

[Type here]

## **Tattingstone Parish Council**

**Minutes of Parish Council Meeting held on Monday 4<sup>th</sup> May 2020 at 7.30pm via Zoom.**

**Present: Cllr. D Wood, Cllr. A Mendel, Cllr. R Dearing, Cllr. Clarke, Cllr. S Page, Cllr. S Tweedy and D. Cllr. J Gould**

**Corona virus pandemic. Public notified of meeting via website, notice boards and Facebook. No requests were received to join the virtual meeting**

**1. Apologies for absence.**

Cllr Hawes, Cllr. S. Gipps

**2. Declaration of interest.**

N/A

**3. To consider requests for dispensation.**

N/A

**4. To approve, as accurate, minutes of meeting held on 6<sup>th</sup> April 2020 held virtually via Zoom. These had been circulated by email prior to the meeting and no amendments received.**

Proposed: Cllr. Tweedy

Seconded: Cllr. Mendel

Carried unanimously

**5. To receive Clerk's Report.**

- As one would expect, the number of emails received during the month has increased a great deal. The Clerk does try to answer or forward emails within 24 hours if possible
- Brown bin collections to restart 11th May 2020
- Received notification and details of use of children's playgrounds from our insurers during the pandemic. I have sent details to David Brown, playing field committee chair, to action.

[Type here]

- Circulated updates from SLCC. SALC, AONB and other organisations to councillors and if appropriate to Tattingstone Good Neighbours.
- Current consultation on Electoral Review will not now take place before July 2020 so implementation is pushed back to 2015
- Forwarded details of applications for a grant to TGN for Good neighbours work during Corvid 19 lockdown. They have applied for one. Any money not used will be returned.
- Advised resident on reporting pot holes on Church Road direct via SCC website.
- PKF Littlejohn [external Auditors] worried thousands of Parish Councils around the country by saying that Parish Council meetings still had to be held in person, not virtually, and public allowed to attend. NALC and SALC acted quickly to sort this out and Littlejohn only meant those very small villages which do not have a parish council but hold occasional parish meetings. Their communication was not clear and for a while the clerk was very worried that the council was in breach of the law.
- Village recorder sent the clerk several articles about Village Hall Centenary which have been put on both the website and, on the village, FaceBook page
- The clerk continues to put items of interest to villagers on the FaceBook page.
- The clerk put up poster from James Cartlidge MP as to how he can be contacted during pandemic
- The clerk has forwarded details about access of NHS hearing aid batteries to Good Neighbours team

## **6. To consider Matters arising from the minutes.**

All matters arising are covered by the agenda.

[Type here]

**7. To receive reports from District and County Councillors**

Attached to minutes

**8. To discuss, recommend, not recommend or update on Planning Applications:**

**DC/20/01625** - 1 Coxhall Cottages, Cox Hall Road, Tattingstone, Ipswich Suffolk IP9 2NP

Proposal: Full Planning Application - Change of use, conversion and extension of stables and workshop to form 1No dwelling

Location: 1 Coxhall Cottages, Cox Hall Road, Tattingstone, Ipswich Suffolk IP9 2NP

Details had been circulated to councillors.

This application will **not be recommended** on the following grounds.

- Development outside the village envelope
- Backfilling
- Inadequate access
- Overdevelopment of site, the new building is larger than the present property
- White Horse area is an Area of Protected Landscape.

*Cllr. D Clarke joined the Zoom meeting.*

**9. Correspondence requiring immediate discussion at the discretion of the chairman.**

None

**10. Finance: to consider and approve.**

- **Bank Balances:** not received by the date of the meeting
- **First tranche of precept received: £6210**

[Type here]

- **To approve payment :**
  - Clerk's wages and expenses: £271.96
  - S Paul [allotment rent]: £18
  - SALC [membership]: £258.63

Proposed: Cllr. Page  
Seconded: Cllr. Dearing  
Carried unanimously

Expenditure to date 2020/21 have been emailed to Council members prior to meeting.

- New arrangements for internal audit at SALC received. This will be done remotely and the RFO is preparing all the data to send off in the next couple of weeks. Some additional things will be put on the website so SALC can access them remotely.
- The RFO presented and explained the exemption certificate on AGAR form. This was agreed by council. The chairman would sign form and return to RFO for forwarding to Littlejohns.  
Proposed: Cllr. Clark  
Seconded: Cllr. Page  
Carried unanimously
- Asset register for 2019/20 was emailed to councillors prior to the meeting. This was agreed.  
Proposed: Cllr. Clark  
Seconded: Cllr.Mendel
- Draft accounts – these were emailed to councillors prior to the meeting. Questions raised were answered by RFO. These will form basis of internal Audit which the RFO will prepare and other sections of Agar forms will be circulated. Accounts accepted by Council

## **11.To consider matters relating to Village allotments**

- Clerk forwarded request for a village allotment to Cllr. Mendel, Chair of allotment committee.
- It was discovered that rental for the land on which the allotments stand had not been paid for 6 years. This is now expedited. [see item 10]
- A problem arose with plot 13 of the allotments, when a previous tenant returned after many years to cultivate it. The clerk forwarded all correspondence to the complaintive via registered post, the chairman of the Council and the chair of the allotments committee. These showed a history of non-payment of rent and a final letter terminating tenancy in 2017. Nothing more has been heard from the complaintive.
- Cllr. Mendel requested that money received from allotment tenants for rental of plots be ring fenced in Parish Accounts. She remembers it being discussed in the past. The clerk has looked at accounts and minutes from 1998 and this had not been recorded and annual accounts did not show the monies received as ring fenced. Cllr. Wood will ask previous clerk if she remembers. The allotments face a large bill for pest control and requested that some money be transferred to allotments to help pay for this as the allotments had contributed to parish funds for many years. It was proposed that £300 be sent to the allotments immediately, and that all rent from January 2021 be ring fenced in accounts for allotment use.
- Proposed: Cllr. Page
- Seconded: Cllr Wood

Carried with 1 abstention

## **12. To consider arrangements during continuing pandemic.**

The public liability of the Parish Council was considered and because of the continuing directive from the Government. The Council felt it was their duty to close bus shelters and to discourage the general public from sitting on public benches. It

was suggested these be taped off. Arrangements would be made if no further advice received from government.

### **13. To comment on any other urgent village matters.**

- The Chairman had received an email concerning caravans on the field by the White Horse public house. These had been there for a long time and had not arrived since the Corona virus lockdown had forbidden nights away from home.
- Alton Water remains closed. Many people were parking on the Clearway to access the footpaths and cycle track. Most of the footpaths are public rights of way and can still be walked but should not be used by cyclists. Anglian Water wardens were patrolling and police informed about parking on clearway.
- Bus 94: Suffolk County Council have reviewed the cost of this service and have come to the decision at the end of the present School Year they will be removing the present subsidy (which amounts to over a £1,000 per Week) meaning this service will cease. Students attending Suffolk One will be still be able to access transport as the Education Department are working with Suffolk Norse to re-configure present arrangements.
- Cllr. Tweedy put forward the idea of a community funded shop in the village. The village is now becoming more and more cut off. Many people do not have access to private cars and the village will have no public transport so access to all amenities is much reduced. Other neighbouring village community shops are well supported. The recent survey showed that a village shop was requested by many residents. A detailed feasibility study would be needed. This will be an agenda item next month so the item could be pursued further.
- A short Village information sheet from the Parish Council, delivered to every house in the village, was planned. This would be printed and councillors would each deliver in their local area. Cllr. Wood would write and the Clerk copy and then distribute to councillors.

[Type here]

### **Date of next meeting**

1<sup>st</sup> June 2020 via Zoom

### **20. Items for next agenda.**

Village shop

**The meeting ended at 21.00.**

**Signed minutes of previous Parish Council Meetings are available for inspection by contacting the clerk  
01473 327865, 07798 752147 or email: [tatt.pc@gmail.com](mailto:tatt.pc@gmail.com)**

## **Parish Report – May 2020**

### **Councillor**

*David Wood*

Triangle

Inswich Road



### **COVID-19 Update**

Latest Government advice is available here: [www.gov.uk/coronavirus](http://www.gov.uk/coronavirus)

Latest SCC information is available here: <https://www.suffolk.gov.uk/coronavirus-covid-19/>

[Virtual SCC meetings](#)

[Type here]

SCC will be holding some meetings virtually. If they are public meetings, they can still be attended by members of the public. The link to the virtual meeting will be included on the agenda for the meeting.

If meetings are cancelled, the Chief Executive will use her emergency powers to make any necessary decisions on behalf of the Cabinet/Council through the delegated decision-making process. Details of any decisions made will be published on the SCC website.

### Supply of PPE

Suffolk County Council are supplying emergency PPE to all primary care providers who are unable or struggling to source their own supplies.

More information on who is eligible to order PPE, and how to make an order, is available at: <https://www.suffolk.gov.uk/coronavirus-covid-19/suffolks-response/personal-protective-equipment-for-frontline-workers/>

Questions about ordering PPE should be sent to [PPE@suffolk.gov.uk](mailto:PPE@suffolk.gov.uk)

### Funding from Government

Suffolk County Council has received £34.7m from the government to help with the council's coronavirus response.

However, the council is currently forecasting that the financial impact of the crisis will be at least £56m (due to both extra expenditure and lost income) by the end of March 2021, and so more support from the government will be needed.

## **Street closures to protect walkers/cyclists exercising outdoors**

My group are encouraging Suffolk County Council to close roads that are used by residents to get their daily exercise, to ensure that walkers/cyclists can exercise safely and maintain social distancing.

The county council have indicated that they are willing to consider these closures and have already closed Ipswich Waterfront to through-traffic for 3 weeks.

If you have suggestions for roads that could benefit from a temporary closure, please let me know and I will pass it on to the Cabinet Member.

## **Delay to review of Suffolk County Council boundaries**

The Boundary Commission have announced that they will be delaying their review of Suffolk County Council's electoral arrangements and division boundaries. The Commission was due to publish their

[Type here]

draft recommendations and consult on them in May-July 2020, with the intention of implementing the new electoral arrangements (including a reduction in councillor numbers) at the 2021 local elections.

Given the delay to the consultation on draft recommendations, the new arrangements will now not be implemented until 2025.

### **Cost of post-16 Home to School transport increases by £90**

Plans to increase post-16 school transport were approved by the Chief Executive using delegated decision-making powers, because the Cabinet were unable to meet.

The cost of mainstream post-16 school transport has been increased by £90, whilst the cost of post-16 transport for SEND students has increased by £30. This is despite the fact that a consultation on the proposed increase indicated that 75% of parents who responded felt that the increase would have an impact on them.

If families are concerned about their ability to pay for school transport, they can apply for the 16-19 Bursary Fund which is managed by post-16 provisions and can support eligible disadvantaged young people by up to £1,200.

### **Increase in social worker pay**

Suffolk County Council has agreed to increase the pay of children's social workers to match the remuneration offered by neighbouring councils, in order to attract and retain skilled social workers in Suffolk. It is estimated that the pay increase will cost £1.4m and will be funded from council reserves.

I am pleased that the council has taken this step, because my group proposed this exact policy as part of our budget amendment in February.

### **News and information from Jane Gould, Babergh District Councillor.**

#### **To the residents in Orwell Ward**

**20 April 2020**

We are now entering the next three week period of isolation and I hope that you are all coping and have adjusted, as far as is possible, to our new lifestyle.

[Type here]

## **Chinese Lanterns**

I would like to share with you all an email I received from one of our villagers which is a warning about the dangers of launching Chinese lanterns.

*Following a marketing campaign by a sky lantern company to supposedly support the NHS, some people have been launching lanterns with lit candles inside them. Maybe we could remind people that they cannot launch over farmland, and they are supposed to let the coastguard know if they are going to launch over water although it is better not to launch them at all. This is all from a code of conduct agreed by DEFRA in 2014.*

Communication will be coming from Babergh soon with the same information as this issue was discussed at Cabinet last week. Babergh banned the release of sky lanterns from its land some time ago and Farmers Weekly have also decried this; many farmers don't allow release from their land, but councils can't stop people releasing from their own private land/gardens etc.

## **COVID-19 testing facility at Copdock**

As part of its national COVID-19 testing programme, the Government is creating a 'Drive Thru' testing facility on the outskirts of Ipswich. At this point, testing is only available to symptomatic NHS staff and public sector key workers, and members of their household. Based on the existing Park and Ride site at Copdock Mill, off the A12 and A14 Junction, the facility will offer those key workers from the eastern region the opportunity to get tested so that they can be supported to report to

[Type here]

work as soon as is practicable. This is one of up to 50 sites being created around the country. The site is not open for the use of the public. All eligible staff will receive notification and instructions directly from their employer. This is a Government-led programme, supported by the Suffolk Resilience Forum and partners in Essex.

### ***Small Business Grant Fund***

As of this week, over £21.2m of grant funding has been distributed and Babergh have redeployed five members of staff to proactively call eligible businesses who have not yet applied.

### ***Village Halls***

**There have had some specific enquiries about the eligibility of our Village Halls for grants so here is more detail for you.** Village Halls may be eligible for a grant under one of the Government's Business Support Grant Schemes:

- If the ratepayer for the Village Hall is in receipt of Small Business Rate Relief (SBRR) they may be entitled to a grant of £10,000.
- If the ratepayer for the Village Hall is not in receipt of SBRR, they may qualify for a grant as a Retail, Hospitality and Leisure property (RHL). They may be entitled to a £25,000 grant if the rateable value of the property is between £15,001 and £51,000; or a £10,000 grant if the rateable value is up to and including £15,000. (This has been a recent change to the Government RHL grants scheme).

To be eligible for a grant the ratepayer for the Village Hall must not be the Parish Council as grants cannot be paid to Local Authorities or precepting authorities.

[Type here]

### ***Financial support for local sports clubs and groups***

Sports clubs are part of the Retail, Hospitality and Leisure sector and are eligible to apply for the small business grant however, to date, there has been little take up from them. Next week I will be provided with a list of sports clubs and groups in my ward and I will encourage them individually to take up the grant to which they are entitled.

### **Planning decisions**

The first virtual meeting for Babergh District Council Planning Committee is scheduled for 9:30am on Thursday 30 April. Babergh are working with IT to ensure that there is a suitable platform for this, which will enable the public and press to observe the meeting.

### ***Housing - Accommodation Task and Finish Group***

There have been some structural changes to the way the county-wide Accommodation Task & Finish Group is working to ensure that it remains responsive through this prolonged Coronavirus pandemic. The Task Force is identifying and implementing solutions to any housing related challenges including the demand and supply of housing for those that require an immediate accommodation solution. The Task Force is made up of representatives from all the county's local authorities, Suffolk County Council's Children and Young People and Adult Services, Clinical Commissioning Groups, Public Health, Probation and Police, and is chaired by Gavin Fisk.

### **Our communities**

Since the beginning of the pandemic an incredible network of Town and Parish Councils, Good Neighbour Schemes, welfare charities and local

[Type here]

community groups has emerged to provide support for vulnerable residents within their areas. These groups are all doing an amazing job of meeting the needs that exist within communities but there will inevitably be some people who, for whatever reason, aren't able to connect with these support networks.

Our communities team continued to work over the Easter weekend and thanks to the fantastic local support networks in place they only received 21 referrals from the Home But Not Alone helpline, which is in place to provide urgent assistance for vulnerable residents who have no other support available. The freephone service (0800 876 6926) is staffed seven days a week, between 9am and 5pm.

A postcard containing this information, as well as other useful phone numbers, is due to be sent out to all residents in Suffolk during the week commencing 27 April. This is designed to be a 'safety net' to try and ensure we are not missing any vulnerable person or family who is isolated and in need of help.

In addition to offering financial support, and with so many different groups to recognise, our Councils are launching a #communitychampions social media campaign to encourage community groups to highlight what they are doing, making residents aware of what local help is available as well as generating further support and offers of volunteering. Taking part in the campaign couldn't be easier; groups can simply tag @BaberghDistrict in social media posts so that this can be shared.

**Cllr Derek Davis, Cabinet Member for Communities for Babergh District Council said:**

[Type here]

*“During social distancing, we can remain united through kindness and looking out for one another. I’d like to thank communities in Babergh who have demonstrated immense strength and resilience at a time of national emergency. They are doing an amazing job and we want to recognise their efforts. We still need help to continue this invaluable support and I’d urge anyone wishing to volunteer, as well as any existing community groups, to register on the Tribe Volunteer app, which is available on both Apple and Android. This will enable our communities’ team to identify where resource is and if there are any gaps in the system, ensuring we can help those who need it most.”*

### **Essential grounds maintenance changes**

To ensure residents’ health and safety while using our parks, open spaces and amenity areas during lockdown, Babergh have commenced a full schedule of grass cutting, while continuing to monitor the situation moving forward. Litter picking will be targeted at specific problem areas, and litter and dog bins will continue to be emptied as normal. Staff are continuing to apply appropriate social distancing measures.

### **Waste**

In Babergh there has been a reduction in fly-tipping during lockdown, compared to usual; we continue to investigate every complaint. Fly-tipping can be reported via the form on the Babergh website. However, there has been an approximately 5% increase in waste collections across the district. Please remember that the message is to reduce waste wherever possible. There is information and guidance on Suffolk Recycling's social media and on their website. If we can store clean, dry recycling it will help ease the pressure on our crews and the waste system so we can protect services for them.

[Type here]

If every one of our tens of thousands of households puts out just a couple of extra bags each, it means more than an additional 160,000 bags, putting further strain on our collections. Garden waste collections remain suspended until further notice, with [guidance for residents on our website](#) and further website. Crucially, this is the only way we can maintain the same level of service for the other more critical waste functions and allow them to operate normally, although, we continue to monitor the situation daily.

Please don't hesitate to contact me if you have any issues that you think I can help with and all the very best to you all

Jane Gould

Babergh District Councillor

Orwell ward

[Jane.gould@babergh.gov.uk](mailto:Jane.gould@babergh.gov.uk)

07548 153777

01473 780777

□

[Type here]