

**Minutes of the Meeting of Tasburgh Parish Council held on
Tuesday 18th February at 8pm in Tasburgh Village Hall.**

Present: Jill Casson (Chair)
Brian Hill
Keith Read
Andrew Patrick
Willie Crawshay
Adrienne Watts
Geoff Merchant
Matthew Read
Tina Eagle, Parish Clerk

Also present: 2 members of the public were also in attendance

1. Apologies

Apologies were received and accepted from Preston Thomas

2. Declaration of interest for items on the agenda and applications for dispensations

The following interests were declared:

Item 16b - Jill Casson, Geoff Merchant and Keith Read as they are Trustees of Tasburgh United Charities

3. Minutes of the meeting held on Tuesday 21st January 2020

The minutes of the last meeting previously circulated were considered. It was **agreed** to accept the minutes as a true record of the proceedings, proposed by Keith Read, seconded Andrew Patrick all in favour.

4. Minutes of the planning meeting held on Tuesday 4th February 2020

It was noted that this meeting was cancelled due to no planning applications being received.

5. Urgent Items to be raised through the Chair

It was noted that correspondence had been received via Facebook page relating to parking issues on Woodland Rise and Chestnut Road. This would be considered under Public Participation

6. Update on matters arising from the minutes

a) Highway Issues

i) Church Hill flooding

Cllr Andrew Patrick had inspected the drainage chamber and advised that it was completely full and needed clearing out. It was confirmed this had been reported to Highways

ii) Pot holes

All had been reported to Highways

b) Local Council Award Scheme

It was noted that the renewal of the LCAS Quality Status had been achieved. Some items had been raised for future good practice which would be incorporated into the Clerk's forthcoming appraisal.

c) Henry Preston Road signage

Had been installed

7. Correspondence

a) Asset of Community Value Chestnut Road, Play area – confirmation had been received from the Land Registry that amendments had been made indicating the playing field as an asset of community value and not the additional land as previously registered.

b) Norfolk ALC & NPT&S Training

It was **agreed** that the Clerk could attend the forthcoming NPT&S Seminar taking place on 11th March at a cost of £48.00 proposed by Keith Read, seconded Adrienne Watts, all in favour.

Clerk

8. Reports on Meetings Attended

a) Village Hall Management Committee

It was noted that a new administrator had been appointed. Any communication relating to the Village Hall should be directed to admin@tasburghvillagehall.org.uk. The upgrade of the web site to include an online booking system is very near to completion. The Annual Fete and Produce Show had been planned for 6th September. All issues raised following the recent Health & Safety checks had now been completed.

b) GNLP Regulation 18 Consultation Briefing

Jill Casson and Adrienne Watts had attended this briefing and the presentation had been previously circulated. South Norfolk District Council are producing a separate plan for smaller villages consisting of 44 village clusters to incorporate a spread of small developments. Consultation is due out by the end of the year.

9. Finance

It was resolved to pay the following:

a)	Tina Eagle	Salary/Expenses	£434.94/£5.20
b)	Norfolk Pension Fund	Pension Contribution	£128.87
c)	P D Moore	Bus Shelter Cleaning	£ 31.00
d)	Community Action Norfolk	Play area inspection course	£ 40.00
e)	Westcotec	SAMS battery	£ 96.00
f)	Norfolk Ass of Local Councils	Renewal of Quality Status	£ 80.00
g)	Information Commissioner's Office	Annual Registration	£ 40.00
h)	Public Works Loan Board	Loan Repayment (Direct Debit)	£272.91

An additional late invoice for payment had been received from:

J R Vincent-Bunn	Burrfeld Park hedge cutting	£ 54.00
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The payments presented including the late invoice were **agreed**, proposed by Willie Crawshay, seconded Andrew Patrick all in favour.

10. Public Participation and Exchange of Information

The meeting was suspended to allow the public and those Councillors with a prejudicial interest to speak.

a) County Councillor Alison Thomas

Not available

b) District Councillor Michael Edney

Not available

c) Public Comments

A member of the public raised concerns that the contractor working at Halloween Cottage had been seen driving the wrong direction on Church Hill.

Cllr Matthew Read read out the message received on facebook enquiring whether anything could be done with regards to the parking issue on Woodland Rise and Chestnut Road.

It was **agreed** these two matters would be considered when Standing Orders were reinstated.

The meeting was reconvened.

Church Hill

It was agreed details would be forwarded to the Police, proposed by Geoff Merchant, seconded Adrienne Watts, all in favour.

Clerk

Woodland Rise and Chestnut Road parking

It was **agreed** to follow up with DVLA and inform the Police and the District Council proposed Matthew Read, seconded Geoff Merchant all in favour.

Clerk

11. Planning

a) Planning Applications

i) **Appl:2020/0146** Location: The Little House Greenacres Farm Ipswich Road Tasburgh
Proposal: Two side extensions to form utility/playroom and additional bedrooms.
Jill Casson and Andrew Patrick had viewed the plans and visited the site. It was **agreed** the proposal should be approved proposed by Andrew Patrick seconded Adrienne Watts all in favour.

ii) **Appl:2020/0171** Location: 56 Church Road Tasburgh
Proposal: Single storey front and rear extensions.
Jill Casson and Andrew Patrick had viewed the plans and visited the site. The application was to extend out at back and create a new garage, neither of which would impact on neighbours. It was **agreed** to recommend approval proposed by Jill Casson, seconded Geoff Merchant all in favour.

iii) **Appl:2020/0186** Location: Foundary Plant Centre, Ipswich Road Tasburgh
Proposal: Proposed storage building for use in association with nurseries and plant center.
Jill Casson had viewed the plans and visited the site. The storage building would be situated behind the café/toilets and would be completely invisible from the road. It was **agreed** to recommend approval proposed by Jill Casson seconded Andrew Patrick all in favour.

iv) **Appl 2020/0223** Location: Halloween, Church Hill Tasburgh
Proposal: Single storey front and side extensions with rear dormer loft extension, raise roof ridge and two front dormers (resubmission of 2019/1935)
Adrienne Watts and Andrew Patrick had viewed the plans and visited the site.
No objections from neighbours as it is not overlooked and improves what was a unsightly property. Access of vehicles is to the side of the property and parking had only been

allocated for two vehicles. Concerns were raised that if more than two cars are visiting Church Hill may be used or neighbouring properties. It was **agreed** to recommend approval on the condition that parking does not take place to the front of the building or infringe neighbouring properties proposed by Adrienne Watts, seconded Andrew Patrick all in favour.

b) Planning Decisions

None received

c) Planning Appeals

i) **APP/L2630D/19/3237670 Ref:2019/1539** 4 Henry Preston Road

It was noted that the applicant had appealed against the refusal by South Norfolk Council. It was **agreed** not to withdraw the comments previously made on this application proposed by Geoff Merchant, seconded Keith Read all in favour.

d) Next Planning Meeting

It was **agreed** that the next planning meeting would be held on **3rd March 2020** and Keith Read and Adrienne Watts **agreed** to take the plans

**KR/
AW/**

12. Neighbourhood Plan Working Group Meeting

a) It was reported that Richard Squires, Senior Community Planning Officer from South Norfolk District Council had agreed to attend the next meeting in March to provide more information to the group. Adrienne Watts and Jill Casson are attending a quarterly Networking Neighbourhood Group Tuesday **24th February**. Should anyone else wish to attend email the Clerk.

13. Ongoing Projects

a) Community traffic schemes

There was nothing to report on behalf of the Community Speed Watch Group or SAMS

b) Low Road speed reduction proposal

Cllr Andrew Patrick circulated his proposal to encourage road users to slow down before entering into the bend just before the 30mph by Sweetlands using road markings and bollards. It was **agreed** to arrange a meeting with the Highways Engineer on site to discuss further proposed by Geoff Merchant, seconded Andrew Patrick, all in favour.

Clerk

14. Ongoing Items

a) Annual Parish Meeting

It was **agreed** that the theme for this year's meeting on 28th April would be a Neighbourhood Plan with a proposed earlier start time of 7.30. Richard Squires, Senior Community Planning Officer from South Norfolk District Council had agreed to attend and provide more information.

A further Agenda item to be added for discussion was Traffic calming schemes.

Clerk

b) Website Accessibility Review

It was noted that while the website is now fully compliant, any future documents that are created and added to the website would also require some changes to ensure they are compliant. It was hoped that a template would be made available to produce future documents.

c) Church Road Hedging

Confirmation had been received that the hedge would be cut back when there was no danger of further frost. The Wildlife Act comes into force, 1st March ending August

whereby it is an offence to cut back hedges during the nesting session. concerns were raised that more growth would extend onto the footpath. It was **agreed** to pass over to Highways to follow up, proposed by Willie Crawshay, seconded Andrew Patrick all in favour.

Clerk

15. Consultations

a) Greater Norwich Local Plan – Regulation 18 Draft Consultation

It was **agreed** this would be an Agenda item for further consideration at next Planning meeting scheduled 3rd March.

Clerk

16. New Items

a) Operation London Bridge

It was **agreed** subject to checking with South Norfolk District Council that loose leaf pages would be obtained for the period of mourning with the possibility of them being added to the South Norfolk District Council condolences book, proposed by Geoff Merchant, seconded Matthew Read all in favour.

Clerk

b) Clerks Appraisal

Adrienne Watts and Andrew Patrick **agreed** to undertake the Clerk's Appraisal before the next meeting.

AW/AP

c) Sand & Marl Pit Charity Meeting

It was **agreed** that the meeting would be held on the rise of the Parish Council meeting scheduled **19th May 2020**.

d) Allotment Society

It was reported that there is one broken and a number of wobbly fence posts that need replacing. Quotes had been obtained to replace the wooden post/s. It was **agreed** to look at the original leasing documents to ascertain who has responsibility for future maintenance of the allotments proposed by Geoff Merchant, seconded Willie Crawshay all in favour. In the interim period Keith Read and Matthew Read **agreed** to replace the broken post to ensure the allotments are kept secure from rabbits.

**Clerk
MR/KR**

The issue of future pest control, would be an Agenda item for discussion when required.

e) Tasburgh United Charities

It was reported that a Trustee had resigned from the Charity after only completing a year in office of a four year term. The existing constitution, which is currently under review, makes no provision for appointing replacement trustees mid-term. It was **agreed** that in the short term:

- a replacement trustee should be sought by the Parish Council
- when appointed, the trustee should serve to the end of the original 4 year term proposed by Matthew Read, seconded Adrienne Watts all in favour.

17. Items for next month's agenda

18. To confirm date of next meeting, Tuesday 17th March 2020 (Refreshments from 7.30pm)

The meeting closed at 9.35pm

CHAIRMAN

