

**TASBURGH PARISH COUNCIL**  
**17 Alder Close, Poringland, Norwich, NR14 7LY**  
**Tel: 01508 494569 Email: [tasburghpc@btinternet.com](mailto:tasburghpc@btinternet.com)**  
**Clerk to the Council: Tina Eagle**

**To members of the Public** you are invited to attend a meeting of Tasburgh Parish Council on Tuesday 18<sup>th</sup> May 2021, 7.30pm at **Tasburgh Village Main Hall** for the purpose of transacting the following business:

Due to the size of the room there is an outdoor seating area for public attendees. Indoor seating will only be made available as can safely and legally be accommodated.

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## **AGENDA**

- 1. Election of Chairperson and Declaration of Acceptance of Office**
- 2. Election of Vice Chairperson**
- 3. To consider apologies for absence**
- 4. Declaration of interest for items on the agenda and applications for dispensations**
- 5. To adopt and observe the Code of Conduct**
- 6. To appoint a representative to Tasburgh Village Hall Committee**
- 7. To appoint a Councillor to review the payments receipts and bank reconciliation for the forthcoming year on a quarterly basis.**
- 8. To consider the re-allocation of duties carried out by Councillors**
- 9. Advisory Committees**
  - a) To appoint representatives to Procedural Advisory Committee
  - b) To appoint representatives to Burrfield Park Management Advisory Committee
  - c) To appoint representatives to Data Protection Committee
  - d) To appoint representatives to Neighbourhood Plan Advisory Committee
- 10. To confirm the minutes of the meeting held on Tuesday 20<sup>th</sup> April 2021**
- 11. To confirm the minutes of the planning meeting held on Tuesday 4<sup>th</sup> May 2021**
- 12. Urgent items to be raised through the Chair**
- 13. Update on matters arising from the minutes**
  - a) Assets of Community Value
  - b) Repair to post no. 2 on Horseshoe Footpath
- 14. Correspondence**
  - a) South Norfolk District Council's book of condolence messages
  - b) Parishioner request for a meeting to discuss specific Low Road traffic issues – for consideration.
- 15. Reports on meetings attended**
  - a) Village Hall Management Committee (BH)
  - b) Understanding the Planning System Training 12<sup>th</sup> May (PT)

## 16. Finance matters

To consider payment of the following:

a) Tina Eagle	Clerks salary/Expenses	£463.71/£14.39
b) Norfolk Pension Fund	Pension contribution	£142.30
c) Land Registry	Registration Fee	£30.00
d) Norfolk Parish Training & Support	Understanding Planning	£44.00
e) Mrs A Barnes	Internal Audit	£66.00

- f) To consider and approve Internal Audit Report 2020/21
- g) To approve and appoint Internal Auditor for 2021/22
- h) To consider approve and sign AGAR Section 1 Annual Governance Statement
- i) To consider approve and sign AGAR Section 2 Accounting Statements

## 17. Public participation and exchange of information

- a) County Councillor Alison Thomas
- b) District Councillor Michael Edney
- c) Public Comments

## 18. Planning

- a) To consider planning applications received  
**Appl: 2021/0672** Location: 4 Watermill Rise Tasburgh NR15 1AW, Proposal: Certificate of lawfulness (proposed) for use of land to station a mobile home annexe for use incidental to the main dwelling.
- b) To hear decisions made to planning applications by South Norfolk Council
- c) To consider any Planning Appeals
- d) Councillors who are available for a planning meeting on **Tuesday 1<sup>st</sup> June** and to nominate Councillor/s responsible for receiving plans before the meeting.

## 19. Consultations

## 20. Advisory Groups

- a) To receive update from the Neighbourhood Plan Group (JC)

## 21. Ongoing Projects

- a) To receive update on Community traffic calming including SAM2
- b) To receive update on repair to Village sign base on Low Road (AP)

## 22. Ongoing Items

- a) Covid-19
  - i) to receive update on Tasburgh community snake rock display board
  - ii) to consider extending Zoom subscription for Advisory Group meetings
- b) Playarea
  - i) To receive quotes for Senior Multi-play equipment repair and agree next steps
  - ii) To receive update on repair to tractor roof
- c) To receive update on Burrfield Park boardwalk and agree next steps
- d) To consider ideas for 1 million trees in Norfolk initiative and agree next steps

## 23. New Items

- a) To consider and agree 2021/22 Action Plan
- b) To consider ideas from the APM for Platinum Jubilee and agree next steps

## 24. Items for next month's agenda

## 25. To confirm date of next meeting, 15<sup>th</sup> June 2021 Tuesday 7.30pm

*Tina Eagle*  
Parish Clerk 11<sup>th</sup> May 2021