

Tunstead Parish Council

Minutes from 18th September 2018 at 7.30pm

Present:	Chris Oakes	CO	Chair
	Revd. Tim Gosden	TG	(up to 8.30pm)
	Wendy Atkins	WMA	
	Clive Rich	CR	
	Caroline Purdy	CP	Acting Clerk
	Neil Coston	NC	(from 8.40pm)
Apologies:	Nigel Williams	NW	Vice Chair
	Tim Place	TP	
	Simon Shaw		
Public:	Nigel Dixon	ND	Norfolk County Councillor
	1 member of the public		

Item	Action
<p><u>Public Participation</u></p> <p>The member of the public raised about the signage placement on Sloley Field Lane advising of road closure on 20th September. It was confirmed this would be correctly diverted when the road was closed.</p> <p>The clerk confirmed there was nothing relating to this area from the Police report.</p> <p><u>County Councillor's Report</u></p> <p>ND re-raised the extra funding that was discussed last year when TPC opted for additional drainage works, asking if there was anything else or a change to our decision (other Councils opted for road markings to be repainted). After discussion, it was agreed that TPC would still prefer to use any additional money to tackle flooding and an additional street clean during sugar beet harvest season. ND confirmed the sum of approximately £800 for use. A conversation followed about works to Fletcher Close which ND will follow up with County Council.</p> <p>A discussion followed about responsibilities of residents/landowners with regard to overgrown hedges and vegetation. ND provided guidance in that this is the individual's responsibility, TPC can ask for clearance and if no action is taken this can be escalated to County Highways.</p> <p>TPC and ND discussed the upcoming enforcement meeting with regard to Beeches Farm. ND provided guidance around our verbal statement to be made at that meeting.</p>	
<p><u>2 Apologies</u></p> <p>As above.</p>	
<p><u>3 Declarations of Interest</u></p> <p>None.</p>	
<p><u>4 Minutes of the Last Meeting</u></p> <p>Agreed and signed.</p>	

<p>5 Matters Arising</p> <p>a) CO had held CPR training at the Horse & Groom pub.</p> <p>b) CP reported Jon Winnett's response regarding HGV access via Sco Ruston; the chair requested we request for an "Unsuitable for HGV" sign to be pursued.</p> <p>c) CP reported that Orbit had advised their contractors of work to clear ditches at Market Close and was expected to be completed by 28th Sept. It was requested that boughs of trees overhanging the path was added to our request.</p> <p>d) The map of waterways and ditches was with WA; she will look into getting copies.</p> <p>e) The drains covered at the Market Street junction has been passed onto Jon Winnett's colleague for follow up.</p> <p>f) Clearance of weeds in gulleys on Manor Close had been completed.</p> <p>g) CR reported on the replacement noticeboard; he has 3 alternatives:</p> <ul style="list-style-type: none"> i. Aluminium £ 800 ii. Plain wood £1,400 iii. Composite £1,500 all exc. VAT <p>He is awaiting written quotes before a decision is made.</p> <p>h) CP advised that the annual statement for completion does not come from NNDC; John Gallop will advise further.</p> <p>i) CP advised that the internal auditor, John Gallop, has received the accounts, minutes and correspondence and is happy with these. A profit and loss account will be produced in line with other years.</p> <p>j) CP reported on the query over Community Heartbeat Trust, confirming electricity to the phone box and the payment was agreed. BHF reported that the defib was sent with the training materials on 20th June; to be checked by CO.</p> <p>k) CP reported that the parish precept has been set up and will need applying for again in October. NNDC have her details to use.</p>	<p>CP</p> <p>CP</p> <p>CR</p> <p>CO</p>
<p>6 Received Correspondence</p> <p>a) Letter and photographs of overgrown vegetation was received and discussed; it was agreed to write to all identified parties (households, landowners etc) to request cutting back of overgrown areas and clearance of ditches, gulleys and waterways in readiness for winter.</p> <p>b) CP reported that Eileen had been sent notification of a change of ward in May 2019; to be known as Hoveton & Tunstead Ward.</p> <p>c) NNDC had written to advise of local plan events; CO advised forwarding to NW.</p> <p>d) NNDC had emailed to ask for an up to date list of our stock of almshouses; there being none, CP will report back.</p> <p>e) Company offering a parish map drawn up for £500 was declined.</p> <p>f) NNDC had written to confirm that the war memorial had been added to the Statutory List of Buildings of Architectural or Historic Interest.</p>	<p>CP</p> <p>CP</p> <p>CP</p>
<p>7 Clerk's Financial Report</p> <p>The statement of accounts was approved as were pending payments to:</p> <p>Community Heart Beat Trust £630.00</p>	

<p>Clerk £300.00 CGM £ 61.20</p>	<p>A letter was signed by those present to advise Santander of the change of address. CP will pass to Tim Place for completion.</p>	<p>CP</p>
<p><u>8 Highway Matters</u> The permissive path needs levelling at either end to allow for safe walking. CO will discuss with NW.</p> <p>CP raised on behalf of NW a query about allowing dog walking on the permissive path; CO confirmed that dog walking <i>must not</i> be permitted due to the farmer's stringent Crop Assurance Scheme regulations.</p> <p>NC confirmed that a new post box had been erected in Sco Ruston.</p> <p>NC confirmed that there had been a decrease in the volume of HGVs using Sco Ruston as a cut through.</p> <p>Overgrown hedges had already been discussed and actioned.</p>	<p>CO/NW</p>	
<p><u>9 Planning</u> The Beeches development and enforcement meeting had been discussed; CO requested a draft statement in line with ND's suggestions be sent to NW.</p>	<p>CP</p>	
<p><u>10 Environment</u> NC reported that there was still a lot of rubbish deposited along the Tunstead Road through Sco Ruston; he clears periodically and will organise a village-wide litter pick for October half term.</p>	<p>NC</p>	
<p><u>11 Tunstead Village Hall & Recreation Ground Report</u> WA reported that the wedding fayre and flower festival raised £238.40 each for the Committee and Church.</p> <p>The next event is a Christmas craft fair to be held at the Primary School on 18th November, 10.00-3.30pm.</p> <p>The photo competition is still running and closes on 30th September.</p> <p>CR updated TPC on the current plans for replacing the village hall. The council requested to view these and see the consultation at the next meeting; this will commence at 7.00pm-7.30pm. CR confirmed the committee are still following the phased approach, but following exhaustive enquiries into legislation etc, it is a brick-built building which must be pursued.</p>		
<p><u>12 2017/18 Accounts</u> As advised above 5)i.</p>		
<p><u>13 Armistice Day Remembrance Plans</u></p>	<p>CP</p>	

<p>It was confirmed that TPC would like to order a wreath. It is our intention to join the parade at Hoveton/Wroxham to get the wreath blessed and then return to lay it at Tunstead Church.</p> <p>WA to ask TG if he would perform a small service in view of the significance of this date. CO suggested some teas/cakes/biscuits to mark the occasion also.</p> <p>CP to contact the primary school to see if they'd like to get involved with any planned service, once details are known. CP to contact Revd. Jump.</p> <p>The clerk distributed a gift of poppy seeds sent from NNDC to be sown around the village to mark the centenary of WW1.</p>	<p>WA</p> <p>CP</p> <p>WA</p>
<p><u>14 Any Other Business</u></p> <p>CR reported that a resident had queried if he could substantiate her view that traffic had decreased through the village since the opening of the NDR. Unfortunately, the sign statistics cannot corroborate this.</p> <p>CP requested that CO contact the people responsible for clearing Eileen's flat to request the laptop be returned, in light of Woodbastwick receiving theirs.</p>	<p>CO</p>

The next meeting of the Parish Council will be on **20th November** at 7.30pm at the portacabin. The Village Hall consultation will commence at 7.00pm.

Agreed and Signed on behalf of Tunstead Parish Council:

Chair

Date: _____