

Minutes of the Meeting of Tunstead and Sco-Ruston Parish Council held at Tunstead Village Hall on Tuesday 18th May 2021 at 7:30pm.

Present: Chris Oakes, Chairman
Jason Coward
Tim Place
Clive Rich
Brenda Jones
Gilly Foulds
Julie Rackham
Rob Hetherington
Jimmy Miller, Clerk

Also present: Nigel Dixon, NNDC and NCC and one member of the public.

1 Election of Chairman and Vice-chairman

Cllr Place proposed Cllr Oakes as chairman; seconded by Cllr Coward. Unanimous decision in favour of the motion.

Cllr Oakes proposed Cllr Place as vice-chairman; seconded by Cllr Foulds. Unanimous decision in favour of the motion.

2 Public forum – 30 minutes public participation to include Police, County and District Councillor

One member of the public was concerned about PF/21/1163. He said that he was happy for one dwelling on the plan but no more and didn't want it to become holiday homes. He said there was poor road access and possible flooding.

Nigel Dixon said that any concerns regarding planning could be addressed by mitigation measures.

Nigel Dixon spoke about the Norfolk Strategic Flood Alliance and its co-ordinated approach to flooding in the County. The Alliance is looking at the emergency response to future flooding but also at how to prevent flooding in the longer term. It will be setting up a flooding hotline which will be operating 24/7. It is looking to access more funding to prevent flooding and listing the hotspots in the County.

Nigel said that he had direct access to officers at County Hall as well as the cabinet member for flooding issues.

3 To receive and approve apologies for absence

Cllr Coston sent his apologies.

4 Declarations of interest for items and applications for dispensations

Cllr Place declared that he had an interest in 7a(iii).

5 To approve the minutes of the meeting held on Tuesday 16th March 2021

Cllr Foulds proposed accepting the minutes; seconded by Cllr Place. Unanimous decision in favour.

6 To receive and note the Clerk's report

It was agreed to set a date in June to approve the AGAR forms: 15th June 2021.

7 Planning

a) Applications received

(i) PF/21/1163

White Dove Barn Church Lane Tunstead Norwich Norfolk NR12 8HU

Conversion of barn and agricultural buildings to single dwelling with annexe accommodation; associated external alterations; erection of detached garage

Cllr Rackham said that she wanted to make sure that the property stayed as a single property which couldn't be split without a further planning application. Cllr Coward recommended that it shouldn't be used for commercial purposes and he also wanted a bat survey to be carried out.

Cllr Hetherington said that TPC should be saying no to the application since it didn't fit in with planning criteria. It was not in a development area.

Cllr Rackham proposed supporting the application subject to the property staying as one residential dwelling and everything within the property being for ancillary usage only and that there could be no commercial usage; seconded by Cllr Coward. The motion was carried 7-1 with Cllr Hetherington voting against due to the application not fitting in with planning criteria.

(ii) PF/21/1171

Manor Farm Sco Ruston Road Tunstead Norwich Norfolk NR12 8ET

Change of use of former piggery building and associated external alterations to form two 4 bed dwellings

Cllr Hetherington said that TPC should be saying no to the application since it didn't fit in with planning criteria. It was not in a development area.

Cllr Foulds proposed supporting the application; seconded by Cllr Coward. The motion was carried 7-1 with Cllr Hetherington voting against due to the application not fitting in with planning criteria.

(iii) PF/20/0101

Land At Church Farm Church Road Tunstead

Construction of 150,000m³ clay-lined reservoir for the purposes of collecting rainwater from existing polytunnels, with associated drainage network and up to 9 water collection pits, and associated infrastructure

Cllr Place briefly informed the meeting that this was a scheme to store winter water for summer irrigation and that it was now being re-submitted using the correct forms.

Cllr Place left the meeting.

Cllr Coward proposed supporting the application; seconded by Cllr Rackham. Unanimous decision in favour.

Cllr Place returned to the meeting.

(b) Applications received since 13th May 2021

None.

(c) Planning decisions

None.

(d) Planning Decisions received since 13th May 2021

None.

Items 13,14 and 15 were brought forward to allow Nigel Dixon to leave early.

13 Highways, 14 Flooding within the Parish, and 15 To support a culvert from Fairfield, Market Street across to the main drainage ditch opposite.

Cllr Foulds spoke at length about flooding in the Parish and what is being done about it.

She said that Fairfields were getting their drainage sorted out and down Watering Pit Lane ditches were to be cleaned out.

She said that there were still pipes in the Parish where it was unclear where they were going.

She said that the best route from Fairfields would be across the road though Highways have said that they will not fund this.

TPC are in favour of a culvert from Fairfield, Market Street across to the main drainage ditch opposite.

Highways are happy to put a pipe from St Kew's across to the ditch.

Anglian Water might be willing to fund some drainage schemes in Tunstead to prevent surface water entering the foul water system.

The road has been re-surfaced under the railway bridge and they have left piles of mud either side of the road which will block the gulleys the next time it rains.

Highways have cleared no gulleys or surface pipes and lots of gulleys are full up.

Cllr Rackham said that she may have a pecuniary interest regarding how the work at Fairfields will be carried out. The Clerk made a note of this.

The Clerk will contact Highways to request that grips, gulleys, pipes etc which they are responsible for are cleaned out.

The Clerk will contact Flood Management at NCC to get information for Honor.

8 Correspondence – To consider and respond to the following correspondence:

Correspondence list to be issued

The Clerk spoke about various schemes where trees could be obtained.

9 Finance

- a) To note Bank Reconciliation (if statements arrive)
- b) To note Accounts
- c) To approve items for payment:

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|-----------|--------------------------------|---------|
| J. Miller | Salary for April/May 2021 | £359.68 |
| J. Miller | Mileage* | £14.40 |
| J. Miller | Home office for April/May 2021 | £20.00 |
| J. Miller | Mobile phone | £33.69 |
| CGM | Grass cutting | £183.60 |

* One thirty two mile round trip for meeting at 45p per mile (May)

The Clerk had received no bank statement so there were no accounts and no bank reconciliation. He said that they would be done soon for the AGAR which would be dealt with in June. Cllr Place said that he would contact the bank and get the address changed.

Cllr Foulds proposed that the payments be approved; seconded by Cllr Place. Unanimous decision in favour of the motion.

- d) To approve payment of invoices received since 13th May 2021
None.

- e) To consider making donation to Wroxham Hoveton Bellaugh Community Care
Cllr Place felt that TPC should be careful with how it spends parishioners' money and was keen to keep the precept down. He proposed to not send a donation; seconded by Cllr Hetherington. Unanimous decision in favour of the motion.

- f) Budget for current financial year

The budget for the current year was done previous to the new Clerk. It was looked at and some items will likely not occur during the year. The Clerk has made some adjustments to the budget but it is likely that there will still be a deficit this financial year.

10 To appoint David Balls as internal auditor for accounts year ending March 2021

Cllr Coward proposed appointing David Balls as internal auditor; seconded by Cllr Oakes. Unanimous decision in favour.

11 Health & safety policy

Cllr Place proposed adopting the health and safety policy which had been circulated prior to the meeting; seconded by Cllr Rich. Unanimous decision in favour.

There was some discussion regarding accident recording forms and how these could be used.

Cllr Jones was given the role of health & safety officer for the PC.

12 Documentation

Clerk said that the main policies were now in place and that he would send out other policies within the next few months.

Meeting closed at 9:35pm.

Date of next Parish Council meeting: 20th July 2021