

**Minutes of the Meeting of Tasburgh Parish Council held remotely via  
Zoom on  
Tuesday 17<sup>th</sup> November 7.30pm**

**Present**

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

**Also present**

County Councillor Alison Thomas and, 1 member of the public were present.

**1. Apologies**

Apologies were received and accepted from District Councillor Michael Edney and Andrew Patrick.

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

Willie Crawshay declared an interest in Agenda item 7a, Geoff Merchant declared an interest in Item 16a, and Jill Casson and Keith Read declared an interest in Item 16c.

**3. Minutes of the meeting held on Tuesday 20<sup>th</sup> October 2020**

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 3<sup>rd</sup> November 2020**

As no planning applications were received the meeting was cancelled.

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

None

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

a) Trailer on Hastings Road

It was **agreed** to continue to follow this matter up with the Local Safer Neighbourhood Police Team. **Clerk**

b) Burrfeld Park

It was noted that work to undertake the necessary tree felling and crown reductions is scheduled to take place 14<sup>th</sup> December.

c) Marlpit Lane

It was noted that the area had been taped off and the paperwork to undertake a search and registration of the land sent to Land Registry. It was **agreed** to advise the resident who lives opposite of the Parish Council's intentions to register the site proposed by Keith Read, seconded Geoff Merchant, all in favour. **Clerk**

d) Chestnut Road Grit Bin

It was noted that Andrew Patrick had confirmed he could supply the necessary material to enable the lid of the grit bin to be repaired. **AW/PT**

## 7. Correspondence

### a) Traffic calming measures in Low Road

It was **agreed** this matter would be considered under Agenda Item 10c to allow the member of public to discuss their request.

### b) Poor broadband coverage

It was reported that the matter had now been resolved for the member of the public.

*Alison Thomas joined the meeting and apologised for being late due to a previous meeting.*

## 8. Reports on Meetings Attended

### a) Village Hall Management Committee

It was **noted** that the current administrator had recently resigned. The post had been filled and contact details would be made available in due course. A member of the public had been elected as a Trustee which leaves the replacement for the post of Treasurer who intends to resign Spring 2021. An article had been published in the Quarterly to encourage more Trustees to come forward as well as requests on social media.

The play group remained open although due to recent Government guidelines the Social Club had closed. The Trustees are currently reviewing the hire charges and considering the 2021 grass maintenance quotes. Regretfully the Post Office had been unable to open due to staff problems.

## 9. Finance

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

a) Tina Eagle	Salary/Expenses	£463.71/£14.39
b) Norfolk Pension Fund	Pension Contribution	£139.95
c) Land Registry	Marlpit lane index search	£7.00
d) South Norfolk Council	Annual Dog Bin charge	£441.60

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

## 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 had spoken to Highway Officers following letters received from residents regarding the traffic calming scheme in Bawburgh. Highways had confirmed that this scheme is unique and due to exceptional circumstances that were supported with substantial evidence of a persistent and constant problem. Alison had received reports from Hempnall Parish Council who had also experienced a change in traffic movement as a result of the Hempnall roundabout and would deal with these matters as a collective enquiry.

The County Boundary Review full submission would be agreed by full Council before going back to the Boundary Commission. It is unlikely there would be any change for Tasburgh.

The Bypass Project Board Steering Group, of which Alison is a member will oversee the project through to delivery, with an anticipated scheduled opening end of 2024.

South Norfolk District is seeing a rise in Covid-19 cases and Alison advised to keep local and stay at home as much as possible. The Scrutiny Panel is due to look at recent outbreaks in the food processing plants and how to mitigate any future incidents.

Work continues to progress the Long Stratton Good Neighbours Scheme with support from Community Action Norfolk. It was noted that a volunteer from Tasburgh had agreed to join the Steering Group to help progress this scheme.

Anyone experiencing broadband issues should email Alison with address and postcode and it would be looked into.

b) District Councillor Michael Edney

No report available

c) Public Comments

A resident raised their concerns with regards to the noticeable increase in the volume of traffic in Low Road, especially in relation to heavy goods vehicles, contract farm vehicles and vans. This is becoming more and more intimidating for residents especially when out walking along this stretch of road. Discussion took place on what information would be required to start building a case for traffic calming measures to put forward to the Highway Engineer for consideration.

It was **agreed** to:

- continue gathering evidence from the SAMS data **Clerk**
- consider recording the numbers of heavy goods vehicles together with operator details **Community Speed Watch group**
- find out what evidence was collected in building the case for the Bawburgh initiative. **Clerk**
- follow up again with Satellite Navigation companies the noticeable increase in the volume of traffic using Low Road. **Clerk**

It was noted that the narrowing of the road and gateways had been previously discussed with the Highway Engineer to no avail. The suggestion put forward of road markings just after the 30mph speed limit where the road narrows, between Tasburgh Grange and The Old Malthouse is however achievable. Similar road markings had been undertaken by a neighbouring Parish Council and it was **agreed** this should be pursued, proposed by Geoff Merchant, seconded by Keith Read all in favour. Alison Thomas confirmed that as she had provided the funding for the neighbouring Parish Council road markings and would similarly fund this initiative from her Highway budget. **Clerk/AT**

*Alison Thomas and member of the public disconnected from the meeting.*

*The meeting was reconvened.*

## 11. Planning

### a) Planning Applications

None received

### b) Planning Decisions

- i) **Appl: 2020/1621** Location: Land adjacent to Harvey Close, Tasburgh  
Proposal: Erection of single storey dwelling. **REFUSED**

### c) Planning Appeals

None received

### d) Next Planning Meeting

It was **agreed** that the next planning meeting would be held on **1<sup>st</sup> December 2020**. Jill Casson, Brian Hill, Keith Read, Geoff Merchant, and Preston Thomas confirmed their attendance and Adrienne Watts **agreed** to take the plans.

## 12. Consultations

### a) Districts Council's Public Space Protection Order

It was **agreed** to submit comments pointing out the typographical error item 4ii and reservations raised that in item 5c, you can be prosecuted for something you are unaware of proposed by Geoff Merchant, seconded by Brian Hill all in favour. **Clerk**

### b) Norfolk County Council's budget consultation

It was **agreed** that no comments would be submitted. Closing date for individual comments 14<sup>th</sup> December.

## 13. Advisory Groups

### a) Neighbourhood Plan

The Advisory Group had met on 1<sup>st</sup> December. The draft minutes had been previously circulated for information. Brian Hill had kindly agreed to collect the short questionnaire from the Village Hall post box which would be delivered out with the winter Quarterly.

## 14. Ongoing Projects

### a) Community traffic calming schemes

#### i) Update on Community Speed Watch & SAMS

It was noted that the 30mph stickers for the wheelie bins would be distributed along with the Winter Quarterly.

Westcotec had confirmed collection of the SAMS machine which would be returned to its location on Church Road bluetooth enabled.

Community Speed Watch sessions would resume again in the Spring when more daylight hours are available.

### b) Lower Tasburgh Village Sign

Having reviewed the quotes received it was **agreed** to accept the quote provided by Mike Amiss for £145.00 proposed by Keith Read, seconded by, Preston Thomas all in favour. **Clerk**

## 15. Ongoing Items

### a) Covid-19

#### i) Tasburgh community snake rock

It was **agreed** to Agenda item for December meeting.

### b) Play area

#### i) Outdoor Gym Equipment

It was noted that due to recent Government guidance the outdoor gym area had been closed. A notice had been put up to that affect.

#### ii) Repair to play area equipment

The additional quotes received were considered. Concerns were raised that if treated timber is used it may well need replacing again in the future. It was **agreed** to obtain more information from one of the quotes submitted with regards to the exact type of longer lasting material that is intended for use proposed by Matthew Read, seconded by Keith Read, all in favour. **Clerk**

## 16. 2021/22 Budget Planning

### a) Draft reoccurring expenditure 2021/22

It was **agreed** to approve the draft re-occurring expenditure budget as presented, together with the minor amendments and also include the grounds maintenance sums as agreed below, proposed by Adrienne Watts, seconded Preston Thomas all in favour

### b) Maintenance contracts for 2021

The maintenance contract quotes previously circulated were reviewed. It was **agreed** to accept the quote for £2797.00 and appoint Guardian Garden to undertake the verge contract, Burrfield Park, Horseshoe Way footpath and Churchyard contracts for the 2021 season, proposed by Keith Read, seconded Willie Crawshay all in favour. **Clerk**

### c) Allotment Rent

It was **agreed** there would be no change in the allotment rent of £250.00 for a further year proposed by, Willie Crawshay seconded by Matthew Read, all in favour.

### d) 'Wish list' of precept projects

To consider any future projects for consideration at December meeting.

## 17. New Items

### a) Burrfield Park

#### i. Update and quotes for replacement signs

It was **agreed** to purchase a new information sign 480 x 350 for £28.00 and a A4 aluminium history sign for £24.00 plus VAT, proposed by Brian Hill, seconded by Matthew Read all in favour.

It was noted that a member of the public reported slipping on the maintenance step when they stepped off the boardwalk. The incident had been logged in the accident book and the step had been covered with wire netting.

### b) Upper Tasburgh Village Sign

It was **agreed** to Agenda item for December meeting

c) Horseshoe Footpath

Having reviewed the 3 quotes obtained it was **agreed** it would be more cost effective to undertake the work to replace the fence posts internally, proposed by Keith Read, seconded by Preston Thomas all in favour. **KR/PT**

d) 2021/22 Meeting dates

It was **agreed** that the Parish Council would continue to meet on the third Tuesday of the month, with planning meetings scheduled for the first Tuesday, apart from the December meeting which would be rescheduled a week earlier to December 14<sup>th</sup> 2021, proposed by Jill Casson, seconded by Adrienne Watts, all in favour. **Clerk**

**18. Items for next month's agenda**

As minuted

**19. To confirm date of next meeting, Tuesday 15<sup>th</sup> December 2020, 7.30pm**

The meeting closed at 21.01pm

**CHAIR**