

Minutes of the Meeting of Tunstead and Sco-Ruston Parish Council held at Tunstead Village Hall on Tuesday 15th November 2022 at 7:30pm.

Present: Chris Oakes, Chairman
Rob Hetherington
Jason Coward
Clive Rich
Tim Place
Jimmy Miller, Clerk

Also present: Nigel Dixon.

The Clerk announced that the meeting was being recorded.

1) Public forum

None.

Cllr Coward left

2) Report from Nigel Dixon NNDC

Nigel said that Serco took over contract in April 2020 and that there had been some issues regarding rubbish collection but that these were getting resolved.

Nigel spoke about Norfolk Fire & Rescue regarding fires in the hot weather. The Fire service will be at the Preston Rooms at Ashmanhaugh on the morning of 21st November to discuss problems with fire during the summer.

Nigel spoke about the Road Safety Community Fund; the Clerk will send in the bid for funding before 25th November and then Highways can come and investigate.

Nigel asked if there was any update on the "large sheds" which had been built near the railway. The Clerk said that Planning Enforcement had visited the site but that there was no one there so they would visit again.

3) Report from Norfolk Constabulary

None.

4) To receive and approve apologies for absence

Apologies were received from Cllrs Foulds, Jones and Coston.

5) Declarations of interest for items and applications for dispensations

None.

6) Approve minutes of 18th October 2022

Cllr Hetherington proposed that TPC approve the minutes; seconded by Cllr Oakes. There was a unanimous decision in favour of approving the minutes.

7) To receive and note the Clerk's report

This was noted.

8) Planning

a) Applications received

None

(b) Applications received since 10th November 2022

PF/22/2604

Glebe Cottage, Church Lane, Tunstead, Norwich, Norfolk, NR12 8HU

Proposed pitched roof to replace flat roof and render of external walls

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

(c) Planning decisions

None.

(d) Planning Decisions received since 10th November 2022

None.

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

Nothing was mentioned on this.

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

Correspondence list to be issued

The list was noted.

10) Finance

a) To note Bank Reconciliation

b) To note Accounts

Cllr Hetherington proposed accepting the accounts and bank reconciliation; Cllr Rich seconded. Unanimous decision in favour.

c) To approve items for payment:

J. Miller	Salary for November 2022	£203.68
J. Miller	Home office November 2022	£10.00
J. Miller	Mileage (meeting November 2022)	£14.40
Westcotec	SAM2 batteries	£175.50
CGM	Grass cutting	£61.20

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

d) To approve payment of invoices received since 10th November 2022

An invoice for £451.20 had arrived from Nick Hindle for repairs and maintenance of the war memorial. Cllr Rich proposed that this be paid; seconded by Cllr Hetherington. Unanimous decision in favour of the motion.

It was agreed to keep £2,000 in the current account.

11) 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.

12) Next year's budget

The Clerk had previously circulated a preliminary budget for the next financial year. Cllr Place proposed setting the precept at £7,745 and this was seconded by Cllr Rich. Unanimous vote in favour.

13) Risk register

Cllr Hetherington circulated a risk register. Cllr Place proposed accepting the risk register; Cllr Rich seconded this. Unanimous vote in favour of accepting the risk register.

14) Warm hubs

Cllr Hetherington informed the Council that a bid had been made by the Combined Charities Trust for warm hub funding and that this would be topped up using charity funding.

15) To complain to NNDC regarding level of service from Serco regarding bin collections and street cleaning

This topic was covered earlier in the meeting

16) Speed limit on B1150

Including Road Safety Community Fund proposal

It was agreed that Cllr Rich would send his proposal to Clerk and Clerk will send off to Highways.

17) Parish plan

Cllr Hetherington spoke to Locality and NNDC who have the final say on if you can put a plan in and check if process has been done properly. Funding ends at end of March 2023.

Cllr Hetherington will send out Great Ryburgh plan to show people what the plan could look like.

18) Grass cutting

Cllr Rich sent specification on grass cutting to Clerk.

Cllr Rich said that if TPC go to tender we could use the CGM specifications. Clerk will send the specifications to all councillors and will put this on the agenda for January 2023.

19) Fence at side of playing field

Cllr Rich asked TPC what their view was on the fence as he wasn't at the previous meeting.

Cllr Rich will meet with the parishioner and discuss the situation with him. Cllr Oakes said that one option would be to move the fence and another option would be for the parishioner to buy the land required and pay for all costs concerned.

20) Coltishall Lane - opp Fletcher Close – dog bin broken post

It was agreed that Cllr Oakes will put a new post in and will carry out a risk assessment beforehand.

21) Recruitment of councillors

The Clerk will send Cllr Rich the two cartoons which Norfolk ALC sent out which are aimed at encouraging more people to step forward to become councillors. Cllr Rich will display the posters in a prominent position.

22) Flood and drainage committee

Nothing was said on this item.

23) Combined Charities Trust

Cllr Hetherington informed TPC that two awards had been made to individuals.

24) Local Council Award Scheme (LCAS)

Nothing was said on this item.

25) Village hall

Cllr Rich said that they are waiting for NNDC to sign off the building regs.

26) Agenda items for meeting in January 2023

The meeting closed at 9:25pm.

Date of next Parish Council meeting: 17th January 2023