

**Minutes of the Meeting of Tasburgh Parish Council held remotely via
Zoom on
Tuesday 15th December 7.30pm**

Present

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

Also present

None

1. Apologies

Apologies were received and accepted from District Councillor Michael Edney

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

Andrew Patrick declared an interest in Agenda item 15b and 17a

3. Minutes of the meeting held on Tuesday 17th November 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, Geoff Merchant, all in favour.

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

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.

5. Urgent Items to be raised through the Chair

None

6. Update on matters arising from the minutes

a) Trailer on Hastings Road

It was **agreed** to leave the matter as is.

Matthew Read connected to the meeting

b) Marlpit Lane Land

It was reported that confirmation had been received that the land had not been registered. It was **agreed** to ask the Secretary of the United Charities Trust to help complete an application for first registration. **Clerk**

c) Chestnut Road Grit Bin

It was noted the repair to the lid would be undertaken within the week **AP**

d) Horseshoe footpath fence posts

Repairs to the broken fence posts had now been completed.

e) Bus shelter cleaning

The cleaner had tried to remove the remnants of the posters in the bus shelters. It was proving difficult to get the glue off without scratching the plastic and is currently looking at other methods to remove the glue.

f) Low Road village sign

It was **agreed** to leave the repainting of the village sign until the Spring to coincide with the work required on the base.

g) Cycle paths

Long Stratton Town Council had confirmed they are keen to explore this matter further. Due to personal commitments of their Clerk the earliest this item could be taken forward would be July/August 2021. **Clerk**

7. Correspondence

a) Notice of 2021 Village Hall hire charges

Letter to user groups confirming there would be no increase to the hourly hire charges for 2021.

8. Reports on Meetings Attended

a) Village Hall Management Committee

The hall is still being guided by the Government rules concerning the restrictions due to the virus and continues to be regularly used by the Playgroup. The tennis courts are again open and the outside areas are frequently being used by the community. There had been social media publicity, to encourage people to come forward to become Trustees.

It was **agreed** to provide some 30mph wheelie bin stickers for display on the Village Hall bins.
KR

9. Finance

It was resolved to pay the following:

a) Tina Eagle	Salary/Expenses	£463.71/£14.39
b) Norfolk Pension Fund	Pension Contribution	£139.95
c) Norse Eastern Ltd	Quarterly Printing	£393.00
d) Norse Eastern Ltd	Yellow pages Printing	£49.00
e) Norse Eastern Ltd	Church News Printing	£45.00
f) Norse Eastern Ltd	Neighbourhood Plan Questionnaire	£40.00
g) Bartlett Signs	Burrfield Park Signs	£62.40
h) Garden Guardian Ltd	Grounds maintenance	£3417.60
i) Westcotec	Bluetooth Conversion	£234.00
j) P D Moore	Bus shelter cleaning	£32.00

The payments presented were **agreed** proposed by, Preston Thomas seconded by, Willie Crawshay, 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

No report available

b) District Councillor Michael Edney

A summary of report emailed as follows:

Michael would be attending the Council Scrutiny meeting to put forward the case for the rules to the Members Ward budget to be changed back to how they were. This year's budget can be rolled over into 2021 new financial year and once this process had been completed he would apply for the Parish Councils grant for his contribution towards the wheelie bin stickers.

A public space protection order was passed by South Norfolk's full Council recently to require people in control of dogs to clean up after them and to restrict dogs from enclosed children's play areas. A fixed penalty charge for breaching the public space protection order is £100.00 pounds reduced to £80.00 pounds if paid within 14 days from issue of the notice. The District Council may well provide notices.

c) Public Comments

Preston Thomas reported that residents in receipt of a paper repeat prescription can now obtain their medication from the Newton Flotman dispensary which had now re-opened.

The meeting was reconvened

11. Planning

a) Planning Applications

None received

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 **5th January 2021**. Jill Casson, Keith Read, Geoff Merchant, and Preston Thomas confirmed their attendance and Adrienne Watts **agreed** to take the plans.

12. Consultations

None received

13. Advisory Groups

a) Neighbourhood Plan

The draft minutes of the meeting held on 1st December had been previously circulated for information. Responses to the questionnaire and online survey are starting to come through. The current survey monkey plan is the free basic version which only allows for the collection of 40 responses. It was **agreed**, to approve, if required £32.00 to upgrade to the next plan from the Neighbourhood Plan budget to allow receipt of more responses proposed by Adrienne Watts, seconded by Keith Read all in favour.

14. Ongoing Projects

a) Community traffic calming schemes including SAMS2

The SAMS2 had been converted to bluetooth and repositioned to its new location. It was **agreed** that the existing locations would remain the same for the forthcoming year to allow

'like for like' comparison of the data. Geoff Merchant **agreed** to obtain another lock for the machine as the current one had rusted and no longer usable. **GM**

The 30mph wheelie bin stickers had all been distributed to the agreed locations and had started to appear on residents bins.

The Highway Officer had been informed of Alison's offer to fund pedestrian road markings on Low Road. It was **agreed** to confirm the exact location on the bends in Low Road and also look at adding similar markings to the bends on Grove Lane proposed by Geoff Merchant, seconded by Keith Read all in favour. **Clerk**

It was **agreed** to discuss placing pedestrian signs along Low Road with the Highways Officer, proposed by Jill Casson, seconded by Geoff Merchant, all in favour. **Clerk**

It was noted that confirmation had been received that information would be shared as to the evidence that was collected that helped build the case for the Bawburgh traffic calming scheme. In the meantime the Clerk had set up an evidence log to record incidents on Low Road as they are reported.

15. Ongoing Items

a) Covid-19

i) Tasburgh community snake rock

A photograph of half of the stones had been previously circulated. It was suggested to use a metal information board, double sided to incorporate more of the stones and include some background information. It was **agreed** to continue with design work and obtain a cost for work for approval in January meeting. **BH/Clerk**

ii) Outdoor Gym Equipment

Due to recent Government restrictions being lifted the outdoor gym area is again open for use

b) Repair to play area equipment

An off-cut of the longer lasting material referred to had been circulated for consideration. It was **agreed** to replace all panels and accept the quote received of £960.00 proposed by Preston Thomas, seconded by Keith Read, all in favour. Work would be scheduled March/April 2021.

c) Online Banking

It was **agreed** to proceed with setting up online payments for the Community account proposed by Brian Hill, seconded by Keith Read. Andrew Patrick, Keith Read, Geoff Merchant, and Matthew Read **agreed** to be nominated as signatories. **Clerk**

16. 2021/22 Budget Planning

a) Draft project expenditure 2021/22

The draft project expenditure budget had been previously circulated. In the event that no further projects are suggested, it was **agreed** that funding could be made available for projects traffic calming scheme/s from £2500.00 and grant funding for local community projects £2500.00.

Consideration was given to this year's unallocated project money. It was **agreed** to ear-mark the following:

- Cil money £11813.25 to a cycle path project
- Repainting of Village sign in Low Road £145.00
- Conversion of SAMS2 to bluetooth £250.00
- Wheelie bin stickers £475.00
- Snake rock project, funding to be agreed
proposed by Keith Read, second by Preston Thomas all in favour.

Further consideration would be given to possible projects, the budget and resulting precept to be approved and **agreed** at the January meeting.

17. New Items

a) Burrfeld Park

i. Update and quote for repair to observation lid

It was reported the work to fell the dead tree and crown lift the trees over the road had been undertaken. It was **agreed** to advertise the logs for a donation, minimum £50 on the facebook page, proposed by Willie Crawshay, seconded by Geoff Merchant all in favour.

Clerk

As the logs are currently in the way of the observation lid being inspected, it was **agreed** to Agenda this item to the January meeting. **Clerk**

b) Upper Tasburgh Village Sign

Andrew Patrick recommended that the base needed to be pressure washed before any cracks could be repointed. It was further suggested that a suitable path for a drainage channel is also inserted in the top. It was **agreed** to obtain quotes for the work proposed by Keith Read, seconded by Preston Thomas all in favour. **Clerk**

c) Tasburgh Village Hall

Brian Hill had growing concerns with regards to finding replacements when the current Chair and Treasure resign next year. It was agreed in the first instance to watch and see if Trustees do come forward. Secondly, it was considered prudent to have arrangements in place in the event the Parish Council did ever need to take over managing the Village Hall. It was therefore **agreed** to agenda item for January meeting to:

- look at creating an Action Plan **Clerk**
- obtain relevant information from the Charity Commission **Clerk**
- obtain a copy of existing Charity Trust document for consideration **BH**

proposed by Geoff Merchant, seconded by Keith Read, all in favour.

d) Training

It was **agreed** that the Clerk could attend the Norfolk ALC Freedom of Information Training taking place 2021 proposed by Keith Read, seconded by Adrienne Watts, all in favour. **Clerk**

Adrienne Watts confirmed she would be attending the forthcoming District Council Planning Training.

18. Items for next month's agenda

As minuted

19. To confirm date of next meeting, Tuesday 19th January 2021, 7.30pm

The meeting closed at 8.48pm

CHAIR