**Tunstead Parish Council**

**Minutes from 17th September 2019 at 7.30pm**

Present: Chris Oakes CO Chair

Wendy Atkins WMA Vice Chair

Caroline Purdy CP Clerk

Clive Rich CR Councillor

Jason Coward JC Councillor

2 Members of the Public

Apologies: Tim Place TP Councillor

Neil Coston NC Councillor

Revd. Tim Gosden RTG Councillor

Nigel Dixon ND District Councillor

PC Tom Gibbs TG Norfolk Constabulary

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| **Item** | **Action** |
| 1 Apologies  As above. |  |
| 2 Public Participation   * Proposed Reservoir – the current application with NNDC was discussed. Members of the public had calculated closer to 2000 journeys for waste transporting, measured Culley’s Pit Lane and documented that no planning Notices were displayed amongst other issues which the clerk will summarise and prepare the parish’s objection response.   Police Report – the clerk read extracts from PC Gibbs’ report on activities:   * Joint police working at Cromer during the summer to monitor traveller movements. * Increased presence at holiday camps and camping sites. * Drunk and disorderly incidents on the Broads reported. * Speed monitoring continues. * Next SNAP meeting at Stalham Poppy Centre on 23/10/19 at 7.30pm. * Current priorities – speeding in Stalham, continued presence at holiday parks, camp sites and Broads. * 4 calls regarding Tunstead recently but all in all, nothing for residents to be concerned over.   Nigel Dixon’s Report – in ND’s absence, the chairman summarised a correction to the minutes, the request to read CPRE’s Quiet Lane’s information (previously circulated), Highways matters and the digestate lagoon. The Small Villages Development was discussed and councillors identified an area where in-fill housing could be developed; clerk to liaise with ND and put this forward. | CP  ND |
| 3 Declarations of Interest  CR and WMA noted interest in the village hall item 10c. |  |
| 4 Minutes  After amendment, the minutes of the meeting from 16th July 2019 were duly signed. |  |

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| 5 Matters Arising   * CP confirmed successful bid to get an extra clean of the roadside grips. * CP confirmed she had decided not to involve ND with outstanding highways matters. * The “Unsuitable for Motor Vehicles” sign missing from Wateringpit Lane had been reported and acknowledged. * Potholes along Tunstead Road through Sco Ruston had been reported.   Parish Partnership Scheme Applications  During the last meeting, councillors put forward 2 ideas – flashing 20mph sign outside the school and a bus shelter along the B1150; the decision was made to follow up and apply for PPS funding for a bus shelter. | CP |
| 6 Co-Option of New Councillors   * The clerk confirmed receipt of Revd Tim Gosden’s completed co-option paperwork; his co-option was approved. * As circulated, the councillors were aware of and agreed that the owners of Copperfield would be eligible from August 2020 onwards. |  |
| 7 Received Correspondence   * Norfolk County Council have publicised a new way of reporting maintenance, problems and defects for roads, pavements, trails etc. Anyone can do this to negate the Parish Council’s involvement – report online via [www.norfolk.gov.uk/farmingandthehighway](http://www.norfolk.gov.uk/farmingandthehighway) * The clerk confirmed the decision to approve £35 toward the cost of preparing the Perspex windows via Trend Marine. |  |
| 8 Clerk’s Financial Report and Payments Pending  The following payments were approved.     |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | 17/09/2019 |  | CGM | Grass cutting |  | 122.40 | |  |  | NNDC | Planning Application | | 693.00 | |  |  | C. Purdy | Salary (Sept&Oct) |  | 309.00 | |  |  |  |  |  |  | |  |
| 9 Highways   1. JC had attempted to get a response from contractors regarding the street clean; he will follow up. 2. Quiet Lanes – both ND and JC requested councillors read the CPRE guidance which was circulated earlier. JC had conducted a small survey of residents in Sco Ruston; clerk to scan into system and store. 3. The clerk confirmed the previous matter of encroaching vegetation along the paths of Market Street had been accepted by Highways and was pencilled into their works schedule.   In addition:   * JC confirmed the potholes had been filled in through Sco Ruston. * JC raised requests for the following to be pursued for Tunstead Road, Sco Ruston:  1. Mirror to be replaced along the B1150 at the junction with Tunstead Road. After discussion over ownership and permission it was agreed to leave this. 2. A reduction from 50mph to 40pm for a stretch of road past the junction with the B1150. (In conjunction with Quiet Lanes and additional signage). 3. Councillors wished to revisit the idea of a blue sign at the B1150 junction stating “No Access to Tunstead for HGVs”. | JC  CP  CP  CP |
| 10 Planning   1. PF/19/1451 was circulated and discussed. No objection. 2. NP/19/1463 was circulated and discussed during the public consultation. 3. Plans for the proposed new village hall were circulated. CR confirmed that the parish council were entitled to a 50% reduction in fees. The motion for Council to agree signing the planning application was agreed. The motion to approve payment via the parish council was agreed. CR reported that he had been in touch with NP Law to provide ad-hoc legal services but was still looking for financial advisors who can specialise in VAT. CO suggested Lovewell Blake and will discuss with them. Clerk requested copy of planning application/receipted documents for accounting purposes. | CO  CR |
| 11 Defibrillator and Phone Box Works  The clerk updated councillors on progress. It was noted that First Aid/Defib training must be re-offered now and that reporting must be commenced. CO to advise of prospective dates/locations for training. CR raised that he did not feel the box was secure enough. CO/JC and CR to look and advise accordingly. | CR |
| 12 Environmental Matters   1. JC and NC have organised a community litter pick for 17/11/19 at 10am. JC will contact NNDC and see if free bags can be provided, to copy in clerk in any correspondence. Hot drinks to be provided at the portacabin. 2. The CGM costings for trimming boundary trees, removal etc were given by the clerk. A comparison quote had been received. CO felt that the work could be done in-house and he and JC will look and advise in due course. | JC  CO  JC |
| 13 Report from the Village Hall Committee  CR queried the pit/soakaway/drainage system with CO and indicated that work would need to take place in due course in this regard. |  |
| 14 Any Other Business   * WMA reported on a further request to contact Orbit about the Market Close water course. The clerk confirmed that she continues to try to get the housing association to accept responsibility. Councillors suggested contacting the Environment Agency for further advice/assistance around Riparian Rights. * The chairman requested that newsletters are now dropped off at “Copperbeach” in Ashmanhaugh for circulation in their area after they failed to collect earlier copies to deliver. | CP  WMA |

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| The next meeting of the Parish Council will be on 19th November 2019 at 7.30pm at the portacabin. |

Agreed and Signed on behalf of Tunstead Parish Council:

Chair

Date: