in the Year
- c. Future quotes for Grass Cutting for next year - to be obtained

200325/31

Training

All training has been completed with the bookings

200325/32

26. Correspondence

No Correspondence received

200325/33

27. Councillors to note any items for inclusion in a future meeting.

Outcome – None received

200325/34

Councillors to note the date of the next meeting 17th April 2025.

200325/35

The members of the public were asked to leave the Public Forum as a discussion re the Clerk employment to be undertaken This is a Confidential matter and should not include the members of the Public Forum or any recording undertaken

200325/36

29. Clerk Employment

The Parish clerk asked for the following to be taken into consideration re the extra hours worked and for the future

27 hours Overtime – spreadsheet was produced to support this

Resolved - Approved

18 hours Holiday Pay – Parish Clerk was not informed of this, till 4th March and is now unable to take this in leave so requested for payment of Holiday pay

Resolved - Approved

It was discussed to increase the Parish Clerk hours to 15 till the AGM, where this will be reviewed, this is due to the Audit and AGM coming

Resolved – Approved

Cllr Davidson as the Staffing Committee will produce a letter to reflect the extra hours, for the Chairman to sign and sent to SALC for approval for payment of extra hours

200325/37

Chairman closed the meeting. @ 21.54 hrs.

Signed:

Print Name:

Appointment:

Dated 17 April 2025