

TOSTOCK PARISH COUNCIL

**Minutes of the Ordinary Meeting of the full Council
held on 10 June 2025 at 7.30pm in Tostock Village Hall
(Approved 12.08.25; minute 25.08.03 refers)**

Present: Cllr Jane Storey (Chair), Cllr Michael Baully, Cllr Paul Callow,
Cllr Roger Cross, Cllr Julian Kearsley, Cllr Glenn Lebbon,
Cllr Sue Smith and Cllr Andrew Sharkey.

In Attendance: Parish Clerk: Doug Reed.

25.06.01 Apologies for Absence

Accepted from Cllr David Blundell who was unable to attend due to family health problems.

25.06.02 Declarations of Interest and Dispensations

02.1 Interests: None.

02.2 Dispensation Requests: None.

02.3 Dispensation Decisions: None.

25.06.03 Minutes of the Last Parish Council Meeting

It was resolved that the minutes of the Annual Meeting of the Parish Council, held on 13 May, be signed as a true record.

25.06.04 County and District Councillors' Reports

04.1 County Councillor: Cllr Mellen was not present.

04.2 District Councillors: Cllr Richardson had sent apologies. His written report, as circulated to all councillors, was duly noted. Cllr Bradbury was not present.

25.06.05 Public Comment and Questions

None.

25.06.06 Correspondence

Cllr Storey reported on items both sent to and received by the Council. She noted receipt of e-mails from Mid Suffolk District Council about proposed changes to the Community Infrastructure Levy charging schedule and a review of community governance. Further, she noted that a resident had offered to take on the management of the village website and that she would aim to meet with the volunteer in due course; that, as a matter of courtesy, notice had been given of works to trees in the garden of a local dwelling; and that she had sent an e-mail to Suffolk Highways about works in the village and would circulate the reply upon receipt.

25.06.07 Finance

07.1 Responsible Financial Officer: It was noted that the NatWest current account stood at £7,027.09 and the reserve account at £64,336.94 further to which it was resolved that the reconciliation be approved. Of the total it was noted that £59,130.99 was Community Infrastructure Levy funding which could not be spent on day-to-day matters.

TOSTOCK PARISH COUNCIL

07.2 Payments and Income: It was resolved that the schedule of payments be approved. The schedule comprised the following:

- ♦ Clerk: salary (May) - £344.12;
- ♦ HMRC: PAYE and NI (May) - £88.78;
- ♦ Clerk: homeworking allowance (May) - £26.00;
- ♦ Gipping Press Ltd: "Tostock Chronicle" (June/July) - £319.00;
- ♦ Clerk: reimbursement of the annual ICO data protection registration fee - £52.00; and
- ♦ O Holland: litter-picking - £64.50.

Income received was duly noted as follows:

- ♦ NatWest: reserve (deposit) account interest - £58.06; and
- ♦ "Tostock Chronicle": advertising - £65.00.

07.3 Community Infrastructure Levy: The funding position was noted. There had been no changes since the last meeting.

07.4 Internal Audit 2024-2025: The internal audit report carried out by Heelis and Lodge was reviewed. It was agreed that it evidenced an excellent result with no matters identified as requiring remedial action.

25.06.08 **Speeding Device**

The Council reviewed the latest position regarding speeding through the village and, further to recommendations received, determined that there would be merit in pursuing solar-powered devices on offer from Elan City. It was reported that other nearby villages had used this company very successfully. It was proposed by Cllr Callow, seconded by Cllr Kearsley, that a single device be acquired in the first instance which, if it proved appropriate and cost-effective, might lead to the acquisition of further devices. The proposal was carried, with the cost to be met by Community Infrastructure Levy funding.

25.06.09 **Ongoing Matters**

09.1 Land off Flatts Lane: It was reported that, further to a tribunal judgement, HM Land Registry had now formally registered the land in question in the name of Suffolk County Council. However, it was noted that an appeal against that decision was still the possible.

09.2 "Tostock Chronicle": Councillors reviewed the situation with the newsletter given that the latest edition had stretched to 20 pages when the Council had a budget for the year based upon 16 pages per issue. It was confirmed that the funding for the publication had been established after careful consideration and that, as with all Council expenditure, it had to be properly managed with no overspend. It was confirmed unanimously that each issue had to be no more than 16 pages, that advertisers should not be compromised, that all local businesses needed to be treated equitably in terms of paying for space and that Cllr Storey would speak again with some contributors to emphasise that copy should be restricted to no more than a single page. The Clerk was asked to communicate the review outcomes to the newsletter Editor on behalf of the Council.

09.3 Swift Boxes: The matter of depletion of the swift population, raised at the Annual Parish Council Meeting, had been investigated further. It was reported by Cllr Storey that the RSPB offered helpful information and

TOSTOCK PARISH COUNCIL

advice on its website including instructions and how to construct swift boxes and where they should ideally be located. It was agreed that everyone should be encouraged to think about making such boxes although it was acknowledged that swifts can take some time being attracted to new sites and boxes.

25.06.10 Council Governance

Consistent with 2025 amendments to Model Standing Orders 14 and 18, as produced by the National Association of Local Councils, it was resolved to update the same standing orders as adopted by Tostock Parish Council.

25.06.11 Planning

11.1 New Applications:

None.

11.2 Decisions: The following application results were noted:

DC/25/10381 Bobbin Cottage, Flatts Lane - existing single storey dwelling. Reroofing of existing dwelling with pitched roof throughout, extend the ground floor hall and main entrance, install rooflight, add window to the previous garage and relocate the main entrance access onto the site. GRANTED; and

DC/25/01518 Foresters East House, New Road - construction of new vehicle access/dropped kerb replacing shared access; construction of rendered walls to replace low level fencing; installation of new vehicle gates and supporting piers and construction of extended driveway surface. GRANTED.

11.3 Applications Awaiting Decision:

DC/25/02013 Oak Cottage, The Green - application under S73 for removal or variation of a condition following grant of planning permission DC/24/02307 (11/07/2024) Town and Country Planning Act 1990 (as amended) - to vary condition 2 (approved plans and Documents) as per revised plans submitted to request approval for changes to the windows and doors in the proposed extension. The Council had NO OBJECTION; and

DC/25/02173 Tostock Place, Church Road - erection of a side extension and outbuildings. The Council had NO OBJECTION.

25.06.12 Matters for the Attention of the Council

None.

25.06.13 Next Meeting

It was noted that the next Ordinary Meeting of the Council would be held on Tuesday 12 August at 7.30pm in Tostock Village Hall.

25.06.14 Motion to Exclude the Press and Public

It was resolved to exclude the press and public from the meeting for the final substantive agenda item on the grounds that, while any decision was of public interest and would need to be recorded formally, the discussion leading to that decision would be likely to involve personal and/or

TOSTOCK PARISH COUNCIL

confidential data which it was not in the public interest to disclose and which needed to be properly safeguarded on behalf of all concerned.

25.06.15 Easement (Village Green)

The Council received a positive update from Cllr Callow on the latest situation regarding a request for vehicular access across the Village Green. A way forward had been agreed with the property owners and a communication received from the solicitor acting on their behalf with a proposed easement valuation. Councillors were content with the sum and the fact that legal costs were due to be borne by the property owners but felt that all elements of matter - necessarily inclusive of all payments - should, for the benefit of both parties, be completed within 12 months.

There being no further business the meeting closed at 8.15 pm.