

Minutes of the Meeting of Tunstead and Sco-Ruston Parish Council held at Tunstead Village Hall on Tuesday 18th October 2022 at 7:30pm.

Present: Chris Oakes, Chairman (arrived 7:32)
Rob Hetherington
Brenda Jones
Tim Place
Gilly Foulds
Jimmy Miller, Clerk

Also present: Claire Goldwater from NNDC plus one member of the public

Clerk announced that the meeting was being recorded. As Cllr Oakes was not at the meeting's start, Cllr Hetherington chaired the first part of the meeting.

1) Public forum

A parishioner who had been contacted regarding his fence being constructed near the playing field, explained his situation. It was agreed that Cllr Foulds and Cllr Rich would meet with the parishioner to look at the fence and discuss it further. The Clerk said that the issue would be on next month's agenda.

Cllr Hetherington handed the chair to Cllr Oakes.

2) Report from Nigel Dixon NNDC

None.

3) Report from Norfolk Constabulary

None.

4) Claire Goldwater, Community Connectors within Health and Communities at NNDC

Claire said that her main mission was to reduce isolation and loneliness within the community. She said she was able to signpost towards funding, groups, hubs and NNDC help and assistance. It was agreed that she would send the Clerk information which he would pass on to councillors.

5) To receive and approve apologies for absence

Apologies were received from Cllrs Rich, Coston and Coward.

6) Declarations of interest for items and applications for dispensations

None.

7) Approve minutes of 16th August 2022

Cllr Foulds asked that the name of the pub be changed from the White Horse to the Horse and Groom. As long as that was amended, Cllr Foulds proposed that TPC approve the minutes; seconded by Cllr Hetherington. There was a unanimous decision in favour of approving the minutes.

8) To receive and note the Clerk's report

Clerk said that Wroxham Barns had sent a remittance and that he'd thanked them for it. Norfolk Fire Service said they were happy to come to Tunstead to look at fire prevention during hot and dry weather.

Cllr Place said that, regarding the item on the Report about CGM and the chemicals they use, they would still need to register with Defra. The Clerk said that he would contact them again.

9) Planning

a) Applications received

(i) PF/22/1846

Greenways Mill Lane Tunstead Norwich Norfolk NR12 8HP

Two and single storey extensions to dwelling and replacement detached garage

Cllr Place proposed supporting the application; seconded by Cllr Hetherington. Unanimous decision in favour of the motion.

(ii) PF/22/2112

Manor Farm Sco Ruston Road Tunstead Norwich Norfolk NR12 8ET

Formation of surfaced vehicle access to Market Street to serve agricultural land

Cllr Hetherington proposed objecting to the application citing the previous rejection by NNDC and the reasons cited; Cllr Jones seconded this motion. Unanimous decision in favour of the motion.

(b) Applications received since 13th October 2022

None.

(c) Planning decisions

None.

(d) Planning Decisions received since 13th October 2022

None.

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

The Clerk was also asked to again report to NNDC the potentially unauthorised development near the railway.

10) Correspondence – To consider and respond to the following correspondence:

Correspondence list to be issued

The list was noted.

11) Finance

a) To note Bank Reconciliation

b) To note Accounts

Cllr Foulds proposed accepting the accounts and bank reconciliation; Cllr Place seconded. Unanimous decision in favour.

c) To approve items for payment:

J. Miller	Salary for September and October 2022	£407.36
J. Miller	Home office September and October 2022	£20.00
J. Miller	Mileage (meeting October 2022)	£14.40
J. Miller	Four 1 st class stamps	£3.80
J. Miller	Sixteen 1 st class stamps	£15.20
CGM	Grass cutting (248902)	£122.40
CGM	Grass cutting (250178)	£183.60
CGM	Grass cutting (250976)	£183.60

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

d) To approve payment of invoices received since 13th October 2022

None.

12) Online banking

Cllr Foulds said that TPC was now signed up for online banking.

13) Action plan

The Clerk had sent out an action plan template to all councillors and said that an action plan was an essential part of the Local Council Award Scheme plus it is used to work out the budget for the following year.

14) Next year's budget

The Clerk said that TPC have until 31st January 2023 to submit the demand for precept. He said that last year's budget can be seen on the accounts which are sent out every month. He would send out a proposed budget before the next meeting for discussion in the meeting.

15) Risk register

The Clerk had sent out a risk register template to all councillors and said that councillors would need to look at the assets and activities of TPC and identify risks to the operations of TPC and ways of mitigating and controlling the risk. Cllr Hetherington said that he would look at this but would like another councillor involved.

16) Speed limit on B1150

Cllr Rich sent a report on the B1150:

Cllr Rich had conveyed the following to the meeting: *Please suggest to the TPC they are welcome to use my report on the speed issue at the Tunstead Rd junction in anyway they see fit. I am sure that residents of Sco Ruston would welcome some follow up action with NCC highways. Please seek advice from the county councillor on how to proceed.*

The Clerk will send Nigel Dixon the report to see if he is able to help in any way.

17) Parish plan

Cllr Hetherington said that he would look at getting funding.

18) Recruitment of councillors

The Clerk said that elections are coming up in May 2023 and that TPC should be pro-active in recruiting people to the Council. The Clerk will put a news item on the TPC website asking people if they're interested in joining TPC to contact him and then TPC might be able to arrange a surgery to answer questions about being a councillor.

19) Flood & drainage committee

Nothing was said on this item.

20) Local Council Award Scheme (LCAS)

Nothing was said on this item.

21) Village hall

The Clerk read out a report from Cllr Rich:

The CDM specification for the new hall will be settled by the end of the week. The architect is working

with NNDC building control to finalise the spec. A conflict of interest has now occurred over elements of the village hall development plan. The Village Hall Committee are looking to replace the rotten container used to store village hall equipment. However, the arborists' report that was approved as part of the planning consent says that certain trees on the recreation ground have an RPA (root protection area) on them. This includes the trees that have grown up wild between the fence and the container. The TVH committee are looking to mitigate this situation, as health and safety of the public may be at stake.

22) Agenda items for meeting in November 2022

Ditch at the side of the playing field.

Combined charities trust – put as a rolling item

Warm hubs

The meeting closed at 9:00pm.

Date of next Parish Council meeting: 15th November 2022