

# Minutes of the Meeting of Tasburgh Parish Council held in Tasburgh Village Hall on Tuesday 21<sup>st</sup> September 2021 7.30pm

## Present

Jill Casson (Chair), Willie Crawshay, Andrew Patrick, Keith Read, Preston Thomas, Brian Hill, Adrienne Watts and Tina Eagle, Parish Clerk

## Also present

District Councillor Michael Edney

### 1. Apologies

Apologies were received and accepted from County Councillor Alison Thomas, Geoff Merchant, and Matthew Read.

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

Keith Read, Jill Casson, and Brian Hill declared an interest in Agenda item 15e, and Brian Hill Item 11c

### 3. Minutes of the meeting held on Tuesday 17<sup>th</sup> August 2021

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, Preston Thomas seconded by, Keith Read, all in favour.

### 4. Minutes of meeting held on Tuesday 7<sup>th</sup> September 2021

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, Preston Thomas seconded by, Adrienne Watts, all in favour.

### 5. Urgent Items to be raised through the Chair

It had been reported that problems are being caused by inconsiderate parking. Whilst this is not a matter for the Parish Council it was agreed that a reminder would be published in the next Quarterly.

It was noted that some of the footpath posts on Horseshoe Way had been broken by a vehicle reversing into them. It was **agreed** to assess the damage caused and provide a report for October meeting. **AP**

Thanks were extended to Brian Hill for repairing the broken step at Burrfield Park.

### 6. Update on matters arising from the minutes

#### a) Church Road Footpath

The refurbished footway had been inspected. Highways had **agreed** that the gradient is steeper than should be and confirmed that remedial work would be carried out to address the issue.

#### b) Logs by Ford

The contractor who had undertaken the recent tree cutting had been contacted and instructed to remove the logs and brash they had left by the ford as soon as possible.

#### c) Norfolk Ass of Local Councils Covid Memorial Token

Confirmation of order had been received. The token is less than 12" in diameter and no more than an inch or two thick, made of robust and enduring materials.

## 7. Correspondence

### a) Parishioners concerns regarding noise disturbances

It was noted that noise disturbances are dealt with by District Council and the Parish Council have no powers to intervene in such matters. Additional parking was sign-posted by the event organisers, which unfortunately was ignored by a few.

### b) River Yare Winter Flooding

Information previously circulated regarding the winter flooding that occurred in Tasburgh and neighbouring parishes.

### c) Community Action Norfolk AGM

Details previously circulated of AGM taking place via Teams on 26<sup>th</sup> October

## 8. Reports on Meetings Attended

### a) Village Hall Management Committee

It was noted that the Trustees had agreed to remove the dead trees along the border of the allotments as the first step to try to resolve the problem with rabbits and will organise a working party with members of the Allotment Society. Professional advice is being obtained to help move the completion of the website forward. The Trustees had also agreed to proceed with the front toilet refurbishment. The Community Yard Sale had been successful, and the profits would be shared between the Village Hall and the Playgroup. A vacancy still exists for a Caretaker.

### b) South Norfolk & Broadland Community Forum

Keith Read attended this online event on 26<sup>th</sup> August and found it to be very useful. It was open for residents to attend but unfortunately no members of the public were present. The next meeting is scheduled for November and he would like to continue to attend.

### c) Broadland & South Norfolk Neighbourhood Plan Networking

Jill Casson and Adrienne Watts attended this online session held on 8<sup>th</sup> September. The main focus of the evening was regarding community led housing which was informative and these sessions are certainly worth attending.

## 9. Finance

**It was resolved to pay the following:**

a) Tina Eagle	Salary/Expenses	£463.71/59.39
b) Norfolk Pension Fund	Pension Contribution	£142.30
c) Norse Eastern Ltd	Quarterly printing	£393.00
d) Norse Eastern Ltd	Yellow pages printing	£49.00
e) Norse Eastern Ltd	Church news printing	£45.00
f) Norse Eastern Ltd	Neighbourhood plan leaflets	£33.60
g) PKF Littlejohn LLP	External audit fee	£240.00
h) Tasburgh Village Hall	Play equipment lease	£50.00
i) Came & Company	Annual Insurance fee	£1306.62

Two late payments were received from:

Bartlett Signs	Neighbourhood Plan banner	£98.40
CPRE	Annual subscription	£36.00

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

j) To review, agree timescale and payment for repairs to play area equipment

It was noted that NGF Play Ltd is not able to complete the repairs within six weeks as there is currently a shortage of timber. To avoid delaying these repairs further, it was **agreed** to confirm the order, pay the contractor deposit of £2278.31 and follow up every 3-4 weeks on the current situation, proposed by Adrienne Watts, seconded by Willie Crawshay, all in favour.

k) To note completion of external audit

It was noted that while there were no matters to bring to the Councils attention the AGAR was incorrectly completed before submission and had to be amended.

## 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

A summary of the report received was read out by the Chair as follows:

- Some concerns have been expressed by statutory consultees regarding the Long Stratton bypass application which will be addressed and clarification sought.
- The Norfolk Strategic Flood Alliance recently met. Alison raised concerns about riparian work needing to be completed before winter. She is also assisting Low Road residents in gaining meaningful engagement with the flood team.
- As Chair of the Norfolk Health Scrutiny who are currently looking into Cancer services and the Ambulance Trust. The group will also be looking at access to Primary Care (GP) and NHS Dentistry both of which are struggling to deliver the service that is expected.
- Concerns about the dangerous queuing of traffic on the B1527 at the Morningthorpe Recycling have again been raised. Alison has requested another review of safety and capacity at the site and has pledged to use any of remaining member budget to assist with a solution.
- Subject to sourcing materials Highways are hoping to get the additional 30mph signs for Low Road installed, October, early November.
- The matter of the pedestrian white lines outside the Malthouse was forwarded onto the Safety Team who concurred that whilst they offer an indication that pedestrians may be present, they do not offer any protection, and would not recommend them on rural stretches.

b) District Councillor Michael Edney

Noted that noise disturbances being reported to the District Council of one-off events held by public houses are being treated very sensitively.

Broadland & South Norfolk Accommodation Review is currently out for consultation. They are currently looking at the accommodation needs for the future. One possible suggestion being considered is moving into County Hall.

c) Public Comments

None in attendance

*The meeting was reconvened*

## 11. Planning

### a) Planning Applications

None received

### b) Planning Decisions

i) **Appl No:2021/1642** Location: 19A Church Road Tasburgh NR15 1ND

Proposal: Single storey extension to rear including alterations to landscape

**APPROVED WITH CONDITIONS**

ii) **Appl No: 2021/1893** Location: 7 Orchard Way Tasburgh Norfolk NR15 1NJ

Proposal: Non-material amendment of 2019/2328 changes to fenestration and guttering design layout and minor size increase to north west elevation

**APPROVED**

### c) Planning Appeals

i) **Appeal Ref/L2630/W/21/3272676 (2020/1621)**

Location: Land adjacent to 7 Harvey Close Tasburgh Norfolk

It was noted that there was nothing further to add to the comments previously submitted.

### d) Next Planning Meeting

It was **agreed** that the next planning meeting would be held on **5<sup>th</sup> October 2021**. Preston Thomas, Adrienne Watts, and Jill Casson confirmed their attendance. Preston Thomas **agreed** to take the plans.

## 12. Advisory Groups

### a) Neighbourhood Plan

The Neighbourhood Plan Advisory Group had met on the 7<sup>th</sup> September to discuss final arrangements for the Community Drop- in event being held on 26<sup>th</sup> September. All Councillors were invited to attend.

The Locality Neighbourhood Project Planner previously circulated was noted and would continue to be regularly updated.

### b) Traffic Advisory Group

The Traffic Advisory Group met on the 14<sup>th</sup> September and made the following recommendations:

- To contact Tharston & Hapton Parish Council and enquire what SAM2 data they are analysing as there may be lessons that can be learnt.
- To prepare a brief to determine what information is required from the SAM2 data that would produce credible, consistent evidence.
- To immediately inform Willie Crawshay the date/time of any vehicle abusing the one-way system on Church Hill.

It was **agreed** to accept the above recommendations of the group proposed by, Willie Crawshay, seconded by, Preston Thomas all in favour.

## 13. Consultations

### a) Broadland & South Norfolk Accommodation Review

It was **agreed** to submit comments that services for South Norfolk residents should remain within South Norfolk District Council offices based in Long Stratton. The offices are easily accessible and valuable for those more vulnerable residents of our communities proposed by Keith Read, seconded by Brian Hill, all in favour. **Clerk**

- b) Transport for Norwich Strategy Consultation  
It was **agreed** that no comments would be submitted.

#### 14. Ongoing Projects

- a) Community Speed Watch and SAM2

It was noted that the Community Speed watch group are operating again with their first session planned on Church Road.

It was reported that the SAM2 will be moved a week later than previously scheduled onto Church Road. It was **agreed** to contact neighbouring parishes to look at working together to try and gather additional data from SAM2 that could strengthen current evidence already being collected individually. **Clerk**

- b) Repairs to Low Road Village sign

It was **agreed** that work would be completed within the next couple of weeks **AP**

- c) Parish Partnership Scheme 2022/23

It was noted that Highways had been advised that an application for a second SAM2 would be submitted for consideration. **Clerk**

*Keith Read left the meeting*

#### 15. Ongoing Items

- a) Tasburgh Community Snake Rock

It was **agreed** that work would be completed within the next couple of weeks. **AP**

- b) Playarea

- i) Repairs to Senior Multi-play equipment

This matter had previously been considered under Agenda item 9j

- ii) Update on repair to tractor roof

It was **agreed** that work would be completed within the next couple of weeks. **AP**

- c) Burrfeld Park

- i) Update on boardwalk

It was reported that further exploratory work needs to be undertaken to ascertain the exact length of supporting material needed for the boardwalk posts that are in need of additional support. **AP**

- ii) Additional grounds Maintenance

It was reported that the additional grounds maintenance had been scheduled for 4<sup>th</sup> October.

- iii) Brush cutter

*This matter was previously considered after Agenda item 14a to allow Keith Read to take part in the discussion before having to leave to attend another appointment.*

It was reported the brush cutter purchased in 2008 had broken and is beyond economic repair. It was **agreed** to purchase a Stihl petrol strimmer with cow horn handles and harness for £297.47 plus VAT proposed by, Keith Read seconded by, Andrew Patrick all in favour.

- d) 1 Million trees in Norfolk  
Information is still being awaited upon from Redwings.
- e) Tasburgh Allotment Society (TAS)  
*This matter was previously considered after Agenda item 14a to allow Keith Read to take part in the discussion before having to leave to attend another appointment.*

It was **agreed** that no decisions would be made until the Village Hall had satisfactorily cleared the perimeter fence.

## 16. New Items

- a) Grounds Maintenance Specification  
Documents had been previously circulated for consideration. It was **agreed** that the specification for the Verges, Burrfield Park, Horseshoe Footpath and the Churchyard required no updating. **Clerk**
- b) Community Emergency Plan Co-ordinator  
It was noted that the current Co-ordinator is stepping down from the role. Andrew Patrick **agreed** to take on the role with Preston Thomas filling in as Deputy. It was **agreed** to send a letter of thanks to the current Co-ordinator. **Clerk**
- c) Father Christmas visit  
It was **agreed** this would be an Agenda item for October meeting. **Clerk**

## 17. Items for next month's agenda

Father Christmas visit  
Parish Partnership Scheme application

## 18. To confirm date of next meeting, Tuesday 19<sup>th</sup> October 2021, 7.30pm Main Hall

It was **agreed** to hold the next meeting again in the Main Hall and continue to review on a monthly basis.

The meeting closed at 8.50pm

**CHAIR**