

TOSTOCK PARISH COUNCIL

**Minutes of the Ordinary Meeting of the full Council
held on 12 August 2025 at 7.30pm in Tostock Village Hall**
(Approved 11.11.25; minute 25.11.03 refers)

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

In Attendance: District Cllr Harry Richardson;
Three members of the public; and
Parish Clerk: Doug Reed.

25.08.01 Apologies for Absence
None.

25.08.02 Declarations of Interest and Dispensations
02.1 Interests: None.
02.2 Dispensation Requests: None.
02.3 Dispensation Decisions: None.

25.08.03 Minutes of the Last Parish Council Meeting
It was resolved that the minutes of the Ordinary Meeting of the Parish Council, held on 10 June, be signed as a true record.

25.08.04 County and District Councillors' Reports
04.1 County Councillor: Cllr Mellen was unable to attend and had sent apologies. His written report had been circulated to councillors.
04.2 District Councillors: Cllr Bradbury had sent apologies.
Cllr Richardson presented his report.

25.08.05 Public Comment and Questions
None.

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

- ◆ E-mails from a resident concerned about the increasing volume of HGVs in the village, particularly along New Road, and the poorly positioned signage advising that the route was unsuitable for such traffic. Further to a wide-ranging discussion about the situation it was agreed that the matter would be kept under review and that there were potential benefits to be gained from the acquisition of a third solar-powered speeding device from Elan City.
- ◆ It was noted that several finger posts denoting footpaths had been removed or rotted and so needed replacing. Cllr Sharkey, as Footpaths Officer, would contact Suffolk Highways to seek their supply such that they then might be installed by a working group from the Parish Council.
- ◆ A detailed report by the Tree Officers was warmly welcomed by the Council and the recommendations contained therein accepted in full. Trees

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which might need preservation orders were identified as well as some requiring remedial attention and others which were deemed to be rare or of special interest. With a further part of the village still to be examined, the overall position would be considered at the November meeting of the Council when the aim would be to determine action, including the creation of a possible working party and potential budget for the same.

25.08.07 Finance

07.1 Responsible Financial Officer: It was noted that the NatWest current account stood at £6,098.25 and the reserve account at £58,838.52 further to which it was resolved that the reconciliation be approved. Of the total it was noted that £53,516.21 was Community Infrastructure Levy funding which could not be spent on day-to-day matters.

07.2 Litter-Picker: An increase in the rate of pay per hour paid to the Council litter-picker from £8.60 to £10.00, backdated to 1 April 2025 and based on the new National Minimum Wage for those aged 18-20, was confirmed.

07.3 New Pay Scales: The Council resolved to adopt the newly agreed NJC pay scales, as contractually applicable to the Council post of Clerk, to be applied retrospectively from 1 April 2025 with the resultant salary implication (increase of £0.53 per hour).

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

- ◆ Clerk: salary (June) - £344.12;
- ◆ HMRC: PAYE and NI (June) - £88.78;
- ◆ Clerk: homeworking allowance (June) - £26.00;
- ◆ Tostock Village Hall: venue hire (April-June) - £45.00;
- ◆ Gipping Press Ltd: "Tostock Chronicle" (August/September) - £208.00;
- ◆ Mid Suffolk District Council: dog and litter bin emptying service - £489.40 + £97.88 VAT;
- ◆ O Holland: litter-picking (including arrears) - £100.50; and
- ◆ Elan City: two speed monitoring devices (Community Infrastructure Levy expenditure) - £4,678.98 + £935.80 VAT.

Income received was duly noted as follows:

- ◆ NatWest: reserve (deposit) account interest - £60.11;
- ◆ NatWest: reserve (deposit) account interest - £56.25;
- ◆ "Tostock Chronicle": advertising - £30.00; and
- ◆ Mid Suffolk District Council: cleansing grant (2025-2026) - £1,269.84;

07.5 Community Infrastructure Levy: The funding position was noted.

25.08.08 Community Emergency Plan

The Council considered the e-mail received from the Emergency Planning Support Officer at Mid Suffolk District Council offering guidance and support in the development of a Community Emergency Plan. However, it was agreed that the village would be adequately provided for in the event of a local emergency, and subject to the direction of larger authorities and/or appropriate emergency services in the event of a major problem. As such, it was considered unlikely that there was anything to gain from the effort required to compile and maintain a plan. Discussion then moved to

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the potential benefit of producing a neighbourhood, parish or village plan each having merit but requiring different amounts of resources. Further consideration would be given to the options.

25.08.09 Land Registry

With the intention of reinforcing ownership of village land already in its possession, the Council agreed to engage Atkins Dellow Solicitors to undertake relevant work with the Land Registry at a total cost of £1,610.40 including VAT plus any additional expenses and disbursements which might be incurred.

25.08.10 Village Communications

It was confirmed that vacancies now existed both for a new website manager and new editor for the "Tostock Chronicle". Cllr Storey reported that a volunteer had come forward for the former and that she was to meet imminently with the resident concerned. She would also advertise the vacancy for the latter.

25.08.11 CityFibre and Electronic Communications

Having raised concerns about proposed works and the lack of any compensatory payment, councillors accepted reluctantly that the Council was left with no choice but to approve the proposed wayleave agreement with CityFibre in respect of the installation of electronic communication apparatus at land lying to the south of Leys Road.

25.08.12 Ongoing Matters

The only ongoing matter was that regarding land off Flatts Lane which, although further to a tribunal judgement had now been formally registered in the name of Suffolk County Council, might still be subject to an appeal against the decision.

25.08.13 Planning

13.1 New Applications:

None.

13.2 Decisions: The following application results were noted:

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. GRANTED.

13.3 Applications Awaiting Decision:

DC/25/02173 Tostock Place, Church Road - erection of a side extension and outbuildings. The Council had NO OBJECTION; and DC/25/03316 Oak Cottage, The Green - works to trees in a Conservation Area - removal of leylandii hedge (21 trees). The Council had NO OBJECTION.

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25.08.14 Matters for the Attention of the Council

Further to a request from the Crochet Group to place a Christmas feature on or at the bus stop on the Village Green, councillors were very pleased to give permission and looked forward to seeing what was produced.

25.08.15 Next Meeting

It was noted that the next Ordinary Meeting of the Council would be held on Tuesday 11 November at 7.30pm in Tostock Village Hall.

Councillors also noted that the meeting scheduled for Tuesday 9 June 2026 had had to be moved to Tuesday 7 July 2026.

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

25.08.17 Easement (Village Green)

Cllr Callow reported on the latest position regarding negotiations with the solicitor acting on behalf of the property owners. He indicated that, currently, Council costs and the process by which the easement payment would be made were subject to confirmed agreement.

There being no further business the meeting closed at 8.50 pm.