

TASBURGH PARISH COUNCIL
17 Alder Close, Poringland, Norwich, NR14 7LY
Tel: 01508 494569 Email: tasburghpc@btinternet.com
Clerk to the Council: Tina Eagle

To members of the Public you are invited to attend a meeting of Tasburgh Parish Council on **Tuesday 16th May 2023**, 7.30pm at **Tasburgh Village Main Hall** for the purpose of transacting the following business:

To keep everyone safe we would encourage you to stay at home if you have Covid symptoms.

- 1. To elect the chairperson and declaration of acceptance of office**
- 2. To elect the vice-chairperson**
- 3. To consider to accept apologies for absence**
- 4. Declarations of interest for items on the agenda and applications for dispensations**
- 5. To consider any declarations of acceptance of office that have not been received and decide whether to grant an extension or declare the seat vacant.**
- 6. To adopt and observe the Code of Conduct**
- 7. To appoint a representative to Tasburgh Village Hall Committee**
- 8. To appoint two representatives to Tasburgh United Charities**
- 9. To approve cheque signatories**
- 10. To appoint a Councillor to review the payments, receipts and bank reconciliation for the forthcoming year on a quarterly basis.**
- 11. To consider the re-allocation of duties carried out by Councillors**
- 12. Advisory Committees**
 - a) To appoint representatives and consider remit of Procedural Advisory Committee (4)
 - b) To appoint representatives to Burrfield Park Management Advisory Committee (2)
 - c) To appoint representatives to Neighbourhood Plan Advisory Committee
- 13. To confirm the minutes of the meeting held on Tuesday 18th April**
- 14. To confirm the minutes of the planning meeting held on Tuesday 2nd May**
- 15. Urgent items to be raised through the Chair**
- 16. Update on matters arising from the minutes not covered in Agenda items**
 - a) Henry Preston road parking
 - b) H M Land Registry, Marl Pit Lane registration
 - c) Highway matters
 - d) Insulation of defibrillator cabinet
 - e) Horseshoe footpath repairs
 - f) Bus shelter graffiti
- 17. Correspondence**
 - a) Clerk & Council's Direct
 - b) Norfolk Community Biodiversity Awards

18. Reports on meetings attended

- a) Village Hall Management Committee
- b) Chairs Networking Meeting 21st April (JC)

19. Finance matters

To consider payment of the following:

a) Tina Eagle	Clerk's Salary/expenses	£438.05/12.80
b) H M Revenue & Customs	Income Tax	£68.00
c) Norfolk Pension Fund	Pension contribution	£155.29
d) Anne Barnes	Internal audit fee	£66.00
e) Community Action Norfolk	Annual subscription	£25.00
f) Groundwork UK R/C 291558	Underspend of grant	£997.62

- g) To note receipt/s received since last meeting
- h) To consider and approve Internal Audit Report 2022/23
- i) To consider approve and sign AGAR Section 1 Annual Governance Statement
- j) To consider approve and sign AGAR Section 2 Accounting Statements

20. Public participation and exchange of information

- a) County Councillor Alison Thomas
- b) District Councillor Martyn Hooton
- c) Public Comments

21. Planning

- a) To consider planning applications received
- i) **Appl 2023/1096** Location: Pilgrims Cottage Low Road Tasburgh Norfolk NR15 1LT
Proposal: Internal and external alterations. Two storey rear extension
- b) To hear decisions made to planning applications by South Norfolk Council
- i) **Appl 2023/0821** Location: 7 Valley Road Tasburgh NR15 1NG
Proposal: Non-material amendment following 2022/2360 – alterations to ground floor window and door on north elevation **APPROVED**
- c) To note any Planning Appeals
- d) Councillors who are available for a planning meeting on **Tuesday 6th June 2023** and to nominate Councillor/s responsible for receiving plans before the meeting.

22. Advisory Groups

23. Consultations

24. Ongoing Projects

- a) Traffic Calming
 - i) To receive update on SAM2 and Community Speed Watch

25. Ongoing Items

- a) Burrfield Park
 - i) To consider quotes for gully filtration and agree next steps (AP)
 - ii) To consider quote/s for recommended work following recent tree inspection
- b) To receive update on Norfolk Archaeological Trust Heritage field
- c) Play area
 - i) To receive update on repairs to tractor, gate and adult rider
 - ii) To consider options for the replacement of the swing and agree next steps
- d) To receive update on Tasburgh – Long Stratton cycle link proposal

26. New Items

- a) To consider and approve 2023/24 Action Plan
- b) To reconfirm eligibility and agree to adopt the General Power of Competence
- c) To consider and agree to the publishing of Councillors contact details
- d) Training for Councillors & walkabout
- e) Councillors Expenses, & Register of Interest Forms

27. Items for next month's agenda

28. To confirm date of next meeting, 20th June 2023 Tuesday 7.30pm Main Hall

Cina Eagle

Parish Clerk 9th May 2023