

Minutes of the Meeting of Tasburgh Parish Council held in Tasburgh Village Hall on Tuesday 18th October 2022 7.30pm

Present

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

Also present 1 member of the public

1. Apologies

Apologies were received and accepted from Willie Crawshay, and due to prior commitments, County Councillor Alison Thomas and District Councillor Michael Edney may arrive late.

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

Andrew Patrick, agenda item 9d-e as being a recipient of the payments and 16c(i), Jill Casson and Keith Read, 17c as allotment holders.

3. Minutes of the meeting held on Tuesday 27th September 2022

The minutes of the last meeting previously circulated were considered. A typo was requested to Agenda item 15f to change 2022/23 with 2023/24. With this amendment it was **agreed** to accept the minutes as a true record of the proceedings proposed by, Matthew Read seconded by, Adrienne Watts all in favour.

4. Minutes of meeting held on Tuesday 6th September and 4th October 2022

The minutes of the meeting held on 6th September previously circulated were considered. It was **agreed** to accept the minutes as a true record of the proceedings proposed by, Adrienne Watts seconded by, Geoff Merchant all in favour.

Due to no planning applications received the meeting scheduled 4th October was cancelled.

5. Urgent Items to be raised through the Chair

None

6. Update on matters arising from the minutes

a) Highway matters

The obstructions on Grove Lane and No Entry road marking for Church Hill continue to be chased. **Clerk**

b) NPT&S Training

Waiting for further dates to be released. **Clerk**

c) Community Emergency Plan

It was noted that updated details of current First Aid trainers is still outstanding. **Clerk**

d) H M Land Registry

A minor change had been requested and undertaken to the application for Burrfield Park. Once received HM Land Registry had confirmed they would be able to proceed to grant a possessory freehold title for the park.

Further evidence had been requested for the registration title for the Land at Marl Pit. It had been suggested to try and register a Caution however concerns were raised that this could be challenged in the future. It was **agreed** to try and register the land to obtain a possessory

freehold title for the area proposed by, Matthew Read seconded by, Geoff Merchant all in favour. **Clerk**

7. Correspondence

a) Broadland and South Norfolk Town & Parish Council Online Forum

Details previously circulated.

b) Warm Spaces Grant

Details previously circulated and also forwarded onto the Village Hall and Social Club for their information.

8. Reports on Meetings Attended

a) Village Hall Management Committee

It was reported that the Summer Fete had been very successful and plans for the next fund raising event of an Art Exhibition to be held on for 5th & 6th November are progressing well. Two further Trustees have been appointed to the Management Committee. Unfortunately due to current economic pressures user groups had been informed that the Trustees had made the decision to increase the Hall Hire fees from 1st January 2023.

b) Police Priority Setting Meeting

It was noted that due to difficulty with the online link not working Keith Read was unable to join the meeting.

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) P D Moore	Bus Shelter Cleaning	£35.00
d) Andrew Patrick	Fitting of noticeboards	£100.00
e) Andrew Patrick	Boardwalk support posts	£230.00
f) Tasburgh Allotment Society	Grand funding	£150.00
g) Bartlett Signs	Adult play area sign	£31.20
h) Tasburgh Village Hall	NPlan workshop room booking	£39.00
i) Norse Eastern Ltd	Printing of Quarterly	£561.00
j) Norse Eastern Ltd	Printing of Yellow Pages	£74.00
k) Norse Eastern Ltd	Printing of Church News	£62.00
l) Rachel Leggett	Stage 1 of proposal	£924.30

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

m) Receipts received since last meeting

The 2nd precept instalment received of £11,677.50 was noted.

n) Inspection of accounts

A copy of the report had been previously circulated. Willie Crawshay had advised in writing that the accounts had been inspected 11th October with no matters to report.

o) 2nd Quarter budget comparison

The 2nd quarter budget comparison was previously circulated. It was noted that current expenditure is within budget with minor over-spends however, the Council will need to think very carefully when setting the next financial budget for 2023/24.

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

No report available

c) Public Comments

A member of the public commented that for the Traffic Advisory Group to be successful it needs programme/s of work to be identified. It would be helpful to have some guidance and/or a project from the Parish Council.

The meeting was reconvened.

11. Planning

a) Planning Applications

None received

b) Planning Decisions

i) **Appl No: 2022/1537** Location: Seeonee Low Road Tasburgh NR15 1ND

Proposal: Single storey side extension

APPROVED WITH CONDITIONS

ii) **Appl No: 2022/1576** Location: Foundry Plant Centre Ipswich Road Tasburgh NR15 1NS

Proposal: Variation of condition 2 of 2020/0993 – amended design for rear extension to coffee shop/café.

APPROVED WITH CONDITIONS

c) Planning Appeals

None received

d) Next Planning Meeting

It was **agreed** that the next planning meeting would be held on **1ST November 2022**.

Adrienne Watts, Geoff Merchant and Jill Casson confirmed their attendance. Adrienne Watts **agreed** to take the plans.

12. Advisory Groups

a) Update on Neighbourhood Plan

Draft minutes from the meeting held on 4th October had been previously circulated. Locality had also recently confirmed that the application for Technical Support to fund a housing needs assessment and design code work had been successful. Meetings are due to be held with AECOM to progress this work within the next few weeks.

b) Traffic Advisory

Draft minutes from the meeting held on 13th September together with the group's terms of reference had been previously circulated. It was **agreed** to provide a brief and direction to the Advisory Group proposed by Geoff Merchant seconded by, Keith Read all in favour. It was

agreed to collate a list of possible future projects along with past rejected requests to Highways for the group to investigate further. Agenda item for next meeting. **Clerk**

*It was **agreed** to suspend standing orders to allow the member of the public to add anything further to the discussion proposed by Geoff Merchant, seconded by Keith Read all in favour.*

The member of the public suggested that members of the Advisory Group need to be made aware that there are possible projects being considered by the Parish Council. This was **agreed**.

The meeting was reconvened.

It was **agreed** to cancel the next Traffic Advisory Group meeting scheduled for 8th November, reschedule for a later date, and advise the Advisory Group of all the proposed changes accordingly **Clerk**

The member of the public left the meeting

13. Consultations

a) NPlaw Parish Council Legal Subscription Service

It was **agreed** to submit a comment that consideration would be given to using NPlaw as a legal provider, if required, at a cost of £62-£69 per hour, proposed by Matthew Read seconded by, Adrienne Watts all in favour. **Clerk**

b) LGA Model Councillor Code of Conduct 2020

It was **agreed** that comments would be submitted individually. **All**

14. 2023/24 Budget Planning

a) Fees & Services

It was **agreed** to increase the Fees and Services of the Quarterly advertising rates for 2023/24 by 60% and to increase the Social Club contribution to £100.00 proposed by Matthew Read, seconded by Andrew Patrick all in favour. **Clerk**

b) Precept Projects

The following item was highlighted as being on the 'wish list' for 2023/24 project budget: Car park proposal on Tasburgh Enclosure. It was **agreed** to obtain costs for further consideration at next meeting. **Clerk**

15. Ongoing Projects

a) Traffic Calming

i) Community Speed Watch

It was noted there was very little to report from the group. PC Andy Sneddon had undertaken speed checks on Low Road on 10th October. Two drivers were spoken to but were below the threshold for formal action.

ii) SAM2

The data had been downloaded from both locations and would be circulated in due course. **Clerk**

16. Ongoing Items

a) Burrfeld Park

i) Boardwalk

It was reported that work to install the concrete posts to support some of the boardwalk posts had now been completed. It was noted that this will require on-going monitoring.

ii) Gully filtration

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

b) Norfolk Archaeological Trust

This was considered under Agenda item 14b

c) Play area

Andrew Patrick withdrew from the meeting

i) Repairs to play area

Consideration was given to the quotes received for the swing. In light of the cost to replace the swing it was **agreed** to remove the swings and ask the views of the community proposed by Keith Read, seconded by Geoff Merchant all in favour. **Clerk**

It was **agreed** to accept the quote of £310.23 plus VAT from NGF Play Ltd to undertake the repairs needed to the cracked beam and seats of the seesaw. **Clerk**

It was **agreed** to accept the quote of £100-150.00 from Andrew Patrick to replace the three rotten boards on the tractor ramp. **AP**

Andrew Patrick re-joined the meeting

d) Parish Partnership Scheme 2023/24

It was **agreed** no further action would be taken.

e) Father Christmas visit

It was noted that no interest had been forthcoming from community groups/individuals to continue to organise this.

f) Tasburgh Allotment Society

Nothing to report

g) Cycle link

It was reported that details of the proposed route had been put forward to the land owners, who are not supportive of allowing rights of access over the land as it is in an area that may be required for nutrient neutrality mitigation in the future. Another route has been identified on the other side of the A140 which is currently being explored which would link directly into Stratton St Michael Church and the bypass cycle network. Alison Thomas had agreed to help progress this and hopes to identify a lead at county level to link up with. **AP**

17. New Items

a) Quarterly

The deadline for articles is 4th November which would include a letter from Father Christmas.

b) Health & Safety Inspections

Preston Thomas had undertaken the inspections and noted the following items for monitoring:

- Millennium Time Capsule post is rocking

➤ Horseshoe Way footpath Post 22 is rocking

c) Allotment Rent Review

It was **agreed** there would be no change in the allotment rent of £250.00 for a further year proposed by, Geoff Merchant seconded by, Matthew Read, 2 abstentions, all in favour.

18. Items for next month's agenda

As minuted.

19. Date of next meeting

The meeting would be held on **Tuesday 15th November 2022**, 7.30pm, Tasburgh Village Main Hall.

The meeting closed at 9pm

CHAIR