

**Minutes of the Annual Meeting of Tunstead and Sco-Ruston Parish Council held at Tunstead
Village Hall on Tuesday 17th May 2022 at 7:30pm.**

Present: Chris Oakes, Chairman
Neil Coston
Rob Hetherington
Tim Place
Clive Rich
Jimmy Miller, Clerk

Also present: Nigel Dixon, Tom Gibbs

1 Election of chairman and vice-chairman

Cllr Hetherington proposed Cllr Oakes as chairman of TPC; seconded by Cllr Place. Unanimous decision in favour.

Cllr Oakes proposed Cllr Hetherington as vice-chairman; seconded by Cllr Rich. Unanimous decision in favour.

Cllr Oakes thanked Cllr Place for being vice-chairman during the previous year.

2 Public forum

None.

3 Report from Nigel Dixon, NNDC

Nigel mentioned a new hardship fund that was being introduced by NCC. He mentioned the potential planning issues regarding 9(e). He also mentioned that Anglian Water were looking at emergency discharges of storm water and sewage into the river system and that NNDC are querying this with Anglian Water.

4 Report from Tom Gibbs, Norfolk Constabulary

Tom said that his main focus at present is making sure people are aware of fraud risks. He also mentioned quarterly meetings where parish councils can attend and help the police shape their policing in the area.

5 To receive and approve apologies for absence

Apologies were received from Cllrs Coward, Jones and Foulds.

6 Declarations of interest for items and applications for dispensations

None.

7 Approve minutes of 19th April 2022

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

8 To receive and note the Clerk's report

Clerk said that he had done a VAT return.

9 Planning

(a) Applications received

i) PF/22/1023

The Bungalow, Crowgate Street, Tunstead, Norwich, Norfolk, NR12 8RH
Detached garage (amendment to siting previously approved)

Cllr Place proposed that TPC support the application; seconded by Cllr Hetherington. Unanimous decision in favour.

(ii) PF/22/1116

Chawton, Market Street, Tunstead, Norwich, Norfolk, NR12 8RB
Demolition of flat roof garage, side extension and conservatory; single storey rear extension to dwelling; replacement roof with higher ridge level and altered shape with 3 dormers to front and dormer and rooflights to rear to provide accommodation within roof space; 2 storey glass porch to front elevation; changes to external materials; detached single garage to rear

Cllr Hetherington proposed that TPC support this application; seconded by Cllr Rich. Majority decision in favour of the motion with one abstention.

(iii) PF/22/1148

1 Groomesmere Court, Market Street, Tunstead, Norwich, Norfolk, NR12 8EZ
Single storey side & rear extension to dwelling

Cllr Hetherington proposed that TPC support the application; seconded by Cllr Oakes.

Cllr Place proposed that TPC not object to the application; seconded by Cllr Coston.

Cllr Rich was against both motions which meant that Cllr Oakes was required to use his casting vote as chairman. He voted to support the motion to not object.

(iv) PF/22/1184

1 Laurel Farm Barns, Market Street, Tunstead, Norwich, Norfolk, NR12 8QY
Additional first floor window in front elevation and roof light to rear elevation of dwelling

Cllr Rich proposed that TPC support the application; seconded by Cllr Place. Unanimous decision in favour.

(b) Applications received since 12th May 2022

None.

(c) Planning decisions

None.

(d) Planning Decisions received since 12th May 2022

None.

(e) Issues regarding construction of substantial sheds in the Parish

Cllr Oakes would send details to the Clerk regarding this and the Clerk would then contact NNDC and ask them to look into this.

10 Correspondence

The Clerk said that the Parish Partnership bid for funding towards the SAM2 batteries had been successful.

11 Finance

- a) To note Bank Reconciliations
- b) To note Accounts (if available)
Bank reconciliations and accounts to 31st March 2022 were noted.

- c) To approve items for payment:

J. Miller	Salary for May 2022	£203.68
J. Miller	Home office for May 2022	£10.00
J. Miller	Mileage (meeting May 2022)	£14.40
J. Miller	Two sharpie pens	£2.99
CGM	Grass cutting	£122.40
URM	Recycling	£12.96
Hotline	Jubilee mugs	£457.49

Cllr Hetherington proposed approving the items for payment; seconded by Cllr Coston.
Majority decision in favour of the motion with Cllr Place voting against.

- d) To approve payment of invoices received since 12th May 2022
None.

12 Tunstead Queen's Jubilee Celebrations & Fete

Including distribution of jubilee mugs and any additional insurance requirements

Cllr Rich expressed his concerns about distribution of the mugs. It was agreed that the Clerk would contact NNDC to ask for a spreadsheet of the electoral roll so that there is a list of all addresses in the Parish so that councillors can find out who lives in the Parish. The Clerk will also put something on the TPC website regarding the mugs and people can contact him.

The Clerk read out an update on the jubilee event from Cllr Coward. Cllr Place said that he had one portable toilet available; Cllr Rich said that the electric was now connected; Cllr Coston said that he had all the litter picking equipment.

13 Grass cutting – to vote on permitting two cuts of the recreation ground in the fortnight before Jubilee event

Cllr Rich proposed two cuts of the playing field before the jubilee event; seconded by Cllr Place.
Unanimous decision in favour. Clerk will contact CGM requesting two cuts.

14 Village hall

Cllr Rich said work was being undertaken on the design of the village hall and that this needed to be done by the end of May as building regs change in June. Once this has happened, construction must start within one year otherwise the new building regs will apply.

15 Agenda items for meeting in June 2022

Cllr Hetherington asked for the parish plan to be put on the next agenda.

Meeting closed at 9:07.

Date of next Parish Council meeting: 21st June 2022