



TIVETSHALL PARISH COUNCIL
Minutes of Tivetshall Parish Council Meeting
held at The Village Hall Tivetshall
on Thursday 14th March 2024 at 7.00 pm

These are draft minutes and will be approved at the next meeting

Present: Councillors – Rob Alleguen-Porter (Chair), Julie Brown, Steve West and Carole Younge’s,
And Kris Temple

Also Present: County Councillor Catherine Rowett was in attendance along with District Councillor Clayton Hudson

No members of the public

1. Apologies for absence

Apologies from Cllr Read were received. All agreed to accept.

2. Declarations of interest on items on the agenda and consideration of requests for dispensations

Cllr Brown declared herself as Trustee of the Village Hall.

All agreed to accept

3. Minutes

3.1 Minutes of the Meeting Held on 14th march 2024

It was agreed by all to approve the minutes of the meeting held on 14th March 2024

Proposed Cllr Temple Seconded Cllr Younge’s All agreed to accept

The Chair signed as a true record of the meeting

3.2 Matters arising from the meet of the 14th March 2024 meeting (information only)

None.

4. Public Participation (including reports from District and County Councillors)

District Cllr Delme Thompson sent the attached report [Appendix 1](#)

County Cllr Catherine Rowett sent the attached report [Appendix 2](#)

District Councillor Clayton Hudson sent the attached report [Appendix 3](#)

5. Finance

5.1. To receive the balance of accounts and bank reconciliation [Appendix 4](#)

5.2 To note receipts since the last meeting

No Receipts

5.3 To note payments made since the last meeting

No Payments made

5.4 To note payments at this meeting

Alan Arber	Salary	£484.44
Alan Arber	Clerks Pension Feb	£178.06
Nick Sharp	Salary Feb	£45.19
HMRC	Tax and NI Feb	£134.20
Lloyds	monthly credit card Charge	£3.00
Safety First	Bleed Kits on Credit card	£155.88

Amazon

AED Signs on credit card

£22.99

Proposed Cllr Seconded Cllr

All agreed to accept

5.5 To note any payments after the agenda posted

None

5.6 To receive a report on the Parish Finances

The balance on the account at 1st April was £13,971.30

The Chair signed the bank statement as a true record of the balance of the account at 1st April 2024 was £13,971.30

The balance after payments made at this meeting is £12,953.29

The Clerk also commented that there is VAT to be reclaimed to date of £91.04

Proposed Cllr Alleguen-Porter Seconded Cllr Brown

5.7 To receive the final year end budget v expenditure report

The Clerk had produced this at the end of march and there had been no changes

5.8 To agree to the exemption certificate as we are under the £25,000 threshold and now meet the criteria

Proposed Cllr Younge's Seconded Cllr Brown

5.9 To receive and agree Section 1 of the AGAR Annual Governance Statements

The Clerk took the council through these one by one and explained what they meant and all agreed to the answers as required

Proposed Cllr Younge's Seconded Cllr Temple

5.10 To receive and agree section 2 of the AGAR Annual Accounting Statements

The Clerk again took the council through these one by one and explained what they meant and all agreed to the answers as required

Proposed Cllr Younge's Seconded Cllr Temple

5.11 To receive the year end bank reconciliation

The Clerk took the councillors through the year end bank statement and all councillors agreed it matched the year end bank statement that the chair duly signed as correct. [Appendix 5](#)

5.12 To agree 2 new bank signatories for the parish council account

The Clerk commented that we needed 2 more signatories for the parish bank account and asked for Volunteers to take on this role. Carole Youngs and Chris Temple agreed and The Clerk will produce the documentation for the next meeting for both councillors and other signatories to agree
The Clerk will remove Sandra l'anson from the council signatory's sheet.

6 Reports from The Clerk and Councillors

6.1 To receive The Clerk's report including the Handyman's report [Appendix 6](#)

The Clerk produced his report and all agreed to adopt this

6.2 To review and update Community Plan [Appendix 6A](#)

The Community Plan was updated with actions noted to be carried out

6.3 Receive update on requests to reduce speed limits on Station Road and around the School, Village Hall and Village Green

Nothing as yet has been received on our application for a new SAM 2 machine to be confirmed

6.4 To agree the nominations for the Village Hall from the Parish Council

No nominations received from the Parish Council

6.5 To Receive details of the 20-mph funding

Awaiting details on this.

6.6 To receive a report on the Gov.uk email scheme progress

We are very close to finalising this and it should be in place by end of April early May.

6.7 Update to flooding and pumped sewage

Nothing heard back from Anglian water but there had been some words from Katie Spillman that The Clerk read out to the meeting as detailed below

Parish Councils have the same powers I do in asking for the assistance of landowners to do this, and if you don't get an acceptable response within an allotted time, I am more than happy to write and/or visit them after. Under the Land Drainage act 1991, and The Highways Act 1980 it is an offence to allow water to flow onto a highway and therefore acceptable works need to be completed. This may well include the removal of vegetation, trees, shrubs, loose branches, litter etc, with the removal or digging out of the base layer of silt build up and clearance or unblocking of all attached culverts.

6.8 To discuss the adoption of a Biodiversity Policy and Check list of Actions **Appendix 7**

The Clerk has done a lot of work on this and produced the plan for the council to look at and agree actions in the May meeting.

6.9 To decide how we spend the £300 Clean It and Bloom grant
Ideas were requested and it will be discussed in May.

6.10 To discuss Ram Lane Speeding issues and signage

The Clerk checked this and the signage from the a140 is very clear and in keeping with what was needed but Ram Lane being 60 mph when the A140 is 50 mph it is not suitable to be at this speed limit. County Councillor Catherine Rowett is looking into this for us.

6.11 To receive the SAM 2 reports from Dudley **Appendix 8**

The Clerk produced these and they are very good at last and proving the SAM 2 machine is working well. The reports were for Jan, feb and march

7. Village Hall report –

No report

8. Governance

The Clerk has started work on the new NPTS standing orders and they should be completed by the may meeting to be adopted.

9. Planning

a. To hear any Planning applications received and any after agenda was posted

The Clerk commented that he had attended the planning meeting regarding the application we supported for Thistle barn and was ashamed to say this was refused despite many proposals to adopt by a verdict of 5-4 The Clerk felt the committee were railroaded by the planning officers and did not understand the decision

10. Planning Enforcement issues – These were noted by the council

11. Highways Spreadsheet – Spreadsheet was reviewed of outstanding issues and The Clerk had reported all items on the spreadsheet and the unfinished works were ongoing

a), Village sign repairs

The Chair commented that this had been dealt with earlier.

b). The Chair and Councillors did comment that the large A140 sign has still not been replaced.

12. Training –

Clerk recently attended the pride in bloom seminar which was very enjoyable as was the NPTS March seminar. The Clerk also requested the council support him again attending the SLCC annual conference in October as last year as he finds it invaluable to his role. His attendance will be funded by all his councils he works for. All agreed

13 Correspondence

The following correspondence was received and noted and had been sent to all Councillors in advance of the meeting.

New defib received and installed at The Old Ram

Both Defibs are now registered on the circuit instead of Webnos as it's a better system
 Bleed kits in both defibs
 Website updated
 Phone call with Anglian water regarding the works on the Street
 Phone call from a parishioner regarding a piece of metal causing noise outside the old ram. Clerk attended only to be advised it's a BT manhole and had already been reported.
 Gov.uk email will be completed in the coming weeks
 Jan, Feb and March SAM 2 reports received from Dudley Adshead
 New Standing orders being worked on
 DHCS photo sent as requested to show new Defib installed
 Email from parishioner complaining on many issues in both Norfolk and Suffolk to Catherine Rowett
 New 2024-2025 spreadsheets set up ready to work on
 2023-2024 year-end bank rec completed
 Salaries paid for March along with Clerk's pension
 HMRC paid for March
 PKF Littlejohn paperwork received
 PKF Littlejohn paperwork done so far so we can send to internal audit asap
 Email from Internal Auditor confirming our Internal audit is booked in
 Free picture of the King Charles III received
 Email from Adam Mayo to Anglian water asking why no reply had been received to the parish council and county councillor
 Email from the cockcrow with dates copy needed by but we are only allowed 250 words
 Email from Katie Spillman on the issues reported
 Clerk attended planning meeting on planning application 2023/3125 which he felt was a total shambles from the officers presenting the case.
 Greater Norwich Local plan adopted
 Email from Delme on CAF funding
 Email on dogs on the play field and the person is responsible has been identified and his dog defecated on the field. He did pick it up and through the mess over the hedge.

14. To receive any urgent items for information and to consider items for the next agenda

Year-end work to be completed
 Biodiversity and green initiatives
 Standing orders from NPTS
 Meeting with Katie Spillman
 New bank signatories

15. Date of Next Meeting

Next Parish Meetings Thursday 9th May Annual Meeting of the Parish 6.30-7pm followed by Annual Parish Meeting 7pm onwards, Tivetshall Village Hall

Meeting closed at 20.15 pm

**Cllr Delme Thompson:
Report for Tivetshall Parish Council, April 2024.**

Thanks to all who hosted and engaged with community activities over the Easter period. There were many special moments around our parishes.

Nominations for the South Norfolk Community Awards 2024 are open!

All shortlisted nominees will be invited along to the awards ceremony at Glen Lodge, and the winner in each category will receive £250 to give to their chosen community group or voluntary organisation.

- **Young Achiever Award** - A young person (aged 18 and under) who has made an exceptional contribution to their community.
- **Community Organisation of the Year** - A community organisation who has made a significant impact to the community.
- **Business in the Community Award** - A local business or commercial organisation that has gone above and beyond to support the local community.
- **Volunteer of the Year** - An individual who selflessly devotes their time and energy to the community.
- **Environmental Champion Award** - An individual, school or community organisation who has made an extra effort to have a positive impact on the environment.
- **Connecting Communities Award** - An individual, school or community organisation that has gone out of their way to encourage communities to come together and promote inclusivity.
- **Lifetime Achievement Award** - A person who has dedicated over 20 years of their life to the community, volunteering for the benefit of others and deserves special recognition for their efforts and commitment.
- **Town or Parish Councillor of the Year** - A Town or Parish Councillor within the South Norfolk District that has shown commitment and service to their community.
- **Healthy and Active Award** - An individual, school or community organisation that has gone above and beyond in facilitating healthy and active lifestyles.

Closing date for South Norfolk is 19th May. [South Norfolk Community Awards 2024 – Broadland and South Norfolk \(southnorfolkandbroadland.gov.uk\)](https://www.southnorfolkandbroadland.gov.uk)

GNLP

In the last month Norwich City Council, South Norfolk Council and Broadland District Council have all formally adopted the Greater Norwich Local Plan - produced jointly by the three councils reviewed by independent inspectors appointed by the secretary of state.

GNLP consists of three documents 'The Strategy', 'The Sites Plan' and 'The Monitoring Framework'. It sets out the vision, objectives, and spatial strategy for the area, and allocates sites for different types of development, such as housing and employment, to deliver planned growth to 2038. The Plan is now subject to a 6 week legal challenge period which ends on 7 May for South Norfolk Council

CAF Funding for pavement near village green.

As detailed in my email of 20 March, the key points SNC have flagged for consideration are:

- There would need to be full clarity on whether the stretch in question is owned by the Parish Council, or highways.
- The funding review panel could argue that this is something the parish's precept should be used for.
- While support from the County Councillor is much appreciated – given that County Councillors each have £10k annually to spend on Highways projects, the Panel may ask why the full cost is not being covered through that route.

If a case can be made that the precept is already fully allocated, and details shared on other project that Catherine is backing (hence the full 10K not being available here), then there *might* be a case for CAF support.

Electric Car Charging

Per the email from Kirsty Burns on 2 April, the grants scheme will launch in mid- May and an explanatory webinar will be held early that month. If you have not had further into on the webinar registration process by mid-April, please let me know and I will chase again.

Planning Application - Thistledown Farm

I felt this was a close decision where tilted balance could have been applied to approve the application. However, feedback from Highways is – rightly – given considerable weight in assessing these matters. Nonetheless, based on the evidence I'd read and heard at the DMC meeting, I was happy to vote in favour of the application, and disappointed to see it not go through.

Town and parish forum

Next meetings scheduled for **Wednesday 8th May 1pm – 2pm.**

Councillor report, April 2024, from Catherine Rowett

07/04/2024

Work in Progress

In theory we have progress on a number of things I've been trying to get done, though sadly you may not yet have seen the results in reality. We've got speed limits approved (but no sign of them implemented yet, of course) for Bressingham and Fersfield. I asked for speed limits for Bunwell but it was refused, so I have commissioned a feasibility study for making a safer crossing on the Turnpike. I've been chasing and got promises for action on the speed limit (long approved but never installed) on Pottergate Street in Aslacton. I've ordered, and will fund or partially fund, various signs, paint and chevrons for some of the roads with problems of dangerous bends and misleading junctions, and I'm co-funding with Councillor Wilby a solution for the unmarked and neglected Furze Green Hamlet that crosses two parishes/divisions and highways officers. I've also commissioned the designers to come up with signs to stop long lorries from using Tabernacle Lane in Forncett.

I believe we have some work going on to solve drainage problems in the Street in Bunwell. There's also been a lot of work going on at the environment agency to come up with natural flooding solutions for the feeder tributaries for the Tas and for the area around Shelfanger. I'm also looking into better signage at the very steep and deep Ford in Forncett where vehicles regularly get into trouble.

Several parishes have been concerned that the grips to let water run into the ditch are not cut right through but only part way. In other cases they are allowing water to flow from the ditch to the road. These cases are hard to deal with because the water level in the ditch should be lower than the road, not higher, and if this is not so, there is sometimes something more fundamentally wrong with the capacity of the ditches and ponds, due to silting up of pipes or ponds, or run off from the fields. Since SNDC has now appointed a riparian obligations officer, there may be some progress with improving drainage where the obligation to clear the ditches falls to farmers and other landowners.

I've been pestering the footpaths officers with various issues, particularly cases where enforcement is not happening, such as in Gissing. I know there is limited funding and officers are overstretched, especially because of the wet weather problems. I very much appreciate the work that parishes do to help by using their own teams of volunteers to keep footpaths and drainage in good order, and to help residents with issues they have locally. I am also seeking to get better responses from the officer in charge of buses to address our issues relating to bus timetables.

Norfolk County Council Climate Change Strategy

Troublesome wet weather and coastal erosion/rising river levels are among the growing consequences of global climate change. On 13 March 2024 the Infrastructure and Development Committee discussed the third tranche of Norfolk County Council's strategy for actions to deliver the climate change strategy. The actions will support low carbon transport, climate adaptation, and decarbonisation of local business and industry. Initiatives include:

- A pilot to develop a sustainable and viable seaweed industry in Norfolk - the project will work with partners in the Netherlands, already implementing sea farms.
- Supporting the development of nature-based solutions to help secure Norfolk's long term water resilience.
- Further walking and cycling improvements in places including King's Lynn, Norwich, Great Yarmouth, and Dereham.

Read the Infrastructure and Development Committee report [here](#) or watch the meeting [here](#).

County Council in March

The Full County Council met on 26th March. During the time for questions to the leader and cabinet, I was able to ask the Leader of the Council about how we might combat the government's planning regime for strategic infrastructure projects which silences the voice of local people and imposes unsuitable infrastructure instead of seeking agreement. I raised the example of the Norwich to Tilbury Pylons. Aside from this issue, we also asked some searching questions about the financial risks incurred from the likely cancellation of the Norwich Western Link.

Council then passed and approved the usual array of reports from the committees covering routine business and decisions.

We also reviewed the Climate Policy. In June 2023, Norfolk County Council launched its Climate Strategy (see previous entry in this report: the third tranche of this came to committee in March). The strategy sets out how the council can address its own carbon footprint as well as its role in supporting Norfolk's low carbon development and green growth. The paper brought to Council in March encapsulates the climate strategy into a more concise policy format. It also adjusts the council's countywide commitment, to align with the UK's 2050 net-zero target and the ambitious trajectory set out in the national carbon budgets. Previously the Council had set a target of 2030 for

Appendix 3

Good evening, Chair, Cllrs

Daniel Elmer new leader of South Norfolk Conservative group, has taken over from Cllr Fuller as leader of the controlling Conservative group at South Norfolk Council and will hope to be voted as council leader at its annual meeting in May.

<https://www.edp24.co.uk/news/24231665.daniel-elmer-new-leader-south-norfolk-conservative-group/>

South Norfolk Council have each agreed a Public Spaces Protection Order to tackle vehicle related anti-social behaviour.

It stipulates that people using vehicles are prohibited from causing harassment, alarm, distress, or have a detrimental impact on residents or surroundings.

Unnecessarily sounding horns, playing excessively loud music, racing and performing stunts (doughnuts, skidding and handbrake turns for instance) are examples of vehicle anti-social behaviour included in the PSPO, which cause nuisance to people in the locality.

<https://www.southnorfolkandbroadland.gov.uk/news/article/444/new-powers-from-councils-to-protect-residents>

The Greater Norwich Local Plan has been adopted.

The agreed plan provides opportunities for around 45,000 new homes (across Norwich City, Broadland and South Norfolk) to meet the needs for housing in both our urban and rural areas between 2018 and 2038. Around 9,000 of those homes have already been built.

<https://www.southnorfolkandbroadland.gov.uk/news/article/443/the-greater-norwich-local-plan-has-been-adopted>

Nominate your community heroes (South Norfolk Community Awards 13th year)

This year, there are three new categories, including Town or Parish Councillor of the Year, Connecting Communities Award and the Healthy and Active Award.

<https://www.southnorfolkandbroadland.gov.uk/news/article/440/south-norfolk-nominate-your-community-heroes>

Nominate here

<https://www.southnorfolkandbroadland.gov.uk/communityawards>

Best Wishes

Clayton Hudson

Local Member for Beck Vale, Dickleburgh & Scole, South Norfolk Council

m: 07917 060239

e: mail@claytonhudson.co.uk

31-Mar-24		Running Total	
Current Account	£13,971.30	13,971.30	Unity Trust account
		1,018.01	
		0.00	
Total	13,971.30	12,953.29	Total

12,953.29

12,953.29

Appendix 4

Summary of Financial Position

Bank Reconciliation @ 1st April 2022

Bank balance - Unity	£13,971.30			
Less unrepresented cheques				
Total				
Cash book	£13,971.30			
Payments made at the last meeting	1,864.39			
Payments made since the last meeting				
Receipts since the last meeting				
Payments to be agreed at this meeting				
13/04/2023 Nick Sharp			Bacs	45.19
13/04/2023 Alan Arber			Bacs	484.44
13/04/2023 HMRC			Bacs	134.20
13/04/2023 Norfolk pension Fund			Bacs	178.06
13/04/2024 Lloyds			Bacs	3.00
13/04/2024 Safety First			C/C	155.88
13/04/2024 Amazon			C/C	17.24
				1,018.01
				£12,953.29
				12,953.29
				0.00

Represented as:

Neighbourhood Plan - Locality	45.02
Neighbourhood Plan - SNC	1,613.65
Covid Grant	149.79
CIL	133.83
General Reserves	11,101.04
Vat Reclaimed but not yet Received	340.85
VAT yet to be reclaimed	28.86

Appendix 5

Year end bank reconciliation 2023-2024

Prepared by Alan Arber Pslcc Parish clerk and RFO

12th April 2024

Balance per bank statements as at 31st March 2024

Unity Trust Account	£13,971.30	
Total	£13,971.30	
Cheques Not Cashed		
Total of unrepresented cheques	£0.00	
Total of both accounts minus unrepresented cheques	£13,971.30	
Cashbook		
Opening Balance at 1st April 2023	16,449.50	
Add: Receipts	22,475.44	
Less: Payments	24,953.64	
Closing Balance 31st March 2024	£13,971.30	

Tivetshall Parish Council

Clerks Report

The Financial year has ended for the Parish Council and I am pleased to report we finished with a balance of £13971.30 which is very healthy and I must thank all the volunteer parish councillors and the amazing chair Rob for their diligence in ensuring we spend the government money wisely and within the transparency code regulations which is checked by our internal auditor in the coming weeks.

I know the village has suffered many issues with flooding and I continue to work with the local authorities on this and have been in dialogue with the new Flooding officer to see what more we can do. I note a new sewer is being installed in the street soon which we hope will assist the area and the issues it has faced.

I am also aware that we have no bus service and the withdrawal of the Borderhoppa service has caused issues for parishioners in getting to Pulham Surgery and again it is something I am working on but as yet to no avail. It is hoped that we can try and get the car service up and running soon but again volunteers and relied upon to run this and we need a village co-ordinator to run it, so if there are any volunteers free to undertake this, please email me asap on tivetshallpc@outlook.com

I am currently starting the year end procedure and this is an annual important job we clerks have to do each year to ensure we are working in the correct and legal manner and is a lengthy process so I apologise if I seem distant as *my mind is working on this important task*. There are many parts to this and it is time consuming and I need to ensure we are ready to sign the Annual Governance and Accountability review off by the next meeting to ensure we can submit for Internal Audit by the end of the month and then once that is complete things will get a little easier. It is noted that this year for the first time we are under the £25,000 threshold for both Payments and receipts and at last we meet the criteria for the certificate of exemption keeping our audit costs down which will help.

The Parish council are looking at the possibility of putting a path along the village green area to help with parishioners not having to walk along the road and are currently getting quotes to see the cost of the work and if we can get the necessary grants to ensure the work can be undertaken.

That's all for this month and I hope to see you all at TTJ (except the 17th April) as I am on the SLCC annual meeting on that day which is vital I attend as it gives me valuable networking time with other clerks and the chance to catch up on the latest changes in law which we have to adhere to.

A couple of dates for your calendar are as follows with the Annual Meeting of the Parish taking place on Thursday 10th May from 6.30pm to 7pm then the Annual Parish meeting from 7pm onwards. Invitations will be sent out soon and reports can be submitted for me to read out if you cannot attend.

Handyman's Report

Our handyman Nick will be out of action for a while as he has a procedure and as such will be unable to undertake his wonderful work. But has been a valuable asset since starting work in the village and will be missed while he recuperates.

Tivetshall Parish Council, Community plan.

All parts of the plan are in reference to Tivetshalls Neighbourhood plan

We as a council have agreed to focus on and deliver the following projects and actions for the coming year (Jan 2023-Jan 2024)

Project	Why	Agreed Actions	Progress	Councillor /Clerk Lead	Date to be completed
Speeding	To reduce speeding within our villages	<p>New Sam machine working well</p> <p>To ask for the area around the school and Village green to become a 20-mph speed limit and to request the speed limit on Station Road be lowered to 50 mph</p> <p>Speed monitoring by police requested along Station Road. Clerk is submitting the reports to The Police.</p> <p>20 mph zone funding being discussed with County councillor Catherine Rowett</p>	<p>Ongoing with reports submitted at Parish council meetings</p> <p>Email to be sent to Martin Wilby on this issue ASAP</p> <p>Pressure to be kept on highways on this issue and to ensure all accidents are reported to Highways.</p>	<p>Dudley Adshead/ Clerk</p> <p>Clerk/ Carole</p> <p>Clerk</p>	<p>Ongoing Speed checks undertaken</p> <p>Ongoing</p> <p>Ongoing</p>
Playing Field	<p>Playing Field lease expires in 2022, PC not able to plan longer term.</p> <p>Secure Ownership of playing field</p>	<p>PC to discuss with landowner and identify whether a new lease is likely to be agreed.</p> <p>The clerk would contact the landowners again on the possibility of a rolling lease to allow us to keep upgrading the play area if possible</p> <p>No grants can be obtained but as we do not have a lease on the field so this cannot progress. Clerk to write to the landowners again on this for a rolling lease to help us or look to purchase the land.</p> <p>Delme mentioned on the possibility of getting the field valued via Pride in Place Grant</p> <p>The fence at the Village Hall has been made safe by Nick</p>	<p>Initial contact made with landowner.</p> <p>Keep contact going John and others to help with date to be fixed</p> <p>3 quotes are needed.</p> <p>Look at this if it gets worse</p>	<p>RA-P</p> <p>Clerk Clerk and helpers</p> <p>Nick</p>	<p>Ongoing</p> <p>Ongoing As soon as Possible</p> <p>Ongoing</p>

Pond Area/Village green Heritage project		Village sign to be completely rebuilt it is hoped we can get a local builder to do this and is into heritage building projects	Complete rebuild needed of village sign	Rob	
Litter Pick	Parish Litter Pick	Litter picks are only attended by the few and it was agreed we would probably run only 2 from now on with one being around the Easter Holiday to entice the children to join in. The other around late September to coincide with SNDC Great Litter Pick campaign. The next litter pick has yet to be advertised and will be in the usual spots once date finalised.	Ongoing To be done ASAP	AR/SI Clerk	Ongoing Done
Parish Maintenance	Parish Council maintenance for Nick to attend too	Nick is doing a great job and is an asset to the community Nick to look at the entrances to the footpaths from the road. Play area received and Nick to look at and undertake any work detailed in play inspection report. Fence outside the village hall to be replaced New gate for Play area donated by Nick and we need to look at what is needed to get it installed asap. With Nicks appraisal it was felt we should look at updating the Pavilion and this would be added in to the appraisal as Nicks bug project next year. Clerk to do play area checks still Nick is back AED signs to be put up at the top of green lane and at The Old Ram	Nick is working through the list The Clerk has given him Need new prices for materials Ongoing April	Nick/ Clerk Nick Clerk Clerk Kris	Ongoing Ongoing Ongoing Ongoing April
Community Woodland	To be discussed	To look at the possibility of this and looking at areas for this to be planted	Areas to be looked at and details of what's needed to start the project	The Clerk	Ongoing

Village Hall extension	Extension to the village hall to be looked at	Three Quotes to be obtained and looked at by all to see what is needed and what grants are available	Quotes to be got asap	Everyone including the clerk	Ongoing
Community Activities	Council to look at local activities	Council to look at local activities and what grants are there to help with this	Clerk to investigate grants and possibilities on this	The Clerk	Ongoing
Public Transport	Possibility Of working with Border Hoppa to provide local transport alongside other councils	Clerk working with other councils and Long Stratton Town Council on the possibility of providing local bus services with Border hoppa to local towns. Clerk and chair will get information on website regarding community transport scheme since border-hoppa has been stopped by the county council	Work with Long Stratton Town council and others on this	The Clerk	Ongoing
Enhance Public rights of way in Parish	Looking to enhance public rights of way in the parish	Looking at extra training, funding and ways to enhance our public rights of way via various methods. Green lane and Mill Road. Quiet lane signs need replacing	Grants to be looked at	Clerk	Ongoing
Flooding	Look to assist local parishioners with flooding issues and problems	Clerk to Write to Mr Coles the landowner regarding the ditches and field on Rectory Lane/the street behind the Post office and the ditches on green lane after the last bungalow there.	Clerk to actioned Clerk to write letter and send to all councillors for agreement	Clerk Clerk	Done Ongoing

Signed Chairman

TIVETSHALL PC ACTION PLAN

The Council will manage its land and buildings to enhance and improve biodiversity through best practices engaging with grounds maintenance contractors and volunteers to:

Desired Outcome	Actions	Target Date	How to publicise
plant indigenous trees and wildflowers;	Plant Free Indigenous Trees from Woodland trust National Highways Norfolk Wildlife Trust Take advantage of free training from such people as Prof Tom Williamson		Website
reduce mowing to create a mosaic of new habitats that benefit wildlife;	Create monthly plan and agree plan with all contractors <ul style="list-style-type: none"> - Leave an edge - Create pathways on Meeting House field when wildflowers in bloom Look at Connectivity		Talk to contractors on this
enhance water bodies including village ponds/streams with marginal planting;	Work with Forncett Nature matters ref chalk streams Create a pond on new land from Norfolk homes (worries on liability on this) Look for opportunities to reinstate Ghost ponds in the parish		Website
install bird/bat boxes and creating hedgehog friendly gardens;	With hedgehogs investigate what we can do to help parishioners on this subject		Website
reduce reliance on pesticides and herbicides.	Make part of contract with contractors who work with the parish council and on the parish council property		Talk to contractors on this
Health and welfare	Look at promoting better Mental Health for parishioners More benches around the parish Pathway on surveyor's land Register parish green spaces with Queens Green Canopy		Notice boards Create clickable map for parish website
More actions and grant procedures and local businesses and school	Look at working with local school and get children involved. Work with Local business and big companies such as supermarkets, Lotus B and Q Nottcuts and other garden centres Install bike racks to promote cycling on the parish Access grants with Norfolk County Council, South Norfolk District council along with one million trees Attend more training sessions and seminars on Bio-diversity.		Website

Appendix 3

JAN

Tivetshall Thwaites Oak Close

For Project:
 Project Notes:
 Location/Name:
 Report Generated:
 Speed Intervals
 Time Intervals
 Traffic Report From
 85th Percentile Speed
 85th Percentile Vehicles
 Max Speed
 Total Vehicles
 AADT:

Incoming
 01/04/2024 10:45:41
 5 MPH
 Instant
 02/03/2024 09:00:00
 28.2 MPH
 2756
 40 MPH on
 3242
 129

27/03/2024
 through
 03/03/2024
 11:45:00

Volumes - weekly counts

Time	5 Day	7 Day
Average Daily	133	125
AM Peak	12	9
PM Peak	17	18

Speed

Speed Limit:
 85th Percentile Speed:
 50th Percentile Speed:
 10 MPH Pace Interval:
 Average Speed:

	Tuesday	Wednesday	Thursday
30			
28.2			
21.9			
20.0 MPH	to	30.0 MPH	
20.67			
Monday	Tuesday	Wednesday	Thursday
34	33	32	25
6.5	6.0	6.9	6.3
32.9	32.5	32.7	32.9
18.9	18.4	19.0	20.0

Feb

Tivetshall School Road

For Project:
 Project Notes:
 Location/Name: 10:25:27
 Report Generated: 27/02/2024
 Speed Intervals: through
 Time Intervals: 16:00:00
 Traffic Report From: 03/02/2024
 85th Percentile Speed: 14:50:00
 85th Percentile Vehicles:
 Max Speed:
 Total Vehicles:
 AADT:

Volumes - weekly counts

Time	5 Day	7 Day
Average Daily	165	133
AM Peak	29	21
PM Peak	37	27

Speed

Speed Limit:	30
85th Percentile Speed:	26.4
50th Percentile Speed:	10
10 MPH Pace Interval:	5.0 MPH to 15.0 MPH
Average Speed:	14.38
Count over limit	28
% over limit	16.8
Avg Speeder	33.6
Avg Speed	23.2

Monday	Tuesday	Wednesday	Thursday
37	19	20	1.1
17.0	9.6	33.0	2.7
32.9	21.0		
21.5			

March

Tivetshall thwaites oak close

For Project:
 Project Notes:
 Location/Name:
 Report Generated: 16:41:34
 Speed Intervals:
 Time Intervals: 29/01/2024
 Traffic Report From: through
 85th Percentile Speed: 11/01/2024
 85th Percentile Vehicles: 11:00:00
 Max Speed:
 Total Vehicles:
 AADT: 103

Volumes - weekly counts

Time	5 Day	7 Day
Average Daily	122	103
AM Peak	14	10
PM Peak	16	13

Speed

Speed Limit:
 85th Percentile Speed:
 50th Percentile Speed:
 10 MPH Pace Interval: 30.0 MPH
 Average Speed: 30.0 MPH

	Monday	Tuesday	Wednesday	Thursday
Count over limit	25	18	28	16
% over limit	5.4	4.4	7.1	4.6
Avg Speeder	32.5	32.8	32.7	33.1
Avg Speed	19.2	18.8	19.6	20.1