

TUDDENHAM ST MARY PARISH COUNCIL

Chairman: Mark Dunnett

Vice Chair: Angela Davidson

Email: parishclerk@tuddenham-pc.gov.uk

Contact 07754 576656 <https://tuddenham-pc.gov.uk>

**MINUTES FOR TUDDENHAM ST MARY PARISH COUNCIL MEETING HELD ON
THURSDAY 16th OCTOBER 2025 @ 7PM
TUDDENHAM ST MARY VILLAGE HALL, MAIN HALL**

Attendees

- Parish Councillors: Mark Dunnett, Jo Keeble, Malcolm Keeble, Angela Davidson, Gunnar Staaf, James Phillips, Rachel Nouch (Co-opted at meeting)
- 6 members of the Public

161025/1. Apologies for Absence - None

161025/2. Co-option of Councillor

Two applications received for one casual vacancy; Rachel Nouch, Kim Burt.

Rachel Nouch was voted in unanimously. ACTION Cllr Phillips to arrange email account.

161025/3. Declarations of Interest & Dispensation Considerations - None

161025/4. Minutes of Previous Meeting: 17th July 2025 – Accepted

161025/5. Matters Arising – None

161025/6. Councillor Reports

Cllr David Taylor reported;

- 3 unitary proposal submitted. Mayor for Norfolk/Suffolk. Elections in May.
- Old NHS building in Bury to be demolished to build a trampoline park.
- A11 Corridor discussions ongoing about development sites and employment.
- Submit ideas for locality budget.
- Expansion of recycling hub in BSE to accommodate new recycling segregation.
- Planning now for new waste collection process.
- How best to serve rural bus services for the future being reviewed.

161025/7. Public Forum The following issues were raised:

- Feedback from Nick Timothy MP since his visit – can it be followed up.
- Concern over Jaynic development and impact to the village.

- Plan to restore the war memorial – K Burt still has the money from Lord of the Manor.
- Suggest others subscribe to Nick Timothy’s newsletter.
- Planting of daffodils on the Green – APPROVED.

161025/8. Planning - no current applications to review.

161026/9. Audit Findings

- Two extensions required due to not being prepared requiring external support.
- Finance Committee to review audit report and make recommendations.
- Councillors to support finalisation of outstanding policies.
- Identify where Alan Melton, locum clerk, can support.

161025/10. Finance

- Bank Mandate – Lloyds actioned within one week, old names removed and Cllr Phillips added
- Bank Balances - Community Account £21220.85, Commercial Account £2920.90
- Insurance Quote – Zurich quote lower by £290.00 – Chair moved to accept. Unanimously agreed. ACTION Cllr Phillips to confirm with Zurich. Cllr Davidson to inform CAS.
- Finance Committee meeting to be held 6th November in Sports Pavilion. Agenda; Audit findings and 26/27 Budget & Precept preparation. Aim to agree budget at November Council meeting. ACTION Cllr Keeble to prepare agenda by end of October.
- Schedule of Payments – approved. ACTION Cllr Phillips to make payments.

DATE OF INVOICE	INV REF	SUPPLIER	REASON	NET	VAT	GROSS	DUE DATE
Unpaid invoices being chased							
24-Apr-25	9557076	Suffolk Council	Street Lighting	298.49	59.69	358.18	15-May-25
15-May-25	30183	SALC	Training - Cllr Phillips	33.00	6.60	39.60	14-Jul-25
Invoices received since July meeting							
29-Jul-25		A Davidson	2 x VJ Wreaths from RBL			55.00	
30-Jul-25	1554	Tillbrooks Landscapes	Grass Cutting July 25	57.85	11.57	69.42	29-Aug-25
04-Aug-25		Alan Melton	Audit Consultancy & Locum Clerk Support			728.70	
30-Aug-25	1579	Tillbrooks Landscapes	Grass Cutting Aug 25	57.85	11.57	69.42	29-Sep-25
19-Sep-25	30399	SALC	Internal Audit Fee	230.00	46.00	276.00	18-Nov-25
24-Sep-25	42UC018-0001	Parish OnLine	New Website/Email Hosting	260.00	52.00	312.00	24-Oct-25
30-Sep-25	1607	Tillbrooks Landscapes	Grass Cutting Sep 25	57.85	11.57	69.42	30-Oct-25
30-Sep-25	30604	SALC	Payroll Services Apr to Sep 25	45.00	9.00	54.00	29-Nov-25
		Zurich Insurance	Annual Insurance			500.00	20-Oct-25
13-Oct-25	69420	Freethought	Monthly Email Hosting for Migration			3.85	Immediate
TOTALS				1040.04	208.00	2535.59	

161025/11. New Website

New website is live. Communicate once content is up to date.

161025/12. Highways

- Kerb by Reeve Close damaged – report on Council Portal ACTION Cllr Davidson
- Request for a mirror opposite Reeve Close to be replaced on the damaged lamppost– report on Council Portal Action Cllr Davidson.

- SID – ACTION request 2 further from Cllr Noble. Gary Cocksedge can no longer manage the SIDs. Cllr Staaf volunteered to take over. ACTION Cllr Staaf to arrange a handover.
- Request a review of footpaths, e.g. Higham Road, by Mill ACTION Contact Highways.

161025/13. Tree Allocation

Quote for tree removal approved. Date to be agreed. ACTION Cllr Staaf will inform recipients.

161025/14: Parish Council Administration

Correspondence

- Moulton Parish Council – invite to a meeting re speed but Cllrs unable to attend.
- Dance Club re PC Noticeboard – can use the external Village Hall noticeboard.
- RBL re November wreaths – ACTION Cllr Davidson to order 2 wreaths. Chair to contact Rev Childs re a service and fly Union flag 9-11th November.
- Flags – ACTION Chair to buy Suffolk County Flag and St Andrew’s saltire.

Outstanding Actions

- Cllrs to review list of actions not completed by previous Clerk to pick up individually.

Future Meeting Items

- Christmas Event – ACTIONS Need quotes for electric box. Check if Sports Pavilion can host as Village Hall is already booked on desired date of 7 Dec. Agree PC funding for an event and purchase of Christmas tree. Ask Robert Unwin to assist with erection.
- Playground Maintenance – bark required under swings. ACTION Cllr Phillips to obtain quotes.

210725/15: Clerk Employment

Vacancy not filled. Continue to advertise through other channels e.g. approach SLCC, advertise on Indeed, ask adjacent Parishes. ACTION Cllr Davidson

210725/16: Date of Next Meeting

Thursday 6th November 2025 - Finance Committee

Thursday 20th November 2025 – Parish Council Meeting

210725/17. End of Meeting

Chairman closed the meeting at 21:02.

Signed:



Chairman of the Council

Date: 20 November 2025

