

**Minutes of the Meeting of Tunstead and Sco-Ruston Parish Council held at Tunstead Village Hall on Tuesday 21<sup>st</sup> September 2021 at 7:30pm.**

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

**Also present:** Nigel Dixon, NNDC and NCC and two members of the public.

**1 Public forum** – 30 minutes public participation to include Police, County and District Councillor  
Nothing was discussed.

**2 To receive and approve apologies for absence**  
Cllrs Place and Coston sent their apologies.

**3 Declarations of interest for items and applications for dispensations**  
None

**4 To approve the minutes of the meetings held on Tuesday 20th July 2021**  
Cllr Hetherington proposed approving the minutes; seconded by Cllr Coward. Unanimous vote in favour.

**5 To receive and note the Clerk's report**  
Two volunteers had come forward to help with Speedwatch.

**6 Planning**

**a) Applications received**

**(i) PF/21/2393**

9 Forge Estate Tunstead Norfolk NR12 8ES  
Two storey side extension to house

Cllr Rackham proposed supporting the application; seconded by Cllr Foulds. Unanimous vote in favour.

**(ii) PF/21/2066**

Crossing Cottage Church Lane Tunstead Norfolk NR12 8HU  
Construction of two storey rear extension

Ratification of TPC's decision not to support this application.

Cllr Rackham stated that the application did not comply with EN4 and proposed objecting to the application; seconded by Cllr Hetherington. Unanimous decision in favour of the motion.

Clerk would convey this decision to the applicants.

**(b) Applications received since 16<sup>th</sup> September 2021**

None.

**(c) Planning decisions**

None.

**(d) Planning Decisions received since 16<sup>th</sup> September 2021**

None.

**15 B1150 and North Walsham West development**

Cllr Coward said that another near miss had occurred at the Sco-Ruston junction on the B1150.

Currently, the B1150 is dangerous at Sco-Ruston and the North Walsham West development will only make matters worse. There is a poor visibility splay at co-Ruston and it may be best if the junction becomes a no-exit onto the B1150.

It was agreed that the Clerk would contact Highways to request a traffic survey for Sco-Ruston.

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

# Correspondence list was issued

The Clerk was contacted regarding the state of grass on the playing field. CGM appear to not be doing a good job in maintaining the playing field.

The Clerk said that he would contact them the next day to make TPC's views clear and to get the grass cut before the next football match at the weekend.

**9 Finance**

- a) To note Bank Reconciliation (if statements arrive)
- b) To note Accounts

A bank reconciliation and accounts were circulated to all councillors prior to the meeting.

- c) To approve items for payment:

J. Miller	Salary for August/Sept 2021	£404.64
J. Miller	Mileage*	£14.40
J. Miller	Home office for August/Sept 2021	£20.00
J. Miller	SLCC membership	£80.00

\* One thirty two mile round trip for meeting at 45p per mile (September).

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

- d) To approve payment of invoices received since 16<sup>th</sup> September 2021
- None.

**9 Purchase of SAM2 sign batteries through the Parish Partnership**

Two batteries need to be purchased through the Parish Partnership. Each battery is £40 + VAT and

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half of the pre-VAT amount is recovered through the Parish Partnership.

Cllr Coward proposed purchasing two batteries through the Parish Partnership; seconded by Cllr Rich. Unanimous decision in favour.

### **10) TPC to pay for cutting of grass on playing field**

This was discussed earlier in the meeting.

### **11) Purchase of laptop for Clerk**

The Clerk said that he would look around for any suitable laptops and e-mail councillors with details before purchasing.

### **12) Budget for next financial year**

The Clerk said that he would send out a budget proposal and, in the next two months, there would be some back and forwards with e-mails before finalising the budget for next year in November.

Cllr Oakes said that the precept would likely need to be raised as TPC cannot continually spend more money than it raises. There is also likely to be increased expenditure with the village hall.

### **13) Village Hall**

Including contacting NCC regarding right of way issue regarding the Village Hall

Cllr Rich said that planning permission had still not been received and this was largely due to a right of way officer at NCC who appeared to be obstructive in his approach to the village hall. Cllr Rich had been intending to make a complaint to NCC but the individual is now leaving their role as right of way officer. The case officer for the village hall for planning is also leaving but she hopes to get the right of way issue resolved before she leaves. Consequently, Cllr Rich is still waiting for things to be sorted.

Cllr Coward proposed that should things not get sorted soon, that Cllr Rich can e-mail the Clerk to put a complaint in to NCC if required; seconded by Cllr Jones. Unanimous decision in favour of the motion.

Cllr Rich said that there was also an issue with the owner of the field adjacent to the village hall and playing field expressing concerns regarding how the development of a new village hall will affect their business. One of the issues is the outfall into their water course. They want to know why permission hasn't been sought to use their water course. Cllr Rich believes that there already exists an outfall.

### **14) Documentation**

Social Media policy  
Complaints procedure  
Grievance policy

Cllr Hetherington proposed adopting the above; seconded by Cllr Jones. Unanimous decision in favour.

### **16) Highways**

Cllr Oakes said that Highways were going through the Parish sorting the potholes out.

### **17) Flushing of gullies etc**

It was agreed to see how things go this winter and then see what to do next year.

**18) Flooding**

One landowner in the Parish has not been fulfilling his riparian responsibilities. The Clerk will e-mail Cllr Foulds to get more information so that he can contact NCC regarding getting these responsibilities adhered to.

**19) Encroachment onto Parish Council land**

The land is actually owned by the Combined Charities Trust. This will be on the agenda at the next TPC meeting.

**20) For TPC to hold monthly meetings excluding December**

Cllr Coward proposed holding monthly meetings excluding December; seconded by Cllr Rackham. Unanimous decision in favour.

Meeting closed at 9:22pm.

**Date of next Parish Council meeting: 19<sup>th</sup> October 2021**