

Minutes of the Meeting of Tunstead and Sco-Ruston Parish Council held at Tunstead Village Hall on Tuesday 21st November 2023 at 7:30pm.

Present: Chris Oakes, Chairman
Rob Hetherington,
Gilly Foulds
Tim Place
Jimmy Miller, Clerk

Also present: Nigel Dixon (left 20:27); four members of public

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

None.

2 Report from Nigel Dixon, NNDC

Nigel said that the North Walsham West development has implications with regard to the B1150 and the junction on to B1150. Nigel has asked Highways what will be done in Coltishall and Horsford to try and relieve traffic flow. As a consequence, they're going to do a traffic impact assessment. Planning Policy Manager, Mark Ashwell, suggested that if NCC do the traffic impact assessment (TIA) at Coltishall and Horsford, they could possibly do the same with regard to the junction where traffic from Sco Ruston joins the B1150. Nigel asked if TPC will support this Mark Ashwell to ask for TIA on the junction.

3 Report from Norfolk Constabulary

None.

4 To receive and approve apologies for absence

Apologies were received from Cllr Powell and Coston.

5 Declarations of interest for items and applications for dispensations

None.

6 Approve minutes of 17th October 2023

Cllr Foulds 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

(i) PF/23/2271

10 Laurel Farm Barns, Market Street, Tunstead, Norwich, Norfolk, NR12 8QY
Detached outbuilding (garden room) with surrounding decking in rear garden of dwelling

Cllr Place proposed supporting the application subject to not stopping drainage into the pond and that the development doesn't adversely affect the trees; seconded by Cllr Hetherington; unanimous decision in favour

(b) Applications received since 16th November 2023

None.

(c) Planning decisions

(d) Planning Decisions received since 16th November 2023

None

(e) Enforcement issues

Including the land by the railway near the crossing.

9 Correspondence

The correspondence list was noted.

10 Finance

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

Previous to the meeting, Cllr Place had verified the bank reconciliation and accounts. He signed and dated the bank reconciliation and accounts but declined to sign the bank statements which were also presented.

The accounts were discussed and year-to-date spending was compared to the budget for the year.

Cllr Foulds proposed that TPC accept the bank reconciliation and accounts; seconded by Cllr Hetherington. Unanimous decision in favour.

- c) To approve items for payment:

Payee	Item	Amount
J. Miller	Salary for November 2023	£299.00
J. Miller	Backdated pay rise	£120.00
J. Miller	Home office November 2023	£10.00
J. Miller	Mileage (meeting November 2023)	£14.40
NNDC	Election recharge (invoice 1093)	£50.62

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

- d) To approve payment of invoices received since 16th November 2023
- None

11 Parish Partnership funding

Cllr Hetherington said that TPC would fund half the cost of the signs minus the £500 that Nigel Dixon had said that he'd put towards the signs. Cllr Hetherington said that TPC had already previously agreed to pay half of the total costs of the signs with the intention that the Parish Partnership would fund the other half.

12 To adopt a biodiversity policy for TPC

Councillors considered the biodiversity policy and some changes were made to make it more suitable to Tunstead.

Cllr Hetherington proposed adopting the policy with the changes included; seconded by Cllr Foulds. Unanimous decision in favour of adopting the policy with the changes.

13 To adopt a biodiversity action plan for TPC

Councillors considered the biodiversity action plan and some changes were made to make it more suitable to Tunstead.

Cllr Foulds proposed adopting the action plan with the changes included; seconded by Cllr Hetherington. Unanimous decision in favour of adopting the action plan with the changes.

14 To review and update the publication scheme for TPC.

Councillors reviewed the publication scheme and were satisfied that it was suitable to adopt. Cllr Oakes proposed adopting the updated publication scheme; seconded by Cllr Hetherington. Unanimous decision in favour of adopting the updated publication scheme.

15 Proposed new village hall

Update on progress.

Councillors were informed that a quote had come in to build the village hall for £603,000.

16 Village hall asset register

To determine which assets are owned by the village hall and whether to donate items to the village hall.

Clerk will send TVH the TPC asset register and TPC will retain ownership

17 North Walsham West

The Clerk informed the meeting that Jason Coward had agreed to be the B1150 special interest group representative for Tunstead. Jason has said that he may need some support if on occasions he is unable to attend meetings.

18 Highways

Cllr Foulds said that she has reported issues to NCC.

19 Fence by playing field

According to Cllr Oakes, all properties backing on to the recreation ground appear to have taken land from the recreation ground.

Cllr Oakes said that the field was purchased in 1986 and, according to the deed of covenant, TPC should have put a fence along the boundary but that this never happened.

It was agreed to put this item on the agenda in January 2024.

20 Neighbourhood Plan

Cllr Hetherington informed everyone that £10,000 was now available from Locality to finance the neighbourhood plan and that TPC would need to spend some this funding during this financial year.

Cllr Hetherington proposed that the Clerk advertise that TPC is undertaking a NDP and advertises that TPC would like involvement from parishioners, that TPC engage CCP (Collective Community Planning) as consultants, and that all or some councillors meet with CCP to work out priorities for the neighbourhood plan. This was seconded by Cllr Oakes and voted for unanimously.

21 Flood committee report

Flooding was discussed during the public forum.

22 Combined Charities report

Nothing was mentioned here.

23 Village newsletter

It was noted that Cllr Oakes had a report which was to be sent for inclusion in the newsletter

24 Agenda items for meeting in January 2024

Meeting closed at 9:40pm.

Date of next Parish Council meeting: 16th January 2024