

Minutes of the Meeting of Tunstead and Sco-Ruston Parish Council held at Tunstead Village Hall on Tuesday 20th June 2023 at 7:30pm.

Present: Chris Oakes, Chairman
Rob Hetherington,
Neil Coston
Liz Powell (*co-opted at this meeting*)
Jimmy Miller, Clerk

Also present: Clive Rich plus Nigel Dixon.

1 Public Forum –15 minutes for comments from members of the public

Clive Rich thanked everyone for nominating him for Community Champion.

Clive Rich said that he hoped Nigel would say a few words regarding s106 for potential village hall financing.

Clive informed the meeting that that the fete and dog show was not as well attended as hoped (footfall was about 140). However, it raised £700. Duncan Baker was in attendance at the event.

Clive informed the meeting that the hole in field is the start of Tunstead's new village hall. The hole was dug by Cllr Oakes under the direction of the architect and inspected by NNDC's building control officer who certified that the village hall build has commenced and that planning consent cannot be revoked.

Clive said that on 22nd June he would be meeting with a solicitor regarding the legal status which should be chosen for TVH and would also be meeting the architect. Cllr Hetherington asked if TVH needs to become incorporated because they're already a charity.

Cllr Hetherington on behalf of a member of the public raised the issue of ditches not being cleared. He asked if TPC could put something on the TPC website and also to contact the specific individual to get their ditches cleared. The Clerk will put something on the website and will contact the landowner.

2 Report from Nigel Dixon, NNDC

Nigel mentioned the Sustainable Communities Fund plus s106.

He said that the Sustainable Communities Fund at NNDC is not huge (around £200,000 to dispose on an annual basis) and gives grants up to £15k. He said that information on the Fund could be found on the NNDC website.

He said that s106 is a legal agreement between land owners or developers regarding development and gives community benefit from development. However, s106 has to be based on a development within the area for money to be made available to that area. He said that Tunstead didn't have any significant development to generate s106 money for Tunstead.

Nigel said that the Woodyard signs on A149 currently direct traffic to the western access to the site but that this is an interim solution.

Nigel mentioned the lagoon on Hall Road to the east of Tunstead. He said that there is a problem with the number of lorries travelling to the lagoon plus the construction of a storage tank. He questioned whether the lagoon and storage tank had planning permission. The Clerk will report this to NNDC.

Nigel left the meeting.

3 Report from Norfolk Constabulary

None.

4 To receive and approve apologies for absence

Apologies were received from Cllrs Foulds and Place.

13 Co-option of councillors

This item was brought forward to allow Liz Powell to participate in as much of the meeting as possible if co-opted.

TPC had received an application from Liz Powell to be cop-opted onto TPC. Cllr Hetherington proposed that Liz be cop-opted; seconded by Cllr Coston. Unanimous decision in favour.

5 Declarations of interest for items and applications for dispensations

None.

6 Approve minutes of 16th May 2023

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

7 To receive and note the Clerk's report

Clerk's report was noted.

8 Planning

(a) Applications received

None.

(b) Applications received since 15th June 2023

PF/23/1186

2 Manor Farm Cottages, Market Street, Tunstead, Norwich, Norfolk, NR12 8AH

Formation of dropped kerb footway and verge crossing to front to provide vehicular access to Market Street with driveway to front of dwelling.

Cllr Oakes proposed supporting this application; Cllr Hetherington seconded. Unanimous decision in favour.

(c) Planning decisions

(i) PF/23/0331

Broom Cottage, Market Street, Tunstead, Norwich, Norfolk, NR12 8RB

Conversion of garage to study/utility room with first floor extension above

Approved by NNDC.

(ii) PF/23/0681

10 Fletcher Close, Tunstead, Norwich, Norfolk, NR12 8RA

Demolition of existing garage and west extension, and erection of new front porch, single storey rear/side(west) extension and single-storey side(east) extension. Extensions to be clad in off-white render. Existing timber panels on the front elevation to be rendered off-white to match. All windows and doors to be replaced with anthracite grey uPVC.

Approved by NNDC.

(d) Planning Decisions received since 15th June 2023

None

(e) Enforcement issues

Nothing was discussed.

9 Correspondence

The correspondence list was noted.

A letter was received by both TPC and TVH which was anonymous. It was agreed that TPC cannot and will not respond to anonymous correspondence.

16 Relationship between TPC and Tunstead Village Hall, and terms of reference

Cllr Hetherington said that the relationship between TPC and TVH is confusing until TVH know their permanent legal status. Cllr Hetherington is happy to draft some terms of reference. Everyone was happy for Cllr Hetherington to do that. Clive Rich said that this would be helpful.

Clive mentioned the encroachment which has occurred at the edge of the recreation ground and said that TVH will be writing to the individual concerned stating that they want the boundary restored to its previous position. He hoped that TPC would be a joint signatory to this.

Clive asked if it would be a good idea for a representative from PC to meet with solicitor when TVH meet them. Cllr Hetherington said he would be happy to attend.

10 To consider insurance schedule commencing July 2023

The BHIB insurance schedule was considered by TPC. TPC considered that the level of cover was appropriate for TPC. BHIB had offered a discount if a three year long-term undertaking was agreed.

Cllr Hetherington proposed that TPC enter the three year long-term undertaking; Cllr Powell seconded. Unanimous decision in favour.

11 Finance

- a) To note Bank Reconciliations
- b) To note Accounts

Cllr Hetherington proposed accepting the bank reconciliation and accounts as an accurate reflection of TPC's finances; Cllr Coston seconded. Unanimous decision in favour.

- c) To approve items for payment:

Payee	Item	Amount
J. Miller	Salary for June 2023	£223.20
J. Miller	Home office June 2023	£10.00
J. Miller	Mileage (meeting June 2023)	£14.40
CGM	Grass cutting (invoice: 254111)	£122.40
CGM	Grass cutting (invoice: 254464)	£122.40
BHIB	Insurance for July 2023 to July 2024	£456.37

Cllr Powell proposed approving the items for payment; seconded by Cllr Hetherington. Unanimous decision in favour.

- d) To approve payment of invoices received since 15th June 2023
None

12 Santander accounts

Including adding signatories.

Cllr Foulds and Cllr Oakes have indicated that they would be happy to be signatories.

14 Speeding in the Parish

The Clerk said that he'd advertised for Speedwatch volunteers on the TPC website and had zero response. Cllr Hetherington said that someone had approached him to say that three people were willing to get involved.

It was suggested that the data from the SAM2 sign be downloaded on a regular basis so that TPC can see what is happening regarding the speed of traffic in the Parish.

15 Highways

Including verge cutting in the Parish.

The Clerk contacted Highways regarding overgrown verges in the Parish and they replied that they could not find a problem.

17 Tunstead Combined Charities

The meeting was informed that the experiment with warm hubs is now completed. It was noted that it wasn't a particular success and that this was possibly due to people not wanting to be seen accepting charity.

18 Neighbourhood Planning

Cllr Hetherington said that he is waiting for a decision from the government regarding funding. He suggested that TPC be ready to put £2,000 into creating a neighbourhood plan.

19 Agenda items for meeting in July 2023

Nothing was discussed here.

Meeting closed at 9:15pm.

Date of next Parish Council meeting: 18th July 2023