

## Tattingstone Parish Council

Minutes of meeting: Tuesday 14th July 2020 via Zoom

Meeting changed from 6<sup>th</sup> July because of illness.

Present: Cllrs. Wood [Chair], Mendel, Clarke, Clark, Tweedy, Page

Amanda Proctor [ Tattingstone Speedwatch]

| Item |   | Detail  | Action |
|------|---|---|--------|
| 1    | Apologies for absence                                   | Received from Cllr. Hawes, Cllr. Dearing D.Cllr. Gould<br>All accepted  |        |
| 2    | Declaration of interest                                 | N/A   |        |
| 3    | Requests for dispensation                               | N/A   |        |
| 4    | To approve minutes of meeting 1 <sup>st</sup> June 2020 | Minutes of Zoom meeting emailed out to councillors. Approved by email.  |        |
| 5    | To receive clerk's report                               | <ul style="list-style-type: none"><li>• Email regarding refund on water charge for allotments forwarded to Cllr. Mendel. This is now refunded.</li><li>• Circulated police request for information following racial incident at Holbrook – circulated and also put on Village FB page</li><li>• Forwarded details of a Zoom question and answer session about opening village halls and community buildings to David and Linda Brown who both joined the meeting.</li><li>• Circulated updates from SLCC. SALC, AONB and other organisations to councillors and if appropriate to Tattingstone Good Neighbours</li><li>• Church Road was closed for several days to mend the water leak by the church. It was dealt with efficiently especially as there were many different contractors involved.</li><li>• Babergh East Police and Parish Forum - Meeting 24.06.20 cancelled, hopefully be able to meet 12.08.20 in Hintlesham.</li></ul> | AM     |

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|   |  | <ul style="list-style-type: none"> <li>The internal audit has proved very time consuming this year as so many things had to be sent electronically to auditor.</li> </ul>   |                                |
| 6 | To consider matters arising from minutes     | <ul style="list-style-type: none"> <li>Progress on newsletter:<br/>There are no plans at present for another newsletter from Parish Council. The printer of Tattingstone News has been ill.<br/><i>Action: Cllr Wood to Speak to editor of Tattingstone News for update.</i></li> <li>Parking on Lemon's Hill Bridge<br/>There is very little the Parish Council can do about parking on Lemon's Hill Bridge. This is the responsibility now of Ipswich Borough Council. It is illegal to park anywhere on the clearway over the bridge. Many motorists are ignorant of what the signage for clearway means. The situation has improved since the Anglian Water car parks have reopened. Some motorists are reluctant to use car parks as notice says they close at 6.00pm.<br/><i>Action:</i> <ol style="list-style-type: none"> <li>Clerk to write to Ipswich Borough Council to ask for enforcement.</li> <li>Cllr. Wood to speak to John Taylor at Anglian Water about nightly closure of their car parks.</li> </ol> </li> <li>Allotments: Cllr Mendel had spoken to Janet Ward about funds received by Parish Council for Allotment rent. It was agreed that money for allotments should in future be ringfenced in accounts.<br/><i>Action: RFO will check accounts and calculate how much money from past rents should be ringfenced and report back at next meeting</i></li> </ul> | DW<br><br>JCS<br>DW<br><br>JCS |
| 7 | Reports from County and District Councillors | Reports circulated via email – no questions were asked of these reports.<br>Attached to these minutes.  |                                |
| 8 | To receive update on Tattingstone            | <ul style="list-style-type: none"> <li>Speedwatch has now been given the go ahead to resume speed monitoring but at present only on A137</li> <li>SID poles.</li> </ul>   |                                |



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|    |  | <p>2. To approve payment:</p> <ul style="list-style-type: none"> <li>• Clerk's wages and expenses:<br/>£251.76+ £23.39 Includes £11.99+ Vat £2.40<br/>Zoom Pro per month</li> <li>• HMRC Income tax last 3 mths :£188.60</li> </ul> <p>Approved<br/>Proposed : Cllr Tweedy<br/>Seconded: Cllr Mendel</p> <p>3. Expenditure to date figures circulated via email.</p> <p>4. The Council had received notification of exempt status from LPK Littlejohn: SF 0372. [see below]</p> <p>5. The Audit has eventually been submitted to SALC for internal Audit. The internal auditor has disallowed the contra on the accounts relating to the £15,000 for repairs and improvements to the playing field pavilion. This means we now have to be externally audited as turnover in excess of £25,000. These will be prepared by the RFO and forwarded to LPK Littlejohn. The RFO apologised for this error.</p> <p>6. Parish Council agreed The Exercise of Public Rights Document to be displayed from 31<sup>st</sup> August 2020. This will be displayed on noticeboards, and on website.</p> |    |
| 12 | To consider possibility of village shop. | Cllr. Tweedy had spoken to several people in the village and a small working party will be set up consisting of both parish councillors and villagers to investigate feasibility.   | ST |
| 13 | To discuss maintenance of                | The contribution of the Parish Council to the maintenance was discussed as an area of the graveyard is now left to nature.  |    |

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|    | St. Mary's graveyard                                     | A representative of the PCC thanked the Parish Council for their donation and said the total costs for maintenance had risen and even though areas were left long, maintenance of these areas were still required. No action required.   |            |
| 14 | To consider the problem of lorries along A137            | The Clerk had written to Mr Billy Richmond of Collins Skiphire about the number of his lorries passing through The Heath. [Emails, including details of the planning permission regarding exit and egress of lorries, circulated.] Some of the lorries are those of contractors, especially aggregate lorries working at Brantham. A detailed survey was needed so that evidence could be presented to him regarding number and speed of lorries. Although the Liaison group had not been abandoned it had not met recently.<br><i>Action Point: Clerk to liaise with Speedwatch about conducting a survey.</i>  | JCS        |
| 15 | To initiate the procedure to appoint a Parish councillor | Following the resignation of Mrs S Gipps from the Parish Council, notices would be posted to appoint/co-opt a Councillor. A letter of thanks would be sent to Mrs. Gipps from the Parish council.  | JCS<br>JCS |
| 16 | To comment on other urgent village matters.              | <ul style="list-style-type: none"> <li>• Additional defibrillator. Defibrillator require an electricity supply so siting in bus shelter would be impossible. A possibility might be a wall of the public houses at either end of the village but erecting on business premises has problems. Further research is needed.</li> <li>• Opening of the village hall: this is up to the trustees of the village hall who are following all guidelines and it is not possible at present. Most other local village halls are not opening either. It is not the responsibility of the Parish Council.</li> <li>• Cllr Mendel with contact the village recorder for an update on the Phone box project.</li> </ul> |            |

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|    |                       | <ul style="list-style-type: none"> <li>• Because of continued Covid 19 restrictions, meetings of the Parish Council will continue via Zoom.</li> </ul>   |  |
| 17 | Items for next agenda | <ul style="list-style-type: none"> <li>• Information regarding Tattlingstone News</li> <li>• Update regarding SID and speed restriction measures</li> <li>• Update on village shop from working group</li> <li>• Results of audits</li> <li>• Applications for Parish Councillor</li> <li>•</li> </ul> |  |
| 18 | Date of next meeting  | 3 <sup>rd</sup> August via Zoom  |  |
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|    | Confidential item     | It was agreed to raise the salary of the clerk/RFO to point 20 on the NALC pay scale backdated to April 2020.  |  |

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

To the residents in Orwell Ward

COVID 19 Newsletter 6

4 July 2020

### Easing of lockdown restrictions

From Saturday 4 July, hospitality businesses including pubs, restaurants, hotels and hairdressers will be able to open their doors to customers.

In addition, the guidance for social distancing has been amended, and where 2 metre distances cannot be maintained, the guidance now recommends keeping '1 metre plus' distance. While these changes are welcome, it is still crucial that

we continue to promote social distancing wherever possible and encouraging regular hand washing to limit the threat and spread of Covid-19.

Our work with businesses, towns and villages to support the introduction of all new social distancing measures continues, with both small and larger scale interventions being introduced across our districts to help create safer places for our communities. We are receiving regular updates from our towns where social distancing measures have been implemented to understand how they are working now more businesses have opened. This feedback will continue as lockdown measures continue to ease.

### **Help and Support**

Our dedicated social distancing web pages feature a flowchart outlining the types of small-scale interventions along with the process and template for requesting larger scale interventions. We have created some downloadable posters to help businesses encourage social distancing. These are available, along with a range of guidance for businesses, on our social distancing web page. Further support is available by emailing our social distancing team or calling 0300 1234000 (option 7).

### **Public toilets**

All legionella testing in our public toilets has been completed and we are now awaiting the results. Once the results are confirmed, the toilets will be thoroughly cleaned and opened to the public. Within all our public facilities, we will be encouraging social distancing and hand washing to reduce the threat of COVID-19 spreading.

### **Schools**

Social distancing measures for local schools are being managed by Suffolk County Council, working directly with head teachers. In the first instance,

Suffolk County Council is requesting that schools consider all available options, such as pavement marking and signage, before involving the road safety team. Requests for road safety measures outside or near school buildings can only be made by schools.

### **Play areas**

Our public realm team is working to reopen play areas in our open spaces from Saturday 4 July, in line with the further easing of lockdown.

### **Discretionary Grants**

The first round of applications for the Discretionary Grant, aimed at businesses in shared spaces, market stalls and charitable properties or bed and breakfast owners, closed on Friday June 19. We received 143 applications that met the Discretionary Grant criteria and, of these, 44 have already been paid. We are continuing to review all submitted applications. Any businesses that have applied and received a claim reference will be contacted to confirm whether or not their application has been successful. The criteria for the second round of Discretionary Grant funding was launched on Friday 3 July with the aim of reaching more small businesses who have not had access to other Government grants.

### **Housing - Gas safety checks**

We are still experiencing challenges with tenants refusing access for gas servicing due to fears over Covid-19, resulting in an increasing number of out of date Landlords Gas Safety Records. To try to encourage more tenants to allow access, this week we began 'cold-call' face to face visits to properties to offer reassurance about how we can work safely to enable safety checks to go ahead.

### **Restart of non-essential repairs**

From 4 July non-essential external repairs reported by tenants have been accepted including repairing external windows, guttering, fencing and paths. Internal non-essential repairs will remain paused for the foreseeable future to continue to protect the health and safety of our residents and staff.

### **Our communities - Support for those shielding**

Last week, the Government announced the easing of lockdown measures for those who have been shielding - allowing them to leave their home, as long as they maintain strict social distancing. This will be followed by a further change from Monday 6 July, when they will be able to meet in a group of up to six people outdoors, while adhering to social distancing measures, and form support bubbles if they live alone, or are a lone adult with a dependent under 18. From Saturday 1 August the clinically extremely vulnerable can stop shielding and are able to visit shops and places of worship, while following current social distancing rules. Everybody in the 'clinically extremely vulnerable' categorisation has received a letter from Government outlining these steps. Those who have been shielding - and are in receipt of Government provided food parcels and medicine deliveries - will continue to receive this support until the end of July. Currently seven supermarkets are offering priority online delivery slots, with this set to continue beyond the end of July for those already signed up for support. Anyone who is clinically vulnerable and is yet to register for support, should do so online at GOV.UK or by calling 0800 028 8327, before Friday 17 July to allow time for this to be put in place.

### **Village halls and community buildings**

The Government also announced that village halls and community buildings were able to open from Saturday 4 July, as part of the easing of lockdown restrictions. The guidance documents, available on Community Action Suffolk's website, provide information on the safe re-opening of village halls and

community buildings including making sure the hall is kept as clean as possible and that social distancing is still adhered to. Community Action Suffolk's Governance and Community Buildings Advisor Jayne Vaughan is also offering a Zoom session, for management committees and community building trustees to raise any issues or concerns they have regarding the reopening of their facility. A separate Zoom session is being run for Town and Parish Councils who manage village halls.

### **Volunteers**

Government guidance for volunteers on how to help safely has recently been updated to contain the most up-to-date information for volunteers. The Government has also published updated guidance about how to volunteer, including guidance on how to volunteer through local authorities.

### **Armed Forces Week**

Plans for Babergh District Council to host this year's Armed Forces Week events on behalf of Suffolk, including a week of events in Hadleigh, culminating in a colour parade throughout the town, unfortunately had to be cancelled due to Covid-19, but we were still keen to pay tribute to our armed forces community. Through our social media channels we urged recognition of the armed forces, who not only continue to provide national security, but have also played a vital role in supporting public services and our communities in response to the pandemic.

### **Planning site visits**

In line with Government advice on social distancing, we will continue not to conduct site visits for Planning and Development Control Committees. If there is a specific need for a site visit, it will be conducted 'virtually' by a planning officer and the video will be available for committee members to view. We will keep these arrangements under review, in line with advice from Government. If you

have any queries about site visits please contact the relevant planning officer or the Monitoring Officer.

### **Joint statement on tackling climate change from Babergh and Mid Suffolk's political group leaders**

“The political make up of our councils is varied and diverse, but we are united in our view that the climate emergency is the biggest issue that affects us all, alongside responding to and supporting our communities' recovery from COVID-19. “We recognised the part we play in tackling this global issue at local level when we adopted climate emergency motions in 2019. But we know that we cannot do this alone. While there is still much work to be done, we welcome the collaborative approach taken to produce these latest proposals; with a joint, cross-party task force exploring how both councils can deliver real environmental change in our districts and to achieve our goal of becoming carbon neutral by 2030. Together, we can help to ensure our communities can look forward to bright, healthy and sustainable futures.”

This is a joint statement by:

Cllr John Ward, Leader of Babergh District Council and the Conservative Group in Babergh

Cllr Clive Arthey, Leader of the Independent Group in Babergh

Cllr Robert Lindsay, Leader of the Green Group in Babergh

Cllr Sue Carpendale, Leader of the Liberal Democrats Group in Babergh

Cllr Trevor Cresswell, Leader of the Labour Group in Babergh

Cllr Suzie Morley, Leader of Mid Suffolk District Council and the Conservative Group in Mid Suffolk

Cllr Rachel Eburne, Leader of the Green Group in Mid Suffolk

Cllr John Field, Leader of the Liberal Democrats Group in Mid Suffolk

Cllr Gerard Brewster, Leader of the Independent Group in Mid Suffolk

## **Babergh and Mid Suffolk's blueprint for a sustainable future**

Councillors are set to consider a raft of environmental measures to help Babergh and Mid Suffolk District Councils achieve their ambition of becoming carbon neutral by 2030.

## **CIFCO Business Plan for 2020/21**

CIFCO's annual Business Plan is on the agenda for Councillors over the next few weeks, as the property investment company continues to weather the coronavirus storm and to provide Babergh and Mid Suffolk with vital funding to aid the districts' recovery. Property investment company CIFCO, which is wholly owned by Babergh and Mid Suffolk District Councils, is presenting its third annual business plan to Councillors, detailing its performance over the last year and its investment strategy for the forthcoming year. While CIFCO has inevitably felt the impact of Covid-19, its company directors are confident that their rigorous risk management and diverse portfolio has put them in good stead to weather the storm. Through CIFCO, the Councils have benefitted from £1.633m of net income after costs in 2019/20. This is the equivalent to 10% of the Councils' annual staff costs or a 13.5% increase in council tax.

Over the last 12 months, CIFCO has acquired two additional properties taking the total number in the portfolio up to 14, located largely in the east of England and balanced across commercial sectors to minimise exposure to any one sector, tenant or location. Throughout the year the CIFCO Board considered almost 80 opportunities, rejecting most, and only progressing those that best meet the investment criteria and most benefit the balance and risk profile of the portfolio as a whole.

CIFCO Capital Ltd was established jointly by Babergh and Mid Suffolk Councils in 2017 to generate income through property investment which is then ploughed

back into council services within the districts to offset reductions in funding from central government. Since its launch, almost £3m has been reinvested into council services.

Councillors are now being asked to consider CIFCO's performance and business plan for 2020/21 which, subject to approval at Full Council meetings in July, will continue to provide a framework and guidance for trading over the next 12 months. Last year the Councils approved the CIFCO fund being increased from £50m to £100m. To date, approximately £60m has been invested by CIFCO. Within this year's business plan, the timescale within which to invest the remaining £40m has been adjusted from April 2021 to October 2021 due to Covid-19 market impact.

CIFCO chairman Sir Christopher Haworth commented on CIFCO's performance and the impact of coronavirus on the commercial property market: "The impact of Covid-19 has been felt up and down the country and while CIFCO is weathering the storm, we are aware of the demands in the current economic climate. We are closely monitoring CIFCO's performance and while we predict the next quarter to be more challenging, we still expect rents received to exceed any borrowing costs that need to be covered by the councils. Our business plan is setting the parameters for investment over the next 12 months meaning we can move swiftly, invest wisely and continue to bring in income for the councils to support service delivery and aid the districts' recovery post-COVID."

The CIFCO accounts for the year ending March 31 2020 show a loss of £3.5m which is made up of one-off acquisition costs for the two new assets (including stamp duty and fees) as well as a re-adjustment on the value of the portfolio as whole. This loss would only be realised if the investments were sold in the current market. Despite any fluctuations in the value, these are long terms investments which continue to deliver regular rental income.

Cllr David Busby, cabinet member for assets and investments for Babergh District Council said:

“CIFCO’s performance is providing significant returns to the Council, even in these unprecedented times. As with any investment, there will be initial, one-off costs and over time property values will fluctuate. In the long term, we expect our investment to grow providing a valuable revenue source for the Councils to benefit our residents and businesses.”

Cllr Peter Gould, cabinet member for assets and investments for Mid Suffolk District Council said:

“Like all local authorities, we are under unprecedented financial pressure to deliver services to our residents. The aim of our investment through CIFCO is to deliver a source of income for the long term rather being forced to make reductions to our services.

“The income we receive from the properties in the CIFCO portfolio can already be seen within our districts, enabling us to invest in local regeneration and in meeting the needs of our residents.”

This local regeneration includes building more than 180 new homes across Babergh and Mid Suffolk over the next two years. Work on sites for over 100 homes is due to start this year at sites across Needham Market, Shotley and Brantham, while a further 80 homes are due to be started next year in Stowmarket, Eye and Hadleigh. There is also local investment by Mid Suffolk District Council in Gateway 14, a new mixed-use business park outside Stowmarket which is set to boost local economy by providing up to 2.3 million sq. ft. of business, logistics and commercial accommodation over the next 10-15 years.

The plan was considered by Joint Overview and Scrutiny Committee on June 22 and it will go before Full Councils on July 21 and 23. You can view the council papers on our website and watch both council meetings live via the councils' YouTube account.

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  
07548 153777  
01473 780777

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| <p><b>Parish Report – July 2020</b></p> <p><b>Councillor</b><br/><i>David Wood</i></p> <p>Triangle<br/>Ipswich Road</p> |  |
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### 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/>

#### Suffolk Local Outbreak Control Plan published

Suffolk County Council has published a Local Outbreak Control Plan which sets out how Suffolk would prevent and respond to a localised outbreak of COVID-19. A copy of the full plan and an executive summary can be viewed here: <https://www.suffolk.gov.uk/coronavirus-covid-19/suffolks-response/>

Suffolk has received £2.79m from the Government to support the delivery of the plan. The plan focuses on:

- Preventing and managing outbreaks in ‘complex settings and groups’ e.g. care homes, schools, health settings, workplaces, public spaces, BAME communities and those that are shielded;
- Strategic and coordinated approach to COVID-19 testing in Suffolk, with a focus on care home testing, hospital testing, lab capacity and workforce for swabbing;
- Suffolk COVID-19 Data Centre, which will continue to monitor the local situation;
- Providing clear guidance on NHS Test and Trace and what to do in the event of a local outbreak.

## **Concessionary travel rules reintroduced on public transport**

Suffolk County Council has announced that concessionary travel rules, which had been relaxed during lockdown, will be reintroduced from July 6.

This means that from Monday 6 July, concessionary bus passes in Suffolk will only be valid Monday to Fridays from 9:30am to 9pm, and all day on Saturdays, Sundays and Bank Holidays. The council has stated this is necessary to support social distancing on peak bus services, as more people return to work and school.

All passengers are now required to wear a face covering on public transport.

## **Planning Inspectorate accepts plans for Sizewell C and begins examination process**

On 24 June, the Planning Inspectorate agreed that EDF Energy’s DCO application for Sizewell C could proceed to the examination stage.

The formal pre-examination stage of the process (Section 56 Notification Stage) will begin on 8 July and run to 30 September. Anyone who wishes to be involved in the examination process will need to register on the Planning Inspectorate website to become an ‘Interested Party’ and provide a written summary of their views on the DCO application.

All registered Interested Parties will be kept informed of progress and about opportunities to participate in the next examination stage.

More information about the application and how to register as an Interested Party is available here:

<https://infrastructure.planninginspectorate.gov.uk/projects/eastern/the-sizewell-c-project/?ipcsection=overview>

Both Suffolk County Council and East Suffolk Council have raised concerns about the adequacy of EDF’s consultations so far, particularly with regards to the level and quality of information that has been made available throughout the consultation exercises.

On 9 July, my group will be proposing a motion to Suffolk County Council asking the Council to oppose the development of Sizewell C. If you are interested in watching the debate, the Council meeting will be available to watch on Suffolk County Council’s YouTube channel.

## **Cabinet approves 5-year cycling plan for Suffolk**

On 16 June the Cabinet approved a 5-year cycling plan for Suffolk, which identified 148 potential routes to be prioritised. This is as a result of a motion proposed by my group in July 2018, which called on the council to produce a strategic costed 5-year cycling plan.

Funding has not yet been secured for these routes, but the cycling plan will provide a strong basis to bid for funding as and when it becomes available.

The 148 routes identified by the plan are intended to be starting point, rather than a fixed programme of works. The Cabinet's approval of the plan means that discussions can begin with district and borough councils on developing the five-year-plan further. If the parish council has known routes in the area it would like to see improved or created, please let me know and I can feed this into the process.

## **Road closures to support cycling and walking**

As part of the Covid-19 recovery and to support social distancing, the Department for Transport has told local authorities that they are expected to make significant changes to road layouts to support cycling and walking, with all measures implemented within the coming weeks. The Government has also asked that evaluation is included in the emergency interventions put in place so that authorities can make temporary measures permanent where possible, enabling a long-term shift to active travel.

Suffolk County Council plans include closing off sections of roads to motorised vehicles, widening existing footpaths and cycle lanes, providing temporary footpaths and cycle lanes and changing traffic signal timings to reduce waiting times at puffin and toucan crossings. The Council has been allocated £337k from the Department of Transport, with the potential for further funding if the measures they put in place are successful.

Details about the various schemes are available here: <https://www.suffolk.gov.uk/coronavirus-covid-19/active-travel-improvements-for-cycling-and-walking/>

## **No spare seats will be offered on Home to School Transport buses**

Suffolk County Council normally allows families who are ineligible for free school transport to purchase a spare seat on the council's school buses. However, due to social distancing requirements, school buses will only be able to transport a smaller group of children. The council have therefore stated that they are not in a position to be able to offer spare seats for September.

All affected families will be emailed directly to inform them of this change. If changes are made to social distancing rules, the council will review the guidance to see if they can safely offer spare seats.

Individual family circumstances will be considered under the usual review and appeal procedures, and the council will use its discretionary power to offer transport arrangements where it is clear that this is absolutely essential to enable a non-eligible child to attend school. The usual cost of a spare seat will apply where a discretionary seat can be provided exceptionally.

Any parents who are concerned by this change can call 0345 606 6173, and information will also be available on [www.suffolkonboard.com](http://www.suffolkonboard.com).