

**Minutes of the Meeting of Tasburgh Parish Council held remotely via
Go To Meeting on
Tuesday 15th September 7.30pm**

Present

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

Also present

District Councillor Michael Edney, no members of the public were present.

1. Apologies

Apologies were received and accepted from County Councillor Alison Thomas, and Preston Thomas

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

Brian Hill and Matthew Read declared a pecuniary interest in item 11a (iii) Keith Read and Adrienne Watts declared an interest in item 11a (iii)

3. Minutes of the meeting held on Tuesday 18th August 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 by, Adrienne Watts, all in favour.

4. Minutes of meeting held on Tuesday 1st September 2020

It was **agreed** to accept the minutes as a true record of the proceedings proposed by, Adrienne Watts seconded by, Keith Read all in favour.

5. Urgent Items to be raised through the Chair

None

6. Update on matters arising from the minutes

a) A140 crossing

Alison had chased this matter again with Highways who had advised they were aware that the request was for down lighters but their decision still remained unchanged. Alison noticed the light on the tall pole was not working which she reported.

7. Correspondence

a) Clerk & Councils Direct

Reading material

b) Saving Swainsthorpe Campaign

Reading material had been received concerning the Ben Burgess proposal.

c) Marlingford & Colton Parish Council's response to South Norfolk's consultation

Correspondence had been previously circulated which also highlighted the forthcoming Government's Planning White Paper Consultation. This will be an Agenda item for October meeting.

8. Reports on Meetings Attended

a) Village Hall Management Committee

It was reported that although the Village Hall is open there are still concerns with regards to the changing Government guidance and the implications this has for the Village Hall. The Social Club is open including Saturday afternoons and they have a very strict routine regarding being served. It is the intention the Trustees continue to meet remotely as this seems to be working well.

9. Finance

It was resolved to pay the following:

a) Tina Eagle	Salary/Expenses	£452.47/£79.60
b) Norfolk Pension Fund	Pension Contribution	£136.46
c) P D Moore	Bus Shelter Cleaning	£32.00
d) Tasburgh Village Hall	Play equipment lease	£50.00
e) Norse Eastern Ltd	Printing of Quarterly	£393.00
f) Norse Eastern Ltd	Printing of Yellow Pages	£49.00
g) Norse Eastern Ltd	Printing of Church News	£45.00

The payments presented were **agreed** proposed by, Keith Read seconded by, Geoff Merchant all in favour.

h) Insurance renewal and payment

It was noted that the Procedural Group had met September 10th to review the policy and 3 quotations provided by Came & Co. It was **agreed** to accept the Ecclesiastical quote and enter into a 3 year agreement for the amount of £1270.02, proposed by Brian Hill, seconded Keith Read, all in favour.

i) Local Government Services Pay Agreement 2020/21

New rates of pay had now been agreed with effect from 1 April 2020 which would increase the Clerk's salary by £11.90 per month. It was **agreed** to accept the LGS pay agreement and for the increase to be backed dated to April proposed by Keith Read, seconded by 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

Report previously circulated as follows:

If anyone is interested in volunteering to be part of a steering group to help set up a Good Neighbour scheme in the area to contact Alison for more information. Support will be provided by Community Action Norfolk (CAN) who will take all the hassle out of setting this up!

The Covid-19 outbreak at Banham Poultry is under control and the factory had now resumed full operation. Would have preferred not to have had an outbreak but it had proved that the systems in Norfolk had, and will continue to work well when needed.

The Norfolk Records Office is now open. If anyone wished to visit please check on the County Council website for updated opening hours and restrictions related to Covid-19 measures.

Conversation had taken place with Andrew Jamieson re a cycle path to Long Stratton from Tasburgh. A rough route would need to be identified and landowners approached to see if they are willing to permit access over their land. Once this initial work has been undertaken it can then be forwarded to officers to see if it can be progressed further. There is not a dedicated resource at NCC to undertake the initial preparatory work. It was **agreed** this would be an Agenda item for next meeting.

b) District Councillor Michael Edney

Every preparation is being made at District level to move some staff back into offices however with new Government guidance being received regularly it is making it very difficult at times. The merger of South Norfolk and Broadland Councils and aligning policies is also proving to be a challenge.

c) Public Comments

None

The meeting was reconvened.

11. Planning

a) Planning Applications

i) **Appl No: 2020/1503** Location: The Old Rectory Church Hill Tasburgh NR15 1NB

Proposal: Installation of through floor lift

Adrienne Watts presented the application to the meeting. It was advised that if the lift were to be removed at a later date the materials taken down to install the lift would be kept to restore as per the original fittings. It was **agreed** to recommend approval proposed by Willie Crawshay, seconded Keith Read, all in favour. **Clerk** to respond to South Norfolk Planning

ii) **Appl: 2020/1594** Location: 41 Church Road Tasburgh NR15 1ND

Proposal: Single storey rear extension and external alterations.

Adrienne Watts presented the application to the meeting. Having looked at the plans advised the application caused no issues of overlooking or loss of privacy and could see no reason not to approve the application. It was **agreed** to recommend approval proposed by Geoff Merchant, seconded Brian Hill all in favour. **Clerk** to respond to South Norfolk Planning

Brian Hill, Matthew Read and Adrienne Watts left the meeting

District Councillor Michael Edney joined the meeting

iii) **Appl: 2020/1621** Location: Land adjacent to 7 Harvey Close Tasburgh

Proposal: Erection of single storey dwelling

Jill Casson advised that having viewed the plans together with the Material Planning Aid considerations there were concerns with regards to Noise/Disturbance, Loss of sunlight, and Layout and Density.

Other comments made are as follows:

Harvey Close is a 1960's built development of 9 bungalows pleasingly separated by good sized gardens. This proposal seeks to build an additional bungalow in the garden of No 7, close to the boundary with No 8. The insertion of additional building here would have a detrimental effect on the appearance and the whole balance of the properties in the close. No other

bungalows in Harvey Close are close to their boundary, in all it would be out of character with the area.

In order to create additional space needed, the proposal seeks to demolish No. 7 half of the semi-detached garage set on the boundary with No. 8. This clearly would cause disturbance, nuisance and distress to the owner/occupiers of No. 8, even if their garage survives the demolition.

By building as proposed, an unacceptable degree of overshadowing would be caused in relation to the neighbours of No 8, it would effectively reduce the amount of light available to three windows of that property. In addition a kitchen/diner, entrance porch and bathroom would be robbed of morning sunshine.

For all of the above reasons it was **agreed** to refuse the application proposed by Geoff Merchant, seconded Willie Crawshay, 2 in favour, 1 abstention. **Clerk** to respond to South Norfolk Planning.

Matthew Read, Adrienne Watts and Brian Hill re-joined the meeting.

b) Planning Decisions

None received

c) Planning Appeals

None received

d) Next Planning Meeting

It was **agreed** that the next planning meeting would be held on **6th October 2020**. Jill Casson, Geoff Merchant, Keith Read and Adrienne Watts confirmed their attendance and Andrew Patrick **agreed** to take the plans.

12. Consultations

a) South Norfolk's Licensing Policy Review

Correspondence had been previously circulated. This review had been undertaken jointly by Broadland and South Norfolk to align the two Policy documents. No comments were put forward for submission.

13. Advisory Committees

a) Neighbourhood Plan

Draft minutes of the meeting held 1st September had been previously circulated. It was **agreed** to recommend approval of the updated Terms of Reference proposed by Geoff Merchant, seconded by Keith Read all in favour. It was noted that the funding application is currently on hold until advice is received from the planners.

14. Ongoing Projects

a) Community traffic calming schemes

i) Update on Community Speed Watch

It was reported that 500x30mph wheelie bin stickers would cost £279.50. With approximately 158 properties on Church Road, Grove Lane, Low Road and Saxlingham Lane each would need several stickers. It was noted it would be more effective if stickers could be placed on

each bin to cover traffic from both directions and for them to be distributed via the next Quarterly along with a letter from the Parish Council promoting the scheme.

The meeting was suspended to allow District Councillor Michael Edney to contribute to the discussion.

Michael confirmed he could allocate £279.50 from his members ward budget to purchase a further 500 stickers which would enable stickers to be placed each side of the wheelie bins in the locations identified.

The meeting was reconvened

It was **agreed** to purchase 500x30mph stickers and accept the offer of a further 500 from Michael's member's ward budget proposed by Willie Crawshay, seconded Matthew Read all in favour. **Clerk**. It was also **agreed** to include a letter from the Parish Council promoting the initiative in the next edition of the Quarterly, proposed by Keith Read, seconded by, Willie Crawshay all in favour. **Clerk**

ii) SAMS machine

It was **agreed** to convert the SAMS machine to bluetooth at a cost of £250.00 with discount of £55.00 if we were to collect and return to Dereham base, proposed by Geoff Merchant, seconded Willie Crawshay all in favour.

15. Ongoing Items

a) Covid-19

i) Tasburgh community snake rock

It was noted that the originators of the snake rock intend to gather together some ideas for the preservation of the stones for the Parish Council's consideration.

ii) Current remote service provider

It was noted that after 6 months there still seem to be some technical issues using Go To Meeting. It was **agreed** to cancel the current subscription of £11.00 + VAT and try Zoom for 6 months at a cost of £11.99 proposed by Matthew Read, seconded by Brian Hill all in favour. **Clerk**

16. New Items

a) Ground Maintenance Specification

Documents had been previously circulated for consideration. It was **agreed** that the specification for Burrfield Park, Horseshoe Footpath and the Churchyard requires no updating. One amendment was requested to the verge specification to add '*not to cut where residents are already cutting their verges outside Orchard Way, Valley Road and Woodland Rise*' It was **agreed** to contact the secretary of Tasburgh Village Hall Management Committee to ask if they wish to include a specification for the playing field area to be included. **Clerk**

b) Repairs to play area equipment

It was **agreed** to obtain quotes to repair the hole in the roof of the rocket, proposed by Jill Casson, seconded by Brian Hill all in favour. **Clerk**

c) Roadside Mirror

The Highways Engineer had advised that roadside mirrors are not allowed on Highway land and had confirmed the roadside mirror on Low Road is on Highways land. It was **agreed** that as this was the case it is for Highways to enforce it proposed by Geoff Merchant, seconded by, Keith Read all in favour.

d) Public Sand Gravel & Marl Pit Charity

It has been brought to our attention that the pit belonging to the Sand Gravel and Marl Pits Charity on the other side of the lane along Marlpit Lane had been partially filled in to form parking spaces. As the trustee owner we may want to consider at the very least some fencing off emphasising that it should not be used. It was **agreed** to fence off the area and look into registering the land. Andrew Patrick **agreed** to put up a temporary measure and Keith Read agreed to look into obtaining a map for the area.

17. Items for next month's agenda

As minuted.

18. To confirm date of next meeting, Tuesday 20th October 2020, 7.30pm

The meeting closed at 8.47pm

CHAIR