

Minutes of the Meeting of Tasburgh Parish Council held in Tasburgh Village Hall on Tuesday 15th November 2022 7.30pm

Present

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

Also present District Councillor Michael Edney

1. Apologies

Apologies were received and accepted from County Councillor Alison Thomas and Andrew Patrick.

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

Geoff Merchant, agenda item 6d as he is ~~they~~are related to a member of the organisation.

3. Minutes of the meeting held on Tuesday 18th October 2022

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, Preston Thomas all in favour.

4. Minutes of meeting held on Tuesday 1st November 2022

Due to no planning applications received the meeting was cancelled.

5. Urgent Items to be raised through the Chair

None

6. Update on matters arising from the minutes

a) Highway matters

It was noted that the Highway Engineer had undertaken another site visit to Church Hill and his view remains the same as before. Additional road markings would not be appropriate as the signs are in good condition and visible. If vehicles are still driving down the wrong way drivers details should be passed onto the Police. The right hand sign is partially obscured by the land owner's hedge and he suggested contacting them to arrange for it to be cut back. **Clerk**

Further details have been forwarded on the Grove Lane obstructions for Highways to follow up.

b) Community Emergency Plan

It was noted that details had been placed in the Winter Quarterly.

c) H M Land Registry

Another minor amendment had been requested on the application to Burrfield Park. An extension of time was requested on the Marlpit Lane application however H M Land Registry cancelled the application. It was **agreed** to request that the application be re-instated, proposed by Matthew Read, seconded Geoff Merchant all in favour. **Clerk**

d) 2023 Elections Training

It was confirmed a place had been booked for the Clerk to attend on 26th January 2023.

7. Correspondence

a) Parish & Community Infrastructure

Details previously circulated and considered. It was **agreed** no further action was required.

b) Tasburgh Full Fibre Project – County Broadband

Details previously circulated and considered. It was **agreed** no further involvement was required.

8. Reports on Meetings Attended

a) Village Hall Management Committee

It was noted that as the meeting had not taken place yet no further update was available.

b) Chairs Meeting

Jill Casson had a very productive meeting with the Chair from Newton Flotman Parish Council, who share the same difficulties in relation to the A140, rat runs, and speeding issues. It was **agreed** it would be beneficial to hold future quarterly meetings to also include the Chairs from Saxlingham Nethergate and Swainsthorpe.

9. Finance

It was resolved to pay the following:

a) Tina Eagle	Salary/Expenses	£472.97
b) Norfolk Pension Fund	Pension Contribution	£147.65
c) Mrs EV Harrison	Consultancy Fees	£1457.10

A late invoice payment was received from

J R Vincent-Bunn	Burrfield hedge cutting	£48.00
------------------	-------------------------	--------

The payments presented were **agreed** proposed by, Adrienne Watts seconded by, Willie Crawshay all in favour.

d) 2022/23 Annual Local Government Pay Award

The updated pay scales effective from 1 April 2022 were noted.

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

Michael advised that South Norfolk Council offices had now closed. It was noted that it may be difficult to make contact with personnel due to the move and the loss of some staff.

c) Public Comments

No members of the public were present.

Willie Crawshay reported that the one-way sign post at the bottom of Church Hill had been knocked down. It was **agreed** to report to Highways. **Clerk**

The meeting was reconvened.

11. Planning

a) Planning Applications

None received

b) Planning Decisions

i) **Appl 2022/0658** Location: The Old Chapel Church Hill Tasburgh NR15 1NB

Proposal: Variation of condition 1 of 2021/2430 – revise design to include formation of glazed opening to end gable wall.

APPROVED WITH CONDITIONS

ii) **Appl 2022/0660** Location: The Old Chapel Church Hill Tasburgh NR15 1NB

Proposal: Variation of condition 1 of 2021/2286 – revise design to include formation of glazed opening to end gable wall.

APPROVED WITH CONDITIONS

iii) **Appl 2022/1648** Location : 3 Henry Preston Road Tasburgh Norfolk NR15 1NU

Proposal : Single storey porch extension to front of dwelling.

APPROVED WITH CONDITIONS

c) Planning Appeals

None received

d) Next Planning Meeting

It was **agreed** that the next planning meeting would be held on **6th December 2022**. Adrienne Watts, Geoff Merchant, Preston Thomas and Jill Casson confirmed their attendance. Preston Thomas **agreed** to take the plans.

12. Advisory Groups

a) Update on Neighbourhood Plan

Draft minutes of the meeting held on 1st November were previously circulated. In addition, work continues on drafting policies to support the vision and objectives and the group are currently waiting for confirmation of a visit from AECOM to start the design code work.

b) Procedural Group

With a minor addition to add 'Parish' in front of Council it was **agreed** to adopt the Tree Policy as circulated proposed by Brian Hill, seconded by, Adrienne Watts all in favour. **Clerk**

c) Traffic Advisory Group

It was agreed to update the list for consideration by the group to include excess speed, parking without consideration, parking around the school, foot and cycle paths, obstructions on the highway and pedestrian safety crossing A140. The next meeting had been scheduled for 24th January 2023 7.30pm. It was **agreed** that another member of the group would be invited to chair the meeting, proposed by Willie Crawshay, seconded by, Keith Read all in favour. **Clerk**

13. Consultations

a) Transport East Rural Mobility Survey

It was **agreed** that one person would complete the survey and bring back for consideration in December meeting. **JC**

Michael Edney joined the meeting. The meeting was suspended to allow him to deliver his report (see details of report under Agenda item 10b)

The meeting was reconvened.

14. 2023/24 Budget Planning

a) Reoccurring Budget Expenditure 2023/24

The draft reoccurring expenditure budget was presented and considered. It was noted that the figures agreed for maintenance contracts and some individual budgets still needed to be included and would be considered further in December meeting. **Clerk**

b) Maintenance Contracts 2023/24

It was **agreed** to accept the quote for £3291.00 and appoint Guardian Garden to undertake the verge contract, Burrfield Park, Horseshoe Way footpath and Churchyard contracts for the forthcoming season proposed by Matthew Read, seconded by Adrienne Watts all in favour.
Clerk

15. Ongoing Projects

a) Traffic Calming

i) Community Speed Watch and SAM2

It was noted that due to reduced daylight hours no further community speed watch sessions would be held. Sessions would resume again in the spring. The SAM2 data downloaded from Church Road and Low Road would be circulated in due course. **Clerk**

16. Ongoing Items

a) Burrfield Park

It was noted that the Rowan tree would be available for planting shortly. Agenda item for further consideration in next meeting.

i) Gully filtration

It was **agreed** to Agenda item to next meeting. **Clerk/AP**

b) Norfolk Archaeological Trust

It was noted that costs for the car park proposal are still to be received. In the meantime, it was **agreed** to make enquiries into any planning/highway considerations. **Clerk**

c) Play area

It was noted that the timber had been ordered for the repairs to the see-saw and that the 2-bay swing would be taken down at the end of the Christmas school holidays. Repairs to replace the rotten tractor boards would be undertaken on the next available dry day. **AP/PT**

i) Consultation publicity

The publicity previously circulated was considered. On completion of the various amendments suggested it was **agreed** for it to be included in the winter edition of the Quarterly. **Clerk**

d) Tasburgh Allotment Society

The group had recently held their AGM and forwarded their thanks for the recent grant funding received.

e) Cycle link

It was noted confirmation had been received that Norfolk County Council (NCC) are currently drafting their Norfolk Local Cycling and Walking Infrastructure Plan (LCWIP). One scheme being included for consideration within the Norfolk LCWIP is a feasibility study to identify the wider cycle connectivity between Long Stratton and Tasburgh, as well as destinations beyond i.e. Newton Flotman, Shotesham and Norwich via Trowse. A first draft of the Norfolk LCWIP is expected early next year with a consultation to follow. A meeting is due to be held to discuss this further with the Walking and Cycling Team at NCC, who are developing the LCWIP. **AT/JC/PT/Clerk**

17. New Items

a) 2023 Meeting Dates

It was **agreed** that the Parish Council would continue to meet on the third Tuesday of the month in the Main Hall at 7.30pm with planning meetings scheduled for the first Tuesday,

apart from the December meeting which would be rescheduled a week earlier to December 12th 2023. **Clerk**

b) Tea Rota

It was **agreed** not to re-instate providing refreshments before Parish Council meetings.

c) Village Hall Fire Safety Questionnaire

The schedule and fire procedures previously circulated were discussed to ensure that all Councillors are aware of what to do in the event of a fire. Upon completion the schedule was duly signed. **Clerk**

18. Items for next month's agenda

As minuted

Clarification on procedure to adopt when after a meeting, an attendee tests positive for Covid

19. Date of next meeting

The meeting would be held on **Tuesday 13th December 2022**, 7.30pm, Tasburgh Village Main Hall.

The meeting closed at 9.00 pm

CHAIR