

# TOSTOCK PARISH COUNCIL

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**Minutes of the Ordinary Meeting of the full Council  
held on 14 November 2023 at 7.30pm in Tostock Village Hall  
(Approved 09.01.24; minute 24.01.03 refers)**

**Present:** Cllr Jane Storey (Chair), Cllr Michael Bauly, Cllr David Blundell, Cllr Paul Callow, Cllr Sarah Cobbold, Cllr Roger Cross, Cllr Julian Kearsley and Cllr Glenn Lebbon.

**In Attendance:** County Cllr Andrew Mellen, District Cllr David Bradbury and District Cllr Austin Davies;  
Ten members of the public; and  
Parish Clerk: Doug Reed.

**23.11.01 Parish Clerk**

The new Clerk was welcomed and introduced to the meeting.

**23.11.02 Apologies for Absence**

Accepted from Cllr Vanessa Malcom who was absent due to being unwell. Councillors sent their best wishes to her.

**23.11.03 Declarations of Interest and Dispensations**

**03.1 Interests:** There were no declarations of interest.

**03.2 Dispensation Requests:** None.

**03.3 Dispensation Decisions:** None.

**23.11.04 Minutes of the Last Parish Council Meeting**

It was proposed by Cllr Kearsley, seconded by Cllr Cobbold, that the minutes of the Ordinary Meeting of the Parish Council, held on 11 September, be signed as a true record. The proposal was carried.

**23.11.05 County and District Councillors' Reports**

**05.1 County Councillor:** Cllr Mellen presented his report further to which questions were raised about a possible reduction in the speed limit on Church Road. He indicated that any action was dependent upon a staged process which involved a traffic survey followed by a report on speeding to the County Council Cabinet Member responsible for highways. He confirmed that an extension of the present 30mph limit was not possible as the road configuration did not meet the criteria for such a restriction but that a reasonable argument for a 40mph limit could be made. He agreed to check whether a survey conducted in March 2022 was still valid to initiate the staged process and, should it not be, then he would enable the necessary action to conduct another.

**05.2 District Councillors:** Cllr Bradbury and Cllr Davies presented their report, highlighting the new availability to the public of the fitness suite at Thurston Community College and the imminent launch of the 'Cozy Homes' initiative aimed at making insulation available to appropriate households in the District. Cllr Bradbury undertook to provide information about the latter through the "Tostock Chronicle".

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## 23.11.06 Public Comment and Questions

Concerns raised focused on speeding, the wish to see limits extended, the use of cameras to catch those not adhering to existing restrictions, risks to health and safety posed by the present situations and queries over the enforceability of temporary measures such as 20mph zones.

## 23.11.07 Correspondence

Cllr Storey reported on items both sent to and received by the Council. She noted the following in particular:

- ◆ Action taken by Suffolk County Council Highways to improve visibility for drivers along the Church Road to A1088 route and a commitment by the service to repaint white lines on both the junction and the bridge leading to the main road;
- ◆ The need for as many people as possible to keep walking the footpath from the northern end of Flatts Lane to Church Road to ensure the right of way is not lost;
- ◆ A proposal from a resident to finance and erect a new village sign had been received. It was agreed that other designs could also be submitted and that all would be put to the village at the next Annual Parish Meeting. Details would be advertised in the "Tostock Chronicle" beforehand;
- ◆ Matters relating to speeding as already raised during the meeting; and
- ◆ Some concerns about The Leys and pond which had appeared on Facebook. It was suggested that a budget be set aside for cutting and other work. This would be a matter to be discussed by the proposed Budget Working Party.

## 23.11.08 Finance

**08.1 Responsible Financial Officer:** The reports to 30 June and 30 September were received. It was noted that the NatWest current account stood at £20,518.06 and the reserve account at £37,925.91 further to which it was resolved that the reconciliations for both the first and second quarters of the year be approved. Of the £58,443.97 total it was noted that £51,342.38 was funding received through the Community Infrastructure Levy which could not be spent on day-to-day matters. The Council revenue budget for the second half of the financial year thus stood at £7,101.59.

**08.2 Payments and Income:** It was proposed by Cllr Kearsley, seconded by Cllr Storey, that the schedule of payments be approved. The proposal was carried. The schedule comprised the following:

- ◆ Clerk: salary (October) - £312.42;
  - ◆ HMRC: PAYE (October) - £78.10;
  - ◆ Clerk: homeworking allowance (October) - £26.00;
  - ◆ Community Action Suffolk: insurance - £424.28;
  - ◆ PKF Littlejohn LLP: external audit - £250.00 + £50.00 VAT;
  - ◆ Mr O Holland: litter-picking - £56.25;
  - ◆ Clerk: salary (November) - £312.42;
  - ◆ HMRC: PAYE (November) - £78.10; and
  - ◆ Clerk: homeworking allowance (November) - £26.00;
- Income received was duly noted as follows:

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- ◆ NatWest: reserve (deposit) account interest - £91.85;
- ◆ Mid Suffolk District Council: refund of election costs - £500.58;
- ◆ Mid Suffolk District Council: cleansing grant (July-September) - £270.92;
- ◆ Mid Suffolk District Council: Community Infrastructure Levy (April-September) - £6,834.24; and
- ◆ "Tostock Chronicle": advertising - £295.00.

**08.3 Banking:** It was resolved that Cllr Callow and Cllr Cross be added to the list of signatories to the Council accounts (with others no longer on the Council being removed); that the Clerk request online (viewing only) access to the Council accounts; and that NatWest be authorised to enable the Clerk to transfer money between accounts.

**08.4 Budget Working Party:** It was resolved that such a working party be established to consider Council finances and to draft a budget leading to a recommendation for the 2024-2025 precept for submission to the next meeting of the Council. Cllr Kearsley was asked to head the working party whose members would also include Cllr Callow and Cllr Storey, with the Clerk in attendance to advise on matters as necessary.

## 23.11.09 Parish Clerk's Report

A written report had been circulated to councillors with the agenda. There were no matters or questions arising.

## 23.11.10 Ongoing Matters

**10.1 Speed Indicator Device:** It was agreed that Community Infrastructure Levy funding be used to purchase a data logger for the current device at £450.00 plus VAT and that a second device be bought, with all accessories included, at a cost of £3,359.00 plus VAT. More volunteers were needed to operate the devices with appropriate training provided.

**10.2 Village Hall:** Proposals for the redevelopment of the Hall were viewed and discussed in some detail with a number of concerns raised, especially, by Cllr Blundell as the Council representative on the Village Hall Committee. After extended discussions the Council confirmed its commitment, in principle, to the project and looked forward to seeing the final design to be submitted for planning approval, costed works and a costed five-year business plan following which actual funding could then be considered on a properly informed basis.

**10.3 Standing Orders:** Cllr Callow and the Clerk would be progressing these key rules with the aim of producing a document for recommended approval to the next Council meeting.

**10.4 "Tostock Chronicle":** Cllr Storey confirmed that the timing of Council meetings did not lend itself to minutes being published in the newsletter but that they would continue to be posted on the village website at the earliest.

**10.5 Speedwatch:** There was no report available for the meeting.

## 23.11.11 Planning

### 11.1 New Applications:

DC/23/04647 Old Rectory, Norton Road - application for Listed Building Consent - insertion of external vents, construction of veranda and internal

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alterations as detailed in the schedule of works. The Council had NO OBJECTION.

**11.2 Decisions:** The following application results were noted:

DC/23/04534 Old Rectory, Norton Road - application for Listed Building Consent - stripping and relaying of roof coverings, insertion of a breather membrane and insulation within roof void and repairs as necessary as per schedule of works. GRANTED;

DC/23/03929 The Barn north of The Lodge, Norton Road - removal or variation of a condition following grant of planning permission DC/20/03364 - change of use and conversion of barn to one four-bedroom dwelling. GRANTED;

DC/23/03931 The Barn north of The Lodge, Norton Road - change of use and conversion of barn to one four-bedroom dwelling. GRANTED; and DC/23/04129 Stone Cottage, The Green - erection of single-storey extension (following the demolition of existing garden room). GRANTED.

**11.3 Applications Awaiting Decision:**

DC/23/02229 Land fronting Flatts Lane - application for outline planning permission (access points to be considered, appearance, layout, landscaping and scale to be reserved) Town and Country Planning Act 1990 (as amended) - erection of three self-build dwellings with garaging. The Council OBJECTED.

### **23.11.12 Matters for the Attention of the Council**

Cllr Storey reported on the recent Annual General Meeting of the Past and Present Society and difficulties it faced, indicating that she would be proposing to the Budget Working Party that the Council sponsor one of its meetings in the 2024-2025 financial year.

### **23.11.13 Next Meeting**

It was noted that the next Ordinary Meeting of the Council would be held on Tuesday 9 January at 7.30pm in Tostock Village Hall.

**There being no further business the meeting closed at 9.38pm.**