

**Minutes of the Meeting of Tasburgh Parish Council held remotely via  
Zoom on  
Tuesday 16<sup>th</sup> February 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**

2 members of the public

**1. Apologies**

Apologies were received and accepted from County Councillor Alison Thomas and District Councillor Michael Edney. Matthew Read would be arriving late.

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

It was noted that Andrew Patrick would have to declare an interest in Agenda item 14b if he joined the meeting.

**3. Minutes of the meeting held on Tuesday 19<sup>th</sup> January 2021**

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 2<sup>nd</sup> February 2021**

Due to no planning applications being received the meeting was cancelled.

**5. Urgent Items to be raised through the Chair**

None

**6. Update on matters arising from the minutes**

a) Marlpit Lane Land

Confirmation had been received from Land Charges that as a result of the search no entries for the period 1925 to date had been recorded. It was noted that advice will be sought with regards to making the necessary statutory declarations. **JC/Clerk**

*Two members of the public connected to the meeting*

b) Online Banking

It was noted that Jill Casson and Geoff Merchant had successfully been set up to authorise online payments.

c) Allotment step repair

It was noted that a period of dry weather is needed before this repair can be undertaken.

**7. Correspondence**

a) Pavement Maintenance Church Road

It was noted that letters had been sent out to those properties directly affected by these footpath works. The completion date for this work has been extended until 5<sup>th</sup> March 2021. An alternative transport option due to the Konect bus service not being able to access Church Road during the maintenance period had been published on facebook

## 8. Reports on Meetings Attended

### a) Village Hall Management Committee

It was reported that the Hall is open but with limited use due to the current restrictions.

A new logo had been agreed by the Trustees, and the Village Hall website is currently being updated and should still accommodate the existing email addresses. The Trustees will approve the new site prior to it going live.

Advertisements had been placed to try to find a new Treasurer, due to the current post holder leaving in the spring. Providing restrictions are eased it is intended to decorate the main hall during the Easter Holidays, prior to the user groups being able to return.

There had been a major problem with the septic tank drainage, which resulted calling out Dyno Rod to correct the problem. This had once again highlighted the issue of the hall not being on mains drainage. It had been really good to see the field being enjoyed by many residents using the slopes for sledging and generally enjoying the snow.

### b) Chair/Vice Chair Networking session

Jill Casson and Adrienne Watts took part in this well attended networking event. Various items of interest were discussed and some useful information was shared with the group.

## 9. Finance

**It was resolved to pay the following:**

a) Tina Eagle	Salary/Expenses	£463.71/£80.39
b) Norfolk Pension Fund	Pension Contribution	£139.95
c) Information Commissioner	Registration Fee	£40.00
d) P D Moore	Bus shelter cleaning	£32.00
e) Public Works Loan Board	Loan Repayment (DD)	£272.91

A late payment was received for:

Bartlett Signs	Snake Rock display board	£129.60
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The payments presented were **agreed** proposed by, Keith Read seconded by, Brian Hill 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

A Bypass Outline Business case had been submitted to the Department of Transport (Dft) It was hoped that a response on confirmed funding would be forthcoming within the next couple of months.

Alison attended a member steering group for the project and it seemed that we are progressing towards a planning application within the next few months. A funding confirmation from Dft would probably accelerate that!

Highways are under significant pressure at present due to the recent challenging weather conditions. A lot of staff are carrying out overnight gritting which reduces the daytime staff numbers available. Therefore please be patient when waiting for work to be undertaken.

There is no update on the Low Road situation as the Highway Engineer had been busy of late but he had confirmed they will have a look when they get a chance and advise in due course.

b) District Councillor Michael Edney

No report was available

c) Public Comments

A member of the public wished to report a further three incidents that had recently occurred on Low Road. It was **agreed** these would be included in the evidence log. **Clerk.**

A member of the public understood that the County Councillors offer of contributing some of their member's budget to progress possible traffic calming measures was only available until the end of March. If there are delays in discussing a proposal with the Highways Engineer any financial contribution would therefore be lost. It was **agreed** to obtain clarification on the timescale of the financial contribution made by County Councillor Alison Thomas. **Clerk**

*Andrew Patrick and Matthew Read connected to the meeting*

Brian Hill wished to report several concerns brought to his attention by a resident. The first was with regards to the overgrown hedging on the Heritage field side of Church Hill. It was **agreed** that the Clerk would contact the Norfolk Archaeological Trust and request that the hedge is cut back before the Wildlife Act comes into force in March. The second matter was with regards to the state of the footpath at the end of Horseshoe footpath which had become very soft and muddy due to the amount of rain of late. It was **agreed** to look at again when the footpath had dried out.

*The meeting was reconvened*

*Two members of the public disconnected from the meeting*

## 11. Planning

a) Planning Applications

i) **Tree Preservation Order 2021 No: SN0551** Location: Tree(s) at driveway to 19 & 19A Church Road Tasburgh NR15 1ND

Having reviewed the consultation it was **agreed** to support the consultation proposed by Matthew Read, seconded by Andrew Patrick, 8 in favour, 1 abstention the motion was carried forward. **Clerk**

ii) **Appl No: 2021/0189** Location: Church View Barn Church Road, Tasburgh NR15 1ND  
Proposal: Change of use of land to residential curtilage. Erection of single storey extension and 2 bay garage/car port. Additional 4 no rooflights to existing roof, 1 no. flue and weather vane. Re-build and extend 2m high brick boundary wall.

iii) **Appl No: 2021/0190** Location: Church View Barn Church Road, Tasburgh NR15 1ND

Proposal: Erection of single storey extension and 2 bay garage/car port. Additional 4 no rooflights to existing roof, 1 no. flue and weather vane. Re-build and extend 2m high brick boundary wall.

Adrienne Watts presented both of the above applications. It was noted that both applications are asking for an extension to the existing building and to increase the curtilage of the property by taking in the piece of land already purchased. There has been no objections submitted by neighbouring properties and all materials used will match the existing property.

It was **agreed** to support the application proposed by Adrienne Watts, seconded by, Preston Thomas, all in favour.

b) Planning Decisions

i) **Appl No:2020/2402** Location:Tas Cottage Low Road Tasburgh NR14 1AR

Proposal: Replacement of six windows and two doors to front and rear elevations

**APPROVED WITH CONDITIONS**

ii) **Appl No:2020/2152** Location: Farthings Church Road Tasburgh NR15 1ND

Proposal: Erection of single storey annexe, including internal alterations

**APPROVED WITH CONDITIONS**

c) Planning Appeals

None received

d) Next Planning Meeting

It was **agreed** that the next planning meeting would be held on **2<sup>nd</sup> March 2021**. Jill Casson, Adrienne Watts, Keith Read and Preston Thomas confirmed their attendance and Jill Casson **agreed** to take the plans.

## 12. Consultations

### Greater Norwich Local Plan Regulation 19

It was noted that the consultation allows stakeholders to submit representations in respect to whether the plan is legal, and consistent with national policy. Individual responses can be submitted.

## 13. Advisory Groups

a) Neighbourhood Plan

Draft minutes of the meeting held on 2<sup>nd</sup> February had been previously circulated. It was reported that 82 online and 22 paper responses had been received from the recent community consultation. A full report would be available for the next meeting.

It was **agreed** to co-opt Kate Cakebread, as a new member to the Advisory Group, proposed by Adrienne Watts, seconded by, Andrew Patrick all in favour. **Clerk**

## 14. Ongoing Projects

a) Community traffic calming schemes including SAMS2

As previously mentioned under Agenda Item 10a due to the heavy workload on Highways discussion with the Highway Engineer concerning the progression of the proposed traffic calming scheme for Low Road is still ongoing. With regards to the installation of the Bawburgh traffic calming scheme it had been confirmed they consistently had one of the highest number of speeding offences within South Norfolk.

Considerable discussion was held with regards to adding an additional SAMS location on Low Road, the merits of consistent yearly data, alongside the impact of any amendments to the current rota. It was **agreed** to Agenda item for further discussion next meeting proposed by Geoff Merchant, seconded by, Keith Read all in favour. **Clerk**

It was reported that 3 Councillors and the Clerk had attended remote training provided by Westcotec on how to get the most from the monthly SAMS data download. It was felt the local Beat Manager would not have the time to go through the considerable amount of data forwarded to them but the training did provide some valuable graph charts which would highlight numbers of speeders very effectively. It was **agreed** these would be shared together with the full analysis in the future.

b) Upper Village sign base repair

*Andrew Patrick was removed from the meeting and placed in the waiting area*

Having reviewed the quotes received it was **agreed** to accept the quote provided by Andrew Patrick for £200.00 proposed by Keith Read, seconded by Brian Hill all in favour.

*Andrew Patrick re-joined the meeting*

## 15. Ongoing Items

a) Covid-19

i) Tasburgh Community Snake Rock

It was noted that the snake rock display boards had been received. The next step will be the construction of the wooden display frame. An application form to obtain permission from Highways to display the board on the village had been received. It was **agreed** to accept the conditions of the application proposed by Brian Hill, seconded by, Matthew Read all in favour. **Clerk**

## 16. New Items

a) Community Emergency Plan

It was noted that the plan was due to be reviewed. Updated contact details had been obtained from the District Council and the Deputy Co-ordinator post still remained vacant. It was **agreed** to appoint Andrew Patrick to the role of Deputy Co-ordinator. It was **agreed** that the community plan questionnaire would be sent out to all residents to enable details to be updated and a Community Plan page would be included on the Parish Council website. **Clerk**

b) Multi-play equipment repair

It was reported that a recent weekly inspection had flagged up signs of rotting to one of the posts. It was confirmed that the equipment had been taped off. Andrew Patrick **agreed** to undertake a temporary repair and report back in March meeting. **PT/AP/Clerk**

c) Annual Parish Meeting

It was **agreed** that the Annual Parish Meeting would be held remotely on **27<sup>th</sup> April**. The theme for the meeting would focus on the Neighbourhood Plan, Traffic and to also consider ideas for the Platinum Jubilee June 2022. A time limit would be placed on invited groups when presenting their reports. **Clerk**

d) Clerk's Appraisal

Adrienne Watts and Preston Thomas **agreed** to undertake the Clerk's Appraisal.

e) Public Sand Gravel & Marl Pit Charity

It was **agreed** that the meeting would be held on the rise of the Parish Council meeting scheduled on 18<sup>th</sup> May 2021

**17. Items for next month's agenda**

As minuted above and ideas for the Platinum Jubilee June 2022

Congratulations were extended to Keith Read by all on his achievement of an impressive 40 years of service as a Parish Councillor.

**18. To confirm date of next meeting, Tuesday 16<sup>th</sup> March 2021, 7.30pm**

The meeting closed at 20.49pm

**CHAIR**