

**Minutes of the Meeting of Tunstead and Sco-Ruston Parish Council held at Tunstead Village Hall on Tuesday 15<sup>th</sup> February 2022 at 7:30pm.**

**Present:** Chris Oakes, Chairman  
Jason Coward  
Rob Hetherington  
Clive Rich  
Neil Coston  
Jimmy Miller, Clerk

**Also present:** Five members of the public.

The meeting was delayed by approximately 20 minutes due to the Police being called to remove a member of the public from the meeting room.

**1 Public forum**

This was mainly taken up with the planning application which was voted on in agenda 8 of the meeting.

**2 Report from Nigel Dixon, NNDC**

Nigel sent a report to the Clerk. He said that the issue that wasn't on the agenda was the railway crossings. Nigel stated that his opinion was that the Coltishall Lane railway crossing should be kept open. Members of TPC agreed that the railway crossing should be kept open along with other railway crossings in the Parish. TPC also said that lighting and signage at crossings needed to be improved to make the crossings safer. Clerk will relay this view to the appropriate authorities.

**3 Report from Tom Gibbs, Norfolk Constabulary**

None.

**4 To receive and approve apologies for absence**

Apologies were received from Cllrs Foulds, Jones and Place and also from Nigel Dixon.

**5 Declarations of interest for items and applications for dispensations**

None

**6 Approve minutes of 18<sup>th</sup> January 2022**

Cllr Coward proposed approving the minutes; seconded by Cllr Hetherington. Unanimous decision in favour of the motion.

**7 To receive and note the Clerk's report**

There was a brief discussion on the level crossing at Church Lane. Last year, the Clerk had contacted the emergency services to advise them that it was now permanently locked and that their crews would need to be aware of that to prevent them getting stuck at the level crossing. Despite this, an ambulance got stuck at the level crossing and had to waste time getting out of Church Lane and another crew had to respond to their call. Cllr Coward said that he had contacted the relevant people in the ambulance service who will contact Terrafix, who deal with the GPS software, and this will be updated to avoid this happening again.

**8 Planning**

**(a) Applications received**

**(i) PF/21/3471**

Land To South East Of Wroxham Barns Tunstead Road Hoveton Norwich Norfolk NR12 8QU  
Change of use of land from agriculture to camping site with 25 no. serviced tent pitches and 5 no. 'Safari Tents' with verandas; marquee extension to existing toilet block to provide shower and toilet facilities.

Cllr Coward proposed supporting the application subject to Highways approval; seconded by Cllr Coston. Unanimous decision in favour of the motion.

**(b) Applications received since 10<sup>th</sup> February 2022**

None.

**(c) Planning decisions**

None.

**(d) Planning Decisions received since 10<sup>th</sup> February 2022**

None.

**9 Correspondence**

# Correspondence list was issued previous to the meeting.

No discussion took place here as items were included elsewhere on the agenda.

**10 Finance**

- a) To note Bank Reconciliations
- b) To note Accounts (if available)  
No bank reconciliations or accounts were available.

- c) To approve items for payment:

J. Miller	Salary for February 2022	£224.80
J. Miller	Home office for February 2022	£10.00
J. Miller	Mileage (meeting February 2022)	£14.40
J. Miller	Stamps	£20.12

Cllr Rich proposed paying the items above; seconded by Cllr Hetherington. Unanimous decision in favour.

- d) To approve payment of invoices received since 10<sup>th</sup> February 2022

None.

- e) Signatories for bank

Cllrs Rich and Foulds have been added as signatories to the TPC bank accounts.

Cllr Coston proposed ratifying this; seconded by Cllr Oakes. Unanimous decision in favour.

Cllr Hetherington asked whether the address for the TPC bank account had now been changed. Clerk said that he would contact Cllr Place to check.

**11 Tunstead to Hoveton permissive footpath**

This had already been discussed earlier in the meeting.

**12 Village hall**

Cllr Rich informed the meeting that planning application PF/20/1930 had now been approved by NNDC (on 7th February) and that the next step would be to upgrade the drawings for the new village hall and then employ a construction manager. The village hall is looking to move towards CIO

(Charitable Incorporated Organisation) status which would involve a transfer of assets as currently the village hall is held in trust by TPC.

Cllr Rich and the village hall committee were congratulated for their achievement in finally getting permission for a new hall.

### **13 Jubilee celebrations**

Cllr Rich, as PC rep on the Tunstead Village Hall (TVH) committee, said that the TVH committee were prepared to move their fete from the second weekend in June to the first weekend. They are prepared to organise the fete and the dog show between 11am and 3pm as usual but would be unable to offer anything further due to lack of people.

Cllr Rich suggested TPC paying for jubilee mugs to be given to children in the Parish. The Clerk will put this on the agenda of the next TPC meeting.

Cllr Coward proposed setting up a working group to organise the jubilee event; Cllr Rich seconded. Unanimous decision in favour of setting up a working group.

Cllr Rich informed the meeting that the next TVH meeting was on 8th March 2022.

### **14 To not hold TPC meeting in August**

It was decided to keep things as they are with a TPC meeting in August.

### **15 Vacancy on Parish Council**

The Clerk informed the meeting that, so far, there had been no applicants for the position. TPC will continue to advertise the vacancy.

### **16 Grant applications**

Nothing was discussed on this item.

### **17 Update from flood & drainage committee**

Cllr Foulds sent in a report. It mentioned that Highways had been busy.

Flood committee report:

*The Highways have been very busy cleaning out ditches and grits. More work is necessary along Church Lane as the ditches were back filled in places when new electric cable went through. They have made attempts to clear ditches and grits along dual carriageway but if we have large rainfall again as in 2020 the road will be impassable without the introduction of a ditch to the south of the road.*

*Vicarage road needs some attention between the two right angle bends, there is a small ditch which need clearing by highways, but the introduction of a small ditch in the field to the east would be a great help, just a plough furrow may help.*

Clerk has contacted Highways regarding a number of problems and for all the problems he finished off with *This is a recurring problem which needs a permanent solution.*

Cllr Hethrington proposed that TPC contact Nigel Dixon and say that TPC would like to use his funding for jetting out the gutters and gullies and the pipes and outfalls into the ditches, to find out where the outfall is blocked at Watering Pit Lane; seconded by Cllr Coward. Unanimous decision in favour.

**18 B1150 and highways**

Nothing was discussed here.

**19 NNDC Local Plan**

Clerk will contact NNDC to say that TPC are concerned about how the Plan will impact on flooding and highways in Tunstead Parish.

**20 North Walsham West development**

There has not been any further correspondence on this.

**21 Grass cutting**

It was agreed that Cllr Rich would draw up the specifications for grass cutting which could then be sent out for tender.

**22 Agenda items for meeting in March 2022**

Defibrillator

Policy and procedure for recruiting a parish clerk

**23 To exclude the public**

Under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for item 17 of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 1 of Part I of Schedule 12(A) of the said Act, i.e., information relating to any individual.

Cllr Coward proposed to exclude the public from the remainder of the meeting; seconded by Cllr Rich.  
Unanimous decision in favour of the motion.

**24 Employment review**

The meeting closed at 9:24pm.

**Date of next Parish Council meeting: 15<sup>th</sup> March 2022**