**Tunstead Parish Council**

**Annual Parish Council Meeting Minutes from 21st January 2020 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

 Neil Coston NC

Apologies: Revd Tim Gosden TG

Public: Nigel Dixon ND Norfolk County Councillor

 PC Tom Gibbs TGib

 1 Member of Public

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| **Item** | **Action** |
| 1 Apologies Apologies were given on behalf of Tim Gosden.  |  |
| 2 Public Participation PC Gibbs opened and confirmed there had been 14 calls recently; including 6 abandoned calls, tag activations, public order offences and road-related incidents. Police continue patrols locally into the evenings in an attempt to reduce burglaries, which seemed to be working. The local SNAP priorities were speeding and at Hoveton on Stalham Road, school patrols and education and enforcement locally. The issue of car parking along Market Street was raised again. PC Gibbs reiterated that he will monitor the area and check that it isn’t causing an obstruction or blocking exits/entrances. It was reported at the meeting that cars had again been blocking the pavement opposite Wateringpit Lane and that there had been incidents of youths without lights on their bikes in the morning on their way to school. County Councillor’s Report* Cllr Dixon checked on the current status of the Network Rail issue at Church Lane; it was felt that the current light in place was excessively bright by Councillors and CO would follow this up with Network Rail. ND confirmed that Norfolk County Council would raise Council Tax by 3.99% (2% Adult Social Care, 1.99% inflation increase for other services). NNDC would be increased by 4.95%.
* ND also confirmed that the Police & Crime Commissioner was seeking an increase also, which he felt was a shift to the local government tax burden.
* ND reported on the boundary review; the number of county councillors would remain the same at 84, but changes to boundaries is to be expected, likely to come into effect in May 2021.
* ND reported that NNDC are restructuring the administrative top tier of the Council and looking to replace the current 2 Directors with 1.
* ND confirmed he had asked the lead from NNDC on Community Led Housing to contact the clerk with a view to meeting.
* In light of Jon Winnett’s departure a new Highways Engineer for the region was due to be appointed, to be confirmed in due course.

PublicThe proprietor of the Horse & Groom requested support for her application for funding to hold a ‘corner shop facility’. This would mean that there would be a small number of store-cupboard staples available for sale in the pub. Essentials would include items such a milk, bread, butter, etc for sale either in the fireplace area or on shelving within the main area. Funding would come through “Pub Is the Hub” and a letter of support is required. The was supported by the Council and a letter would be sent accordingly. The status of “Copperfields” on Wateringpit Lane was briefly discussed following the sale last year.  | COCP |
| 3 Declarations of InterestNone. |  |
| 4 Minutes of the Last MeetingThese had been circulated and were agreed and signed.  |  |
| 5 Matters Arising* The Clerk confirmed the matter of missing signage from Church Lane had been reported and accepted by NCC but could take several weeks to install.
* The Clerk reported that a letter regarding fly tipping had been sent to all Laurel Barns Management but no response had been received.
* Despite Highways Rangers visit, it was felt that vegetation along Market Street had not been cut back far enough.
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| 6 Received Correspondence* As mentioned by Cllr Dixon, the Clerk had been copied into correspondence between Hoveton PC and the Community-Led Housing contact, Anna Clarke, confirming she will be in touch again in due course.
* The Clerk reported that the Police & Crime Commissioner is consulting on his annual budget and inviting comment/proposals.
* As discussed with PC Gibbs, the Clerk raised the issue of parked cars on Market Street following contact from a regular road user.
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| 7 Defibrillator/Phone Box Works1. Glazing Kits still required the purchase of additional ‘frames’ for all panels within the doors. The further cost of this would be £677.00 inc. VAT plus fitting. After discussion it was felt that this was now too costly and the frames already sent as part of the order should be returned. It was agreed glazing was to be left out for the time being.
2. The Clerk reported on the need to monitor and record activity/use of the defib; with is via WebNos 2 which is the reporting tool we must use. CR volunteered to do this and the next check was due on 16/02/2020. CR given password/logon details.
 | CPCR |
| 8 Clerk’s Financial Report & BudgetPending payments for the following were approved: Clerk £318.00 |  |
| 9 Highway Matters1. Culley’s Pit Road flooding, obtain photos from parishioners and follow up report to Highways to be made.
2. Discussions over the possible Parish Partnership Scheme submission for 2020/21 were ongoing between a bus shelter and flashing 20mph sign outside the school; CO explained this would be advisory and only in operation at certain times. It was agreed we would monitor SAM2 sign data for a period of 6 months in the northerly direction to ascertain speeds/facts ahead of application. JC to recheck document with bus shelter dimensions and see if this is possible in current location. Clerk to resend details.
3. The permissive path is very uneven and requires flattening. Clerk to write to James Paterson to see if he would help with this work.

TP suggested a letter be sent to landowners of hedges along Crowgate Street and Market Street to request they be cut back.  | CPCRCPCPCP |
| 10 Planning1. PF/19/2232 – all Councillors were in support of the proposed plans.
2. CL/19/2167 – none of the Councillors could provide additional details or information in support of the Certificate of Lawfulness.
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| 11 Environment CR reported on the overgrown trees/shrubs around the pond on the playing field and its boundaries. TP suggested cutting it back without further digging in the pond so as not to disrupt wildlife, but to remove saplings and cut back brambles. It was agreed a working party in drier weather should be organised.  | CR |
| 12 PC Champions1. JC was assigned as Champion for the Quiet Lanes initiative. Introductions via the Clerk were to be made to Hoveton, Ashmanhaugh, Scottow, Sloley, Coltishall and Dilham parish councils.
2. CR was assigned as Champion of the maintenance for the playing field.
3. CR was assigned as Champion of the monitoring of the defibrillator.
 | CP |
| 13 Tunstead Village Hall & Recreation Ground ReportCR updated Councillors on the planning application which was being dealt with and due to be decided on 29/01/2020. Further recommendations and enquiries included Highways request that the first 5m of loke be tarmacked which was impossible as this was not owned by TPC. Environmental Protection had numerous queries which had been addressed between CR and the Architect, Simon Pegg. TP queried the current estimated cost of completion of the village hall which CR confirmed in the region of £150,000.00. VE Day 75th Anniversary – discussions took place around local events and our own which will incorporate the Fete and Dog Show and now take place on 8th May. Chris will be organising the 1940s cricket match with Ashmanhaugh and events could move to the Horse & Groom post 5pm on the day. Yard Sales are also due to take place that weekend on Sunday 10th May. Clerk to invite school to participate.  | CP |
| 14 Any Other BusinessCR reported the SAM2 sign results; the average speed through village is 32mph, with most drivers under 40mph. Top speed recorded was 75mph and an average of 1,100 cars travel through on a daily basis.  |  |

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| The meeting closed at 9.30pm. The next meeting of the Parish Council will be on Tuesday, 17th March 2020 at 7.30pm at the Portakabin©.  |

Agreed and Signed on behalf of Tunstead Parish Council:

Chair

Date: