

Minutes of the Meeting of Tasburgh Parish Council held in Tasburgh Village Hall on Tuesday 16th January 2024 7.30pm

Present

Jill Casson, Willie Crawshay, Brian McGuire, Martin Bull, Andrew Patrick, Preston Thomas, Adrienne Watts, and Tina Eagle, Parish Clerk

Also present County Councillor Alison Thomas, District Councillor Martyn Hooton and 3 members of the public.

1. Apologies

Apologies were received and approved from Keith Read and Matthew Read for health reasons.

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

None

3. Minutes of the meeting held on Tuesday 12TH December 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, Adrienne Watts seconded by, Willie Crawshay all in favour.

4. Minutes of meeting held on Tuesday 2nd January 2024

Due to no planning applications received the meeting was cancelled.

5. Urgent Items to be raised through the Chair

It was noted that the Heritage field had recently been targeted by nighthawks. Police are aware of the incident and are dealing with it.

It was reported that due to A140 roadworks there had been a noticeable increase in traffic using Saxlingham Lane as a cut-through.

6. Update on matters arising from the minutes

a) H M Land Registry

No further update available.

b) Online Welcome Pack

The website page continued to be updated.

c) Adult Fitness Sign

This had been collected from the printers and Preston Thomas agreed to fix it in place as soon as possible. **PT**

d) Highway matters

No further updates were available.

e) Father Christmas visit

It was noted that the amendments to the social media post had been made. It was **agreed** it would be published later in the year. **Clerk**

f) Grove Lane/Low Road flooding

It was confirmed that the landowners had been made aware of the mud on Grove Lane. On further investigation it was felt that the flooding at the bottom of Grove Lane/Low Road was a

matter for Highways rather than Anglian Water to deal with and that photographic evidence would also be required. **Clerk/All**

7. Correspondence

a) National Grid Post Consultation update
Information previously circulated.

b) Clerk & Councils Direct

This was currently with the Chair and would be circulated in due course.

8. Reports on Meetings Attended

a) Village Hall Management Committee

Another advert is going to be published for the vacant administrator's post. Work is due to begin on the installation of the CCTV for the Hall. St John's Ambulance First Aid and CPR Training is currently being organised for users of the hall. More details would be circulated when details had been finalised.

b) Tasburgh Allotment Society

It was reported that more break-ins/damage had taken place over Christmas and New Year. The incident had been reported to the Police and is an agenda item for discussion when the group next meets.

c) Chairs networking

The main discussions of the meeting focused on the A140 Major Road Network Study meeting recently held.

9. Finance

It was resolved to pay the following:

a) Tina Eagle	Salary/Expenses	£464.52
b) Norfolk Pension Fund	Pension Contribution	£165.45
c) HMRC	Income Tax & NI	£74.60
d) Bartlett Signs	Adult fitness sign	£50.40

The payments presented were **agreed** proposed by, Willie Crawshay seconded by, Brian McGuire all in favour

e) 3rd Quarter budget comparison

The 3rd quarter budget comparison was previously circulated. It was noted that the budget for Burrfield had a slight over-spend, therefore any additional maintenance required on the park would have to be withdrawn from the contingency fund.

f) Quarterly Inspection of Accounts

A copy of the report was previously circulated. Willie Crawshay confirmed that the accounts had been inspected and were in order with no matters to report.

g) Online Banking

Verbal confirmation had been received that all details of the bank account had now been updated. Details would be sent out to advise the previously identified bank signatories of the process to set up online banking. **Clerk**

Alison Thomas and Martyn Hooton joined the meeting

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

It was noted that the closure of the ford on Low Road was made by Highways due it being unsafe for drivers to use. Residents can now dispose of small amounts of DIY at Norfolk's Recycling Centres, free of charge but limits apply and those with disability bus passes can also now travel anytime. The Council have raised their concerns in relation to British Telecom's recent announcement to shift customers using analogue to digital technology, as the latter would require a broadband connection. Further details can be found on the digital switchover via <https://www.norfolk.gov.uk>

b) District Councillor Martyn Hooton

Martyn reported that Government changes will see the introduction of a food waste collection being rolled out to residents 2026. Additional information had been requested from him in relation to planning and heating allowance. Jill Casson advised Martyn that Tasburgh United Charities also has a small amount of money to help residents financially. It was **agreed** to forward information of the Charity onto him **Clerk**

c) Public Comments

A member of the public was frustrated that the allotments were again the target of vandalism and requested that the Council fund the installation of CCTV in the area. It was noted that the Allotment Society are due to hold a meeting to discuss this matter and any requests decided upon would be forwarded to the Parish Council for their consideration.

The meeting was reconvened.

Alison Thomas and Martyn Hooton left the meeting

11. Planning

a) Planning Applications

i) [Appl No 2023/3636](#) Location: Riverside Cottage Marlpit Lane Tasburgh NR15 1NP
Proposal: Replacement front porch, two-storey front extension with single storey side extension and conversion of the existing outbuildings to create annexe. Jill Casson had viewed the plans. It was **agreed** to support the application proposed by, Jill Casson seconded by Brian McGuire all in favour.

b) Planning Decisions

None received

c) Planning Appeals / Tree Preservation Orders

None received.

d) Next Planning Meeting

It was **agreed** that the next planning meeting would be held on **6th February 2024**. Jill Casson, Adrienne Watts, Preston Thomas and Brian McGuire confirmed their attendance and Preston Thomas and Brian McGuire **agreed** to take the plans.

12. Advisory Groups

a) Neighbourhood Plan

Documents previously circulated in relation to the responses considered by the Advisory Group on the Regulation 16 comments and recommendations following the Independent Examiners report. The Plan is currently with the District Council for further consideration and the final report is awaited. It is unlikely that the Referendum will be held before the end of the financial year due to when District Council Cabinet meeting dates are being held.

- b) Burrfeld Park
No further updates were available.

13. Consultations

None

14. Budget Planning

- a) Budget & Precept 2024/25
The draft budget previously circulated with the amendments as previously discussed was **agreed** proposed by, Willie Crawshay seconded by, Preston Thomas all in favour.

It was **agreed** to accept a precept of £25,196.40 resulting in a 1.63% increase for a band D property of £59.67 proposed by, Willie Crawshay seconded by, Brian McGuire all in favour.

15. Ongoing Projects

- a) Traffic Calming
 - i) SAM2
It was reported that it had not been possible to download the data from both SAM2 machines due to an error message. It was **agreed** to contact Westcotec to obtain further advice to rectify the problem. **Clerk**

16. Ongoing Items

- a) Play area
 - i) Basket swing
The adjustment needed to the basket swing remained outstanding. Matthew Read had **agreed** to undertake the task. **MR**
 - ii) Play area equipment quotes and funding
It was **agreed** in the interim period while waiting for the Community Action Fund (CAF) to open In April to submit a funding application to Bags of Help.
 - iii) Repairs to tractor steps
It was **agreed** to contact the Men's Shed to see if this was something they could help with. **Clerk**
- b) Major Road Network Study (MRN) and cycle link proposal
No further update
- c) Biodiversity Duty
 - i) Action Plan
It was **agreed** to adopt the Action Plan previously circulated proposed by, Adrienne Watts seconded by, Brian McGuire all in favour. **Clerk**
- d) Horseshoe Footpath
 - i) Broken footpath posts

It was **agreed** to obtain a quote to replace broken fence post numbers 1,10,19,22,27,5 and an additional support post. **Clerk**

e) Future Chair role

It was **agreed** to agenda item to next meeting for further consideration. **Clerk**

17. New Items

a) Health & Safety Inspections

The inspection report previously circulated was noted with the following recommendations:

- Grit bin half way up Church Hill is only half full – inform Highways **Clerk**
- Horseshoe footpath posts require replacing – see agenda item16

b) Quarterly & Church News

The deadline for articles is 2nd February 2024.

c) Annual Parish Meeting

Consideration was given to offering each of the community groups a stand to publicise their work and try and encourage more volunteers to groups struggling to enlist more help. It was **agreed** to gauge interest from community groups and agenda item for next meeting. **Clerk**

d) Clean Up & Bloom Grant

It was noted that the grant of £300.00 had been received. It was **agreed** to consider ideas and agenda item for next meeting for further consideration. **Clerk**

e) Grant Policy and application form

It was **agreed** to replace existing application form and adopt the model document circulated proposed by, Willie Crawshay seconded by, Adrienne Watts all in favour. The grant policy would be an agenda item for further consideration next meeting. **Clerk/WC**

18. Items for next month's agenda

19. Date of next meeting

The meeting would be held on **Tuesday 20th February 2024**, 7.30pm, Tasburgh Village Main Hall.

The meeting closed at 8.40pm

CHAIR