

Minutes of the Meeting of Tasburgh Parish Council held in Tasburgh Village Hall on Tuesday 13th December 2022 7.30pm

Present

Jill Casson, Adrienne Watts, Preston Thomas, Geoff Merchant, Brian Hill, Willie Crawshay, Andrew Patrick and Tina Eagle, Parish Clerk

Also present 1 member of the public

1. Apologies

Apologies were received and accepted from County Councillor Alison Thomas, District Councillor Michael Edney, Keith Read and Matthew Read.

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

Geoff Merchant, agenda item 9d as related to a member of the organisation. Brian Hill, agenda item 9f as recipient of the payment.

3. Minutes of the meeting held on Tuesday 15th November 2022

The minutes of the last meeting previously circulated were considered. A request was made to agenda item 2 to change 'they are' to 'he is' and agenda item 9 to change 'payment' to 'invoice'. With these amendments it was **agreed** to accept the minutes as a true record of the proceedings proposed by, Geoff Merchant seconded by, Willie Crawshay all in favour.

4. Minutes of meeting held on Tuesday 6th December 2022

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) Highway matters

Norfolk Archaeological Trust had confirmed that any vegetation obscuring the No-entry sign at the top of Church Hill would be cut back. Highway had been chased again about the obstructions on Grove Lane.

b) Community Emergency Plan

It was noted that no responses had been received as yet from the Quarterly article. It was **agreed** to share the information on social media. **Clerk**

c) H M Land Registry

It was noted that confirmation and a copy of Register of Title had at last, been received for Burrfield Park.

In relation to the previous request to re-instate the application for the Land on North Side of Marlpit Lane it had again been refused. It was **agreed** to submit a new application for a fee of £30 proposed by, Geoff Merchant seconded by Brian Hill all in favour. **Clerk**

7. Correspondence

a) Revised parliamentary boundaries 2023

Details previously circulated were considered. With no changes to Tasburgh it was **agreed** no further action was required.

b) Elections Act 2022

Details previously circulated were considered. It was noted there are several changes one of which is that individuals will need to show photographic identification when voting at a polling station. It was **agreed** to publicise this in the next Quarterly. **Clerk**

8. Reports on Meetings Attended

a) Village Hall Management Committee

It was reported that a new booking system is in the process of being set up. In the future this would be managed by one booking secretary.

9. Finance

It was resolved to pay the following:

a) Tina Eagle	Salary/Expenses	£472.97/£7.09
b) Norfolk Pension Fund	Pension Contribution	£147.65
c) NGF Play	See-saw repairs	£396.28
d) Norfolk Parish Trg & Support	2023 Elections Training	£36.00
e) P D Moore	Bus shelter maintenance	£35.00
f) Brian Hill	Rowan tree for Burrfield	£39.99
g) Garden Guardian	Grounds Maintenance	£3590.40

A late invoice was received from

Paws Marketing	Quarterly, Church News & Yellow Pages printing	£666.30
----------------	---	---------

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

h) External auditor appointment

It was noted that PKF Littlejohn LLP had been appointed as external auditor for 2022-23 to 2026-27.

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

Nothing to report

b) District Councillor Michael Edney

Nothing to report

c) Public Comments

A member of the public raised their frustration with regards to the irregular bus service provided by First Bus No 36 from Tasburgh to Norwich. This has been raised with the bus company to little effect with buses still regularly not turning up leaving passengers having to make alternative arrangements. It was also reported that the timetable is out of date and the app that tracks the progress of the bus is not reliable. It was **agreed** this would be followed up with First Bus and County Councillor. **Clerk**

The meeting was reconvened.

The member of the public left the meeting.

11. Planning

a) Planning Applications

None received

b) Planning Decisions

None received

c) Planning Appeals

None received

d) Next Planning Meeting

It was **agreed** that the next planning meeting would be held on **3rd January 2023**. Jill Casson, Preston Thomas, Adrienne Watts and Geoff Merchant confirmed their attendance. Preston Thomas **agreed** to take the plans.

12. Advisory Groups

a) Update on Neighbourhood Plan

Draft minutes from the meeting held on 6th December had been previously circulated. A brief update to close the year was presented as follows:

Results of the housing needs assessment by AECOM are still awaited. It is hoped these together with the Design Code report would be available in the New Year which would be incorporated into the draft policies relating to building and development.

13. Consultations

a) Transport East Rural Mobility Survey

It was **agreed** that Jill Casson would complete the survey on behalf of the Parish Council **JC**

b) The Norfolk County Council (A140 Long Stratton Bypass) (Classified Road) (Side Roads) Order 2022

Details of the order previously circulated were noted. It was **agreed** no further action was required.

14. 2023/24 Budget Planning

a) Quarterly Printing

All quotes received were considered. It was **agreed** to accept the quote from Paws Printing & Marketing of £666.25 proposed by, Willie Crawshay seconded by, Geoff Merchant all in favour. **Clerk**

b) Reoccurring budget and project expenditure 2023/24

The draft budget previously circulated was considered. It was **agreed** to allocate £4450.00 to the Heritage field car park proposal and £1000.00 to the Neighbourhood Plan. Other amendments were also **agreed** to the grant and unallocated budget and ear-marking any unspent funds at year end. The draft budget was agreed in principle and the final budget and resulting precept would be **agreed** and signed off at the January meeting.

15. Ongoing Projects

a) Traffic Calming SAM2

It was noted that the data from the SAM2 located on Low Road had been downloaded and would be circulated but not from the machine located on Saxlingham Lane. It was **agreed** to

review the data from Saxlingham Lane when next downloaded and if it shows to be not useful to consider re-locating the machine to Grove Lane. Agenda item for next meeting. **Clerk**

16. Ongoing Items

a) Burrfield Park

i) Gully filtration

It was **agreed** to agenda item for next meeting. **AP/Clerk**

ii) Memorial plaque for Rowan tree

It was confirmed the tree had been planted. A suggestion for the wording of the memorial plaque was put forward. It was **agreed** to obtain quotes for an A5 laminate sign and for the tree surround. Agenda item for next meeting. **Clerk**

iii) Re-inspection of trees

It was **agreed** to accept the quote of £560.00 provided by Eastern Tree Care to re-inspect the trees in Burrfield Park proposed by, Brian Hill seconded by, Willie Crawshay all in favour. **Clerk**

b) Norfolk Archaeological Trust

Project costs are still being awaited for the Heritage field car park proposal which were covered under Agenda item 14b.

c) Play area

It was noted that the see-saw had now been repaired.

i) Consultation publicity

Only three responses had been received from the recent consultation placed in the Quarterly and on social media. As the swings would be removed after the Christmas holidays it was **agreed** to agenda to next meeting when hopefully more responses have been received. It was noted that any possible District funding would not be available until after the May elections. **Clerk**

d) Tasburgh Allotment Society

There was nothing to report.

e) Cycle link

It was noted that meeting dates to progress this further are still to be confirmed and may not be forthcoming until the Long Stratton bypass application is considered by Planning.

17. New Items

a) Process to adopt when an attendee tests positive for Covid

It was **agreed** that notification would be sent to Councillors via email.

b) Quarterly distribution

One of the community distributors of the Quarterly who covers Everson Road, Everson Close, Chestnut Road and Oak Close is giving up the round they have delivered for many years. It was **agreed** this may be an opportunity to split the round and advertise for more distributors in the area to come forward. **Clerk**

18. Items for next month's agenda

As minuted

19. Date of next meeting

The meeting would be held on **Tuesday 17th January 2023**, 7.30pm, Tasburgh Village Main Hall.

The meeting closed at 8.44 pm

CHAIR