

TOSTOCK PARISH COUNCIL

**An Ordinary Meeting of the Parish Council will be held on
Tuesday 12 March 2024 at 7.30pm
in Tostock Village Hall**

Members of the Council: are hereby summoned to attend for the purpose of transacting the business below.

Members of the Public: are very welcome to attend and may address the Council under item five.

Reporting on Meetings: except where members of the public are excluded due to the confidential nature of the business being considered, any person may film, photograph, audio record or use social media to report on Council meetings. Any person intending to report in this way is asked to notify the Clerk or Chair before the start of the meeting.

AGENDA

- 24.03.01 To receive any apologies for absence.
- 24.03.02 **Declarations of Interest and Dispensations:**
02.1 To receive from Members any declarations of interest in items on the agenda in accordance with the Council's Code of Conduct.
02.2 To receive written requests for dispensations for disclosable pecuniary interests (if any).
02.3 To grant any requests for dispensation as appropriate.
- 24.03.03 **To approve the minutes of the Ordinary Meeting of the Parish Council held on 9 January 2024.**
- 24.03.04 To receive reports from:
04.1 County Councillor
04.2 District Councillor
- 24.03.05 **To invite public questions or comment on any matter on this agenda.**
(NB: up to three minutes per speaker permitted)
- 24.03.06 **Correspondence - report from Cllr Storey:**
06.1 Parish Council Vacancy - latest position.
06.2 Suffolk County Council Highways - recent communication.
06.3 "Tostock Chronicle" - contributions and thanks.
06.4 Land Registry Tribunal.
- 24.03.07 **Finance:**
07.1 To receive the Clerk's report as Responsible Financial Officer including bank reconciliation.
07.2 To authorise payments as presented and to note income received.
07.3 To review the latest position with Community Infrastructure Levy funding and to consider plans for its spending.
07.4 In the light of continued difficulties with NatWest it is proposed that Council finances are moved to Lloyds Bank.

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07.5 Further to recent quotations of £223.00 from the Suffolk Association of Local Councils, £180.00 from Mr D Crimmin and £170.00 from Heelis and Lodge, to engage the latter to conduct the requisite internal audit of the Council for 2023-2024 including a review of the current systems of control.

24.03.08 **"Tostock Chronicle":**

To receive the report and recommendations of the working group set up to review the governance and financing of the newsletter.

24.03.09 **Ongoing Matters:**

To note or to discuss matters brought forward from previous meetings and to determine action as appropriate:

09.1 Speeding Concerns and Speedwatch.

09.2 Wayleave (The Green).

09.3 The Leys - situation regarding cutting.

09.4 Village Drainage Plan.

09.5 Village Sign.

24.03.10 **Planning:**

10.1 To consider any applications received for response/comment to Mid Suffolk District Council.

10.2 To note any planning applications granted/refused including:

DC/24/00104 12 Pamment Close - application to determine if Prior Approval is required for a proposed larger home extension. Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) Schedule 2, Part 1, Class A - erection of single storey rear extension. APPROVED;

DC/23/05512 Village Hall - installation of external insulation with durable over cladding, replacement windows and doors, construction of rear extension to replace existing external store. Installation of photovoltaic panels, two electric charging points and additional overflow carpark area. GRANTED; and

DC/23/05328 and DC/23/05329 Oak Cottage, The Green, Tostock - erection of rear extension (following demolition of garage and link) and Listed Building Consent. WITHDRAWN.

10.3 To note any outstanding applications including:

DC/24/00145 and DC/24/00202 The Gardeners Arms, Church Road - application for advertisement consent - replacement signage including one front and one rear on render illuminated fascia sign, one illuminated hanging post sign, one post chalkboard sign and one pavement chalkboard sign. New signage including one car park disclaimer, one post amenity board, and two car park directional signs; and Listed Building Consent. The Council SUPPORTED the application; and

DC/24/00784 Willow Cottage, The Leys - works to trees in a Conservation Area - to remove branch overhanging towards property on pine tree, remove one branch growing towards property on pine tree, a two metre reduction to top and sides of birch tree, reduce and re-shape as well as a one metre reduction on a few lateral branches on oak tree, remove dead birch tree and a one metre reduction of birch tree. The Council had NO OBJECTION.

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DC/23/05815 1&2 The Lodge, Norton Road - Listed Building Consent - erection of rear extension and treatment of beams. Works to reinstate the two dwellings into one dwelling, as per Heritage Statement. The Council had NO OBJECTION; and

DC/23/05826 1&2 The Lodge, Norton Road - erection of cart lodge with log store. Erection of rear extension. Reposition oil tanks. Reinstatement of the two dwellings to one dwelling. The Council had NO OBJECTION.

24.03.11 **Asset Management:**

11.1 To note and agree the revised Asset Register 2024 updated to include items missing previously and to reflect corrected costs.

11.2 To approve a programme of physical inspections of Council assets by councillors to check their condition and if any repairs or similar are needed.

24.03.12 **Council Governance:**

12.1 As recommended by the Suffolk Association of Local Councils, to adopt the Local Government Association (LGA) Model Councillor Code of Conduct 2020 in place of the Suffolk Local Code of Conduct adopted in 2016 and hitherto applicable to the Council.

12.2 To agree the process for the determination of any requests for dispensations from councillors with that process being incorporated in the Dispensation Procedure recommended for adoption by the Council.

12.3 Further to work to revise and update Council policies and procedures,

- ◆ to adopt those now revised and completed;
- ◆ to agree those for revision and adoption as soon as reasonably possible; and
- ◆ to agree those for potential adoption as and when required.

24.03.13 **Matters to be brought to the attention of the Council either for information or for inclusion on the agenda of a future Ordinary Meeting.**

24.03.14 Next Meeting: To note that the Annual Meeting of the Parish Council is scheduled for Tuesday 14 May in the Village Hall at 7.30pm.



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