**Tunstead Parish Council**

**Annual Parish Council Meeting Minutes from 21st May 2019 at 7.30pm**

Present: Chris Oakes CO Chair

 Wendy Atkins WMA Vice Chair

 Caroline Purdy CP Clerk

Clive Rich CR

 Tim Place TP

 Jason Coward JC

Apologies: Neil Coston NC

Public: Nigel Dixon ND Norfolk County Councillor

 6 Members of the Public

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| **Item** | **Action** |
| 1 Apologies Apologies were given by the Chairman on behalf of Neil Coston.  |  |
| 2 Election and Co-Option of MembersCllr Oakes was nominated Chairman by TP and seconded by WMA. Cllr Atkins was nominated Vice-Chair by TP and seconded by CR. JC was co-opted onto the Parish Council.  |  |
| 3 Acceptances of OfficeAcceptances of Office were completed by all Councillors, election expenses forms were completed by councillors for NNDC and the clerk collected the remaining Members Interest Form. Cllr Coston to complete his Acceptance and return to the Clerk asap.  | NCCP |
| *Due to the number of attendees, Public Participation was extended to 80mins.* *A round the table introduction took place before the meeting commenced.*4 Public Participation James Allen spoke on behalf of the attendees regarding concerns over planning notices for a digestate reservoir (NP/19/0772) and demolition and replacement of poultry units (PF/19/0570). He passed a list of the residents’ concerns to Councillors regarding NP/19/0772 only – appendix 1. Advice and discussion were held with Councillor Dixon who advised the course of action for residents and Council. He summarised the main points of uncertainty were transport and roads. ND stated that the original planning permission was dated 2011 and he could not see that there were ‘bans’ or restrictions preventing heavy farm vehicles from using Buxton and Lammas, instead that there were specifications on usable routes. Members of the public felt ‘bans’ were in place and ND will try to clarify this. 1 member of the public had raised concerns with Network Rail over the correct use of the level crossing at Sloley also. The ‘application’ made to NNDC states that this is not within 25m of a road, but residents felt it was and there would be no off-road parking for vehicles.Councillor Dixon advised TPC to request a full planning application which would allow for all these matters to be fully investigated and reported on. He has been liaising with Sloley and Smallburgh Parish Councils also on this matter. Clerk to make comment and object via NNDC accordingly. Mr Allen continued on behalf of attendees regarding PF/19/0570; CO circulated documents regarding noise and smell that had already been obtained by NNDC. Whilst it was noted that the units would run more efficiently, at reduced noise volume of 28db (at present 36db), residents remain anxious over the smell and increase in flies in particular. Vehicles would also be increased from 262 to 267. TPC listened to concerns and whilst it did not object to the redeveloped site, would comment accordingly around concerns of smell and flies and ask if owners would consider further filters on extraction fans and industrial fly zappers. An increase in birds from 24,000 to 28,000 was noted. CO explained the cyclical pattern in emptying out units and how this would limit/prevent some ideas to reduce noise/smell/flies. ND spoke further to residents outside of meeting. County Councillor’s ReportCllr Dixon confirmed his re-election alongside Gerrard Mancini-Boyle to the Ward of Hoveton & Tunstead. ND will continue to attend meetings for Hoveton, Ashmanhaugh, Tunstead and Sloley and Mr Mancini-Boyle will share Hoveton and take Barton Turf, Neatishead and Dilham. They will continue to attend as many meetings and stand in for each other where possible. NNDC is now a Liberal Democrat run District Council, reducing councillors to 40 (30 LD, 6 Cons, 4 Ind). The County Council, as recently reported, needs to make another £40million cut from budget. TP asked after the Scottow Enterprise Park; ND confirmed this is running well and creating employment opportunities, currently coming to the end of phase 1 regeneration. JC asked if the runway would be brought back into use and ND confirmed an application and surveys for noise being undertaken. ND asked if TPC has received the monies from his budget for extra works as agreed? The clerk confirmed she had copied him into emails that agreed we should get the money and requests for the extra work to clear back drains but no confirmation was received from Highways that this had been undertaken. Clerk to chase.  | NDCPCPCP |
| 5 Declarations of InterestNone. |  |
| 6 Minutes of the Last MeetingAgreed and signed.  |  |
| 7 Matters Arising1. Phone box – CP confirmed she had contacted Trend Marine re glass.
2. Noticeboards – CO has taken these down and work to replace the locks is in hand. CP noted that the new noticeboard still needs to be erected.
 | CPCO |
| 8 Received CorrespondenceBHIB had quoted for the renewal of insurances at £462.50. As required, the clerk had requested a further comparison quote which was awaited. Cllrs agreed to go with the lower when the comparison was received from Zurich.  | CP |
| 9 Clerk’s Financial Report & BudgetPending payments for the following were approved: Clerk £315.84Tunstead Village Hall Hire £ 80.00PKF Littlejohn Ext. Auditor fee £ 48.00Catton Print (newsletters) £ 94.50The draft budget was discussed and amendments requested in line with spending and income by TP. Clerk to complete and re-circulate. The Clerk confirmed the rate set by NALC was £9.34/hr for clerk work and budget allowed for only 4 hours work per week. Councillors asked the Clerk to request quotes from Norse, Just Ask and CGM for playing field maintenance. TP asked the Clerk to chase reimbursement for glass recycling credits made.  | CPCPCP |
| 10 Highway MattersCO requested the Clerk chase Highways on the vegetation along Market Street encroaching onto pavements.  | CP |
| 11 PlanningPlanning applications were discussed earlier and comments will be made by the Clerk as agreed to NNDC.  | CP |
| 12 Phone Box & DefibrillatorThe Clerk asked for works to be started to finalise the installation of the defibrillator. In light of delays, Cllrs gave agreement for this work to put out for quote but CO confirmed he would get an electrician to install to unit when ready. Trend Marine have been contacted regarding glass or Perspex for the phone box; Councillors confirmed they wished to have quotes for both.  | CP |
| 13 Environment None.  |  |
| 14 Tunstead Village Hall & Recreation Ground ReportWMA reported that Yard Sales on 12/05/2019 made £229. The Committee had elected a new Chairman, Nick Everett. The next event was the fete and dog show on 9th June. CR is to continue as the Parish Council representative on the Village Hall Committee.  |  |
| 15 Any Other Business1. The white noticeboard has been repainted by Derek Kirk and needs new legs; TP is kindly donating 2 posts to secure the board at the end of the loke.
2. CR informed Councillors that new fixings were required for the SAM2 sign to allow it to moved once mounted on the posts to face either direction. Fixings were approx. £20 which Councillors agreed.
3. In light of Nigel Williams’ departure from the Council, CO will pick up work to approach Revd. Jump regarding Sco Ruston WW1 fallen soldiers to add to Tunstead War Memorial.
4. JC raised for the next meeting, that again HGV traffic had been seen using the Tunstead Road through Sco Ruston.
 | TPCRCO |

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| The next meeting of the Parish Council will be on **16th July** at 7.30pm at the portacabin.  |

Agreed and Signed on behalf of Tunstead Parish Council:

Chair

Date: