

Minutes of the Meeting of Tasburgh Parish Council held in Tasburgh Village Hall on Tuesday 18th April 2023 7.30pm

Present

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

Also present County Councillor Alison Thomas, District Councillor Michael Edney and 1 member of the public

1. Apologies

Apologies were received and approved from Matthew Read for health reasons and Andrew Patrick, other commitments.

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

Geoff Merchant declared an interest in Agenda item 9g as related to a member of the organisation.

3. Minutes of the meeting held on Tuesday 21st March 2023

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 4th April 2023

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) Henry Preston Road Parking

Jill Casson advised that contact had been made with the headteacher to discuss this matter further. It was **agreed** to make Highways aware that the hazard lines outside the school had not been reinstated. **Clerk**

b) H M Land Registry

No further update.

c) Highway matters

It was noted that the 30mph repeater sign on Grove Lane had been repaired.

A site visit to Church Hill had been undertaken. Highways had confirmed they would obtain a boundary plan and if it is an encroachment they would contact owners to make them aware.

d) Kings Coronation grant application

It was noted that the grant had been received and is on the payment list for approval under Agenda item 9f.

7. Correspondence

a) Environment Agency

Details previously circulated. It was noted that work had recently been undertaken from the Ford and further downstream.

- b) Free mental health training
Details previously circulated. Jill Casson advised this item is on the agenda for the local Chairs Networking she is attending later in the week and would feedback.
- c) Parish Rangers
Details previously circulated of upcoming visit. It was noted that the closing date to report issues **24th April**, earlier if possible.

8. Reports on Meetings Attended

- a) Village Hall Management Committee
Brian Hill reported that bookings are still improving and work to update the bookings system continues.
- b) Police priorities setting meeting
Keith Read had attended the online priorities meeting with PC Andy Sneddon and three others; one being a member of the public, which was encouraging. PC Sneddon would continue to monitor the school area, undertake speed checks and had been made aware of the recent e-scooter incident.

9. Finance

It was resolved to pay the following:

| | | |
|--------------------------------------|---------------------------|---------------|
| a) Tina Eagle | Salary | £389.05/34.00 |
| b) Norfolk Pension Fund | Pension Contribution | £157.97 |
| c) Mrs R H Leggett | Consultancy fee | £4761.03 |
| d) Tasburgh Village Hall | Outside area maintenance | £100.00 |
| e) Tasburgh Village Hall | Grass cutting maintenance | £693.00 |
| f) Tasburgh Village Hall | Kings Coronation grant | £200.00 |
| g) Norfolk Parish Training & support | Locum Clerk services | £100.00 |
| h) P D Moore | Bus shelter cleaning | £35.00 |
| i) Tasburgh PCC | Grass cutting maintenance | £693.00 |

A additional payment was approved for
H M Revenue & Customs Income Tax £55.80

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

- j) 4th Quarter Budget Comparison
The 4th quarter budget comparison was noted. It was **agreed** to ear-mark the under-spend from the grant fund and unallocated projects of £4911.00 equally into the contingency funds for Burrfield Park and the play area proposed by, Keith Read seconded by, Preston Thomas 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
Alison reported that Highways continue to chase the obstructions on Grove Lane which unfortunately may take some time to resolve.
Procurement for contractors for the Long Stratton Bypass had commenced with an anticipated target date for work to start on construction April 2024.

Closing date to receive comments for the Walk-in centre consultation is 11th May 2023. Alison extended her thanks to those Councillors standing down for the commitment given over the considerable years they had served in office to the residents of Tasburgh.

- b) District Councillor Michael Edney
With nothing to report Michael extended his best wishes to all those present.
- c) Public Comments
None made

The meeting was reconvened.

11. Planning

- a) Planning Applications
 - i) **Appl 2023/0670** Location: The Old Rectory Church Hill Tasburgh Norfolk NR15 1NB
Proposal: Refurbishment of listed building with rear extension. Partial demolition and reconstruction of outbuildings, with a first floor extension for ancillary use of the main property and external landscaping.
Jill Casson had viewed the plans and presented the application to the meeting. It was **agreed** to make no comment, proposed by, Jill Casson seconded by, Adrienne Watts all in favour.
 - ii) **Appl 2023/0671** Location: The Old Rectory Church Hill Tasburgh Norfolk NR15 1NB
Proposal: Rear extension. Partial demolition and reconstruction of outbuildings, first floor extension and external landscaping Application Type: Listed Building Consent. Comments as Agenda 11a (i)
 - iii) **Appl 2023/0801** Location: 7 Everson Close Tasburgh Norfolk NR15 1LL
Proposal: Two storey side extension and associated internal alterations
Jill Casson presented the application to the meeting. It was **agreed** to support the application proposed by, Jill Casson seconded by, Brian Hill all in favour.
- 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 **2nd May 2023**. Geoff Merchant, Preston Thomas and Adrienne Watts confirmed their attendance and Adrienne Watts **agreed** to take the plans.

12. Advisory Groups

- a) Update on Neighbourhood Plan
Adrienne Watts advised that 74 members of community had attended the recent Drop-in exhibition held on 23rd March to view and comment on the Pre-submission draft Neighbourhood Plan. The closing date for comments is **12th May**. All documents are on the council's website and members were encouraged to submit comments on the plan.

13. Consultations

None received

14. Ongoing Projects

a) Traffic Calming

i) SAM2 location and list

Highways had confirmed the new location for the SAM2 on Grove Lane and the Memorandum of Understanding had been updated and returned. It was agreed to use the clip from the Saxlingham Lane location, remove it from the list and replace with the new location proposed by, Jill Casson seconded by Willie Crawshay all in favour.

15. Ongoing Items

a) Burrfeld Park

i) Gully filtration

As no written estimate was available for this work, it was **agreed** to agenda item to next meeting. **Clerk**

ii) Memorial plaque and tree protector for Rowan tree

Brian Hill advised that both the tree protector and plaque had been installed and was pleased with the end result.

iii) Re-inspection of trees

It was **agreed** to agenda recommendation of work required and quotes to next meeting. **Clerk**

b) Norfolk Archaeological Trust (NAT)

Jill Casson and Keith Read had meet with the Director from NAT and a Rural Police Officer at the Heritage field for an update on the current situation with regards to the problem of dogs not being kept on leads when visiting the site. NAT continues to look at options to improve the current situation.

c) Play area

i) It was **agreed** to purchase a replacement seat for the adult rider for £121.50 + carriage and install ourselves proposed by, Willie Crawshay seconded by, Preston Thomas all in favour. **Clerk**

d) Tasburgh – Long Stratton cycle link

It was noted that once the date had been confirmed for the Local Cycling and Walking Infrastructure Plan engagement drop-in event scheduled to take place at Long Stratton Leisure Centre publicity would be circulated.

16. New Items

a) Quarterly Health & Safety Report

Preston Thomas reported the inspections had been carried out with the following recommendation:

- 2 holes in the wire, by post 3 and a big hole near post 27. Post No's 19 and 21 are also loose and need repairing. **Clerk to obtain quotes**

The following recommendations were still outstanding:

- Small amount of graffiti in Norwich bound bus shelter **Clerk**
- Nosing on top allotment step had been knocked off and needed replacing **AP**

b) Quarterly & Church News

A reminder the closing date for articles is **5th May**. Brian Hill confirmed he would be happy to continue to distribute the Quarterly

c) Parish Council website

It was **agreed** this would be left for the time-being 4 in favour, 3 abstentions.

d) Standing Orders

It was **agreed to** approve the amendments to reflect the new Public Contract amounts, proposed by, Keith Read seconded by Brian Hill all in favour. **Clerk**

17. Items for next month's agenda

18. Date of next meeting

The meeting would be held on **Tuesday 21st March 2023**, 7.30pm, Tasburgh Village Main Hall.

19. Date of Annual Parish Meeting

The meeting would be held on **Tuesday 25th April 2023**, 7.30pm, Tasburgh Village Main Hall

A round of thanks was extended to Geoff Merchant and Brian Hill who are not re-standing as Councillors for the continued commitment and contributions they have made to the Parish Council during their collective 80 years in office. They and their experience will be missed.

The meeting closed at 8.40pm

CHAIR