

Minutes of the Meeting of Tasburgh Parish Council held in Tasburgh Village Hall on Tuesday 21st November 2023 7.30pm

Present

Jill Casson, Matthew Read, Brian McGuire, Martin Bull, Keith Read, Adrienne Watts, Preston Thomas and Tina Eagle, Parish Clerk

Also present Alison Thomas County Councillors and 4 members of the public.

1. Apologies

Apologies were received and approved for Willie Crawshay and Andrew Patrick due family commitments and District Councillor Martyn Hooton due to a prior engagement.

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

Keith Read agenda item 9 as recipient of late invoice payment

3. Minutes of the meeting held on Tuesday 17th October 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 7th November 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) H M Land Registry

No further update available.

b) Defibrillator pads

It was noted these had been received and fitted.

c) Online Welcome Pack

It was noted that a page had been set up on the Council's website. It was agreed to consider including information relating to community groups; St Mary's Church and the Social Club.

d) Adult Fitness sign

It was noted this had been ordered and currently awaiting delivery.

e) Highway matters

It was noted that the no-entry signage at the top of Church Hill had been completed. No further update was available on the Grove Lane obstructions.

7. Correspondence

a) Clerk & Councils Direct

Reading material

b) The Department for Health £1 million Defibrillator Fund

Information previously circulated. It was **agreed** to make enquiries regarding the match funding being offered. **Clerk**

c) Pride in Place Grant

Information of round 3 of grant was previously circulated. It was **agreed** to consider if there are any possible projects that could be applied for. **ALL**

d) CPRE Conference

It was **agreed** to confirm our interest in attending this 2024 Conference in relation to localised flooding. **Clerk**

8. Reports on Meetings Attended

a) Village Hall Management Committee

It was reported that a very successful Art Exhibition was recently held. The current Fire Safety Officer would be retiring and the role would be undertaken by another Trustee. No applications had as yet been received for the vacant Secretary/Treasurer role. The installation of the CCTV is anticipated early in the New Year. The Father Christmas visit was discussed and it was confirmed that neither the Village Hall nor the Council had the capacity to continue to assist with this visit. It was **agreed** to put a message on social media to try and obtain assistance from other community groups/individuals to help this long-standing traditional visit to continue in the future **Clerk**

b) Tasburgh Allotment Society

Unfortunately further break-ins had occurred; consequently better gate locks are being sourced and consideration is also being given to a solar powered nature camera for additional security.

c) Police Priorities Setting Meeting

Keith Read attended this meeting and was pleased to report that he was not alone this time. Our Beat Manager Andy Sneddon would be transferring to Costessey and had been replaced by PC Tom Goodrum, who is keen to attend a walkabout as soon as his schedule allows. Priorities continue to focus on speeding, anti-social behaviour, burglary/theft which includes the recent break-ins at the allotments.

d) Parish & Town Council Summit

Slides from the presentation had been previously circulated with the Clerk reporting this was a very well attended event and useful to have Officers available for any questions. The District Council hope to organise an event specifically relating to Planning matters and are also considering inviting other relevant representatives from other Agencies to future events.

9. Finance

It was resolved to pay the following:

a) Tina Eagle	Salary/Expenses	£437.85
b) Norfolk Pension Fund	Pension Contribution	£155.29
c) HMRC	Income Tax	£68.20
d) Community Heartbeat Trust Ltd	Defibrillator pads	£56.34
e) Tasburgh Short Mat Bowls Club	Grant	£500.00

Late invoices were also received from

Keith Read	Turf for play area patches	£82.08
Simons Landscaping Ltd	2 bags of top soil	£120.00

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

f) National Joint Council Salary Award 2023/24

It was **agreed** to approve the updated pay increase backed dated to April 2023 and back dated pension for the same period proposed by, Keith Read seconded by, Preston Thomas all in favour. **Clerk**

g) Online banking

It was noted that confirmation is awaited from the Historic Records Team due to Barclays having to update their records before online banking can be fully completed.

i) Bank signatories

It was **agreed** to remove Geoff Merchant and Brian Hill as cheque signatories and set up Adrienne Watts, Keith Read, Brian McGuire and Willie Crawshay proposed by, Matthew Read seconded by, Preston Thomas all in favour. **Clerk**

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 advised in relation to agenda item 15ii an update on the village gateway bid would not be available until next year. Local hospitals are considering procedures in relation to ambulance queue times and AI technology had been used in Adult Social Care to identify people at risk of falling; it is anticipated this information can help provide preventative measures to reduce hospital admissions.

b) District Councillor Martyn Hooton

Report sent as follows: The Public Spaces Protection Order to the anti-social use of vehicles was adopted by the Council and work on this is progressing. Two enquiries were received from residents relating to planning issues which had been responded to.

c) Public Comments

A member of the public wished to express their thanks to Brian McGuire for all the work he had undertaken on Burrfield Park. They also wished to point out that a total of seven posts are now wobbly on Horseshoe Footpath. It was noted this would be looked into.

A member of the public raised their concerns with regards to the recent disruption caused by the laying of fibre optic cabling along Church Road, Lammas Road and Hastings Close. It was noted that residents should raise their concerns direct with the company involved. Alison Thomas also **agreed** to check with the Highway engineer that the company were abiding by the necessary regulations. **AT**

Matthew Read also reported he had received concerns in relation to the recent flooding by the ford on Low Road of drivers ignoring the warning signs and of the verges being eroded.

The meeting was reconvened.

11. Planning

a) Planning Applications

None received.

b) Planning Decisions

i) **Appl Number: 2021/2771** Location: Lustre Coatings Ipswich Road Tasburgh NR15 1NS
Proposal: 3 No. workshop extensions including extraction units, chimneys and associated housing, 18 No. storage containers and LPG tanks (retrospective)

- c) Planning Appeals / Tree Preservation Orders
None received.

d) Next Planning Meeting

It was **agreed** that the next planning meeting would be held on **5th December 2023**. Preston Thomas, Adrienne Watts and Jill Casson confirmed their attendance and Jill Casson **agreed** to take the plans.

12. Advisory Groups

a) Neighbourhood Plan

It was noted the plan would soon be ready for assessment by an independent examiner. It was **agreed** to approve the preferred candidate put forward by South Norfolk District Council, Rachel Leggett and Advisory Group of Andrew Ashcroft, proposed by Keith Read seconded by, Brian McGuire all in favour. **Clerk**

b) Burrfeld Park

i) Health & Safety signs and additional maintenance

It was noted that the signs and the additional maintenance had been completed. Keith Read advised that the hedge cutting would be undertaken when the weather was a bit drier. **KR**

13. Consultations

- a) The Greater Norwich Local Plan Proposed Main Modifications 6th December 2023
Information previously circulated was noted.

b) Review of Polling Districts and Places 2023-24

It was noted that Village Hall would still be the designated polling venue for Tasburgh.

14. Budget Planning

a) Draft reoccurring expenditure 2024/25

The draft reoccurring expenditure budget was presented and considered. Minor amendments and the inclusion of the figures for the grounds maintenance contracts would be included and considered further in December meeting.

b) Maintenance Contracts 2024/25

Five companies were approached and two quotes received. It was **agreed** to accept the quote for £3555.00 and appoint Guardian Garden for the forthcoming season proposed by, Matthew Read seconded by, Brian McGuire all in favour. **Clerk**

15. Ongoing Projects

a) Traffic Calming

i) SAM2

It was noted that the recent data had been downloaded and would be circulated in due course. **Clerk**

ii) RSCF Bid Village gateway signs

This was covered under Agenda item 10a.

16. Ongoing Items

a) Play area

i) Re-turfing

It was reported this work had been scheduled for the following day. Feedback would be provided at the December meeting. Matthew Read **agreed** to raise the height of the basket swing seat to the recommend 635mm once the turf had been laid. It was also noted that further repairs are needed to the steps on the tractor. Agenda item for next meeting. **MR/ Clerk**

ii) Play area equipment quotes and funding

It was **agreed** to agenda item for December meeting. **Clerk**

b) Major Road Network Study (MRN) and cycle link proposal

It was noted that Jill Casson and Preston Thomas would attend an engagement session on **28th November** with key stakeholders along the A140 to gather local views on the challenges facing the A140. Feedback would be provided at December meeting. **JC/PT**

17. New Items

a) 2024 Meeting dates

It was **agreed** that the Parish Council would continue to meet on the third Tuesday of the month with planning meetings being held on first Tuesday in the Main Hall at 7.30pm. **Clerk**

b) Saxlingham Lane

Photographs had been previously circulated of the verge posts. It was **agreed** to contact Highways to find out if more robust posts could be installed proposed by Keith Read seconded by Preston Thomas all in favour. **Clerk**

c) Social Media Policy

With no amendments required, it was **agreed** to re-adopt the policy previously circulated.

d) Press and Media Policy

With no amendments required, it was **agreed** to re-adopt the policy previously circulated.

e) Biodiversity Duty

The Council were updated on this duty that requires them to consider what action to take on biodiversity by 1 January 2024. It was **agreed** to ignore the previously circulated draft policy and consider the documents recently provided by NPT&S at December meeting. **Clerk**

f) Village Hall Fire Safety Questionnaire

The documents previously circulated regarding procedures, PEEPS were discussed. The questionnaire was duly completed. Martin Bull **agreed** to raise the option of an alternative assembly point for those unable to get to the designated tennis court area. **MB**

18. Items for next month's agenda

Future Chair role, Father Christmas event and items as previously minuted.

19. Date of next meeting

The meeting would be held on **Tuesday 12th December**, 7.30pm, Tasburgh Village Main Hall.

The meeting closed at 9.15pm

CHAIR