



TIVETSHALL PARISH COUNCIL
Minutes of Tivetshall Parish Council Meeting
held at The Village Hall Tivetshall
on Thursday 26th July 2023 at 7.00 pm

A minute's silence was held for Lynn Jollans a previous voluntary clerk to the council and councillor who passed away suddenly at the weekend.

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

Present: Councillors – Rob Alleguen-Porter (Chair), Julie Brown, Alyson Read, Carole Youngs, Sandra l'Anson and Steve West

Also Present: District Cllrs Clayton Hudson and Delme Thompson

1. Apologies for absence

No apologies received

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

Cllr Brown and Cllr Read declared themselves as Trustees of the Village Hall.

All agreed to accept

3. Minutes

3.1 Minutes of the Meeting Held on 8th June 2023

It was agreed by all to approve the minutes of the meeting held on 8th June 2023

Proposed Cllr l'Anson Seconded Cllr Youngs

3.2 Matters arising 8th June 2023 meeting (information only)

None.

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

District Cllr Delme Thompson sent the attached report Appendix 1

A question was asked on is SNDC have any way to help parishioners with issues around Saffron Housing and the Councillor ??agreed that they would assist where possible.

Councillor Clayton Hudson gave the following report Appendix 2

5. Finance

5.1 To receive the balance of accounts and bank reconciliations for July 2023 attached as Appendix 3

5.2 Receipts since the last meeting – None

5.3 To note payments made since the last meeting

Designer Metal	Tree Guard	£72.00
Unity Trust	Quarterly bank Charges	£18.00

5.4 To approve the following payments:

5.5 All payments listed below

Alan Arber	Salary – June	£533.78
Nick Sharp	Salary – June	£41.86
HMRC	Tax and NI June	£125.80
Lloyds Bank	Credit Card Charge	£3.00
Excite Solutions	Grass cutting	£528.72
Play Safety	Annual Inspection	£123.60
D Crerar	Grass cutting	£1625.00

NGF Play	Special Needs Seat	£1057.82
NGF Play	Special Needs Seat harness	£104.39
Proposed Cllr Alleguen-Porter	Seconded Cllr Read	

The balance on the account at 1st July was £19,705.91

The Chair signed the bank statement as a true record of the balance of the account at 30/6/2023 as the July statement has not yet been received

The balance after payments made at this meeting is £15,564.94

5.6 To receive the budget v Expenditure report

The Clerk produced the report for the council for the 6-month accounts and the Chair thanked the Clerk for his work on this.

6. Reports from The Clerk and Councillors

6.1 The Clerk sent his report to all Councillors all agreed to accept Appendix 4.

6.2 To review and Update the Community Plan – Appendix 5

This has been reviewed and updated with actions to be done

GLS had proposed to sponsor 2 planted beds in the pond area and the clerk had worked with them on this and the proposal was agreed to go ahead as it would definitely enhance the area.

Proposed: Cllr Alleguen-Porter Seconded: Cllr Brown

6.3 To receive Update on this Council's request to reduce speed limits on Station Road and the area around Tivetshall Primary School Village Hall and The Green.

The Clerk reported that the proposals for the 20 mph signs had been emailed to all Councillors and after a short discussion the following sites were agreed.

Site 1 Green Lane

Site 2 School Road

Proposed: Cllr Alleguen-Porter Seconded: Cllr Youngs

Dudley Adshead's Report as below Appendix 6

Dudley's report had been emailed to all Councillors and it was noted that the speed in the village was down. However, there is still one speeder well over the speed limit and the data had been sent to the police from the report for them to monitor

6.4. To receive details of Litter Picking on the Duke of Edinburgh Scheme

No information received yet by The Clerk on this but still ongoing

6.5. To receive a reply on the request for a footway on the A140

The Clerk had contacted Highways regarding a footway but no reply had been received.

6.6 To agree the nominations for the village hall from the Parish Council

Cllr Read and Cllr Brown will continue to be the representatives for the village hall.

6.7 To receive the play area report

The report has been received. It was sent to Nick to look at regarding scheduling any works. No major issues were found and once Nick had scheduled the works needed, we would report this to the council.

6.8 To agree to support the Armed Forces Covenant

The Clerk reported that supporting this would not incur any cost and that it would be good to support. All agreed and the Chair duly signed the covenant showing our support.

Cllr Youngs gave a breakdown on the need to support this and any new ways to help veterans would be put on the website to assist them especially around help in any way including concessions.

7. Village Hall report –

Cllr Read had forward the report to the clerk who had emailed to all councillors. It was agreed to accept the report. Appendix 7

8. Planning

- a. To hear any Planning applications received and any after agenda was posted
2023/1676 No comment

All planning applications that had needed a reply before the meeting had been sent to the councillors via email. There were concerns raised that work had started on the planning application at Tinkers Lane. The Clerk had contacted planning officers. They informed him that the work was from a previous planning application and had received approval.

The Councillors discussed the Long Stratton Community plan proposal. They agreed they would support the community asset as it is a much-needed resource. The council will submit their support. All agreed.

b) To receive details of the recent neighbourhood plan meeting via zoom with SNDC

No one could attend the meeting and it was asked if we could get the report from the meeting.

9 Planning Enforcement issues – These were noted by the council

10 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) **Trimming of the Hedge adjacent to the village hall**

Still no further reply has been forthcoming from Hastoe Housing and the parishioner had been informed that it was now in the hands of the landowner, Hastoe Housing. Remove from agenda

b), **Village sign repairs**

The Chair commented that this had been dealt with earlier.

c). **The following issues need reporting**

Stoney Road/Mill Road Junction over grown Hedge reported recently

10. Training – The Clerk had booked his attendance at the national conference with costs shared by all his councils.

Training for Cllr I'Anson for Finance 21/9/2023

Google drive training for councillors.

NPTS seminar at Costessey for any councillors that want to attend.

Clerk to look at setting up the Google drive asap

11. Woodland Trust initiative

Cllr Read reported on this to the meeting.

The Clerk had sent the report to all councillors noting that there is a process to get trees onto their heritage tree register and whether councillors could get together with parishioners to do this.

Cllrs Read and I'Anson to discuss to recommend a method.

12 Correspondence

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

WebNOS defib report completed and submitted

Policies updated on website

NPTS training information received

Nalc training email received

Email sent to Playing field landowners with no reply received

Sponsorship of the pond area received and it was agreed to accept the proposal

Website updated

Parish partnership letter received and put on September agenda for discussion if we need to take part again

Planning Applications and planning report regarding Tinkers Lane received

Note to say we had been awarded £20 for the litter picking day recently

SAM report from Dudley Adshead received and emailed to all councillors due to meeting date being late this month

Accessible Bucket seat and Harness received

Play Inspection report received and forwarded to Nick to look at

Highways work carried out
CCTV will be cleaned and installed on parish Laptop at next TTJ
20 mph suite????? meeting taken place and discussed earlier in the meeting
Dog Bin moved and re-sited by Nick
Our year end documents logged by PKF Littlejohn
Cock Crow report submitted
Goalposts made good but new nets are needed
Tree guard collected and installed
BHIB confirmed all Insurance details have been renewed
Emails received around School Road water pressure

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

Play area Report schedule of works
Clerks contract and pension
Parish partnership application
Long Stratton Community Building application support
N H Plan zoom meeting report

14. Date of Next Meeting

Thursday 14th September Parish Meeting 2023 7.00 pm, Tivetshall Village Hall

Meeting closed at 20.25 pm

1. **Recognising Community Spirit!**

Firstly I'd like to thank all who came out to support the Pink Ladies tractor run on 2 July, and congratulations to Alyson on a successful drive!

It was a pleasure to join the team to help set up the day before and marshal at the airfield and Gawdy Hall for the main event, hearing first hand from many of the drivers why the event is so special to them. A wonderful example of community spirit, and passing the £1M raised target was the icing on the cake. Many congratulations to all involved!

2. **Funding for community projects**

As previously mentioned, South Norfolk Council has a variety of grants available for community projects and I am currently working with several groups across the ward to help them access these funds.

Full details of the various grants, can be found on the SNC website, here: [Community funding – Broadland and South Norfolk \(southnorfolkandbroadland.gov.uk\)](https://www.southnorfolkandbroadland.gov.uk/community-funding)

3. **Independent Living Grants for residents**

[housing-grants-and-assistance-available \(southnorfolkandbroadland.gov.uk\)](https://www.southnorfolkandbroadland.gov.uk/housing-grants-and-assistance-available)

South Norfolk Help Hub 01508 533933 or email helphub@southnorfolkandbroadland.gov.uk

4. **Pylon Consultation**

As per our discussion last month, South Norfolk Council have written to National Grid (As have Norfolk County Council, and a number of MPs) objecting to the lack of true consultation and poor quality of information provided to Parish Councils and the public. I will be sure to keep the council updated on any response received.

5. **Working with District and County Colleagues to address serious concerns re Country Broadband.**

I have been contacted by a group representing multiple residents across numerous villages regarding poor service standards and alleged 'intimidating practices' from County Broadband. Noting that Broadband is a County issue not District, I am in touch with members of the District Council Cabinet to ensure a robust and unified approach to investigating the issues raised and holding service providers to account. This is even more important now, given that on the 3rd July it was announced that Norfolk had secured 150M through Building Digital UK, Norfolk County Council and City Fibre 'project Gigabit' to see 60,000+ homes and businesses connected to gigabit-capable broadband starting next year.

6. **SAVE THE DATE - In-Person Town and Parish Summit** will be held at The Horizon Centre, **Thursday November 9th** from 9:30am – 12:30pm. Agenda and full details to follow.

7. **Sale of South Norfolk House £250 - £750K Impact of recent events.**

While not *directly* related to Brockdish and Thorpe abbots, given the level of wider interest in this matter and potential knock on effects for all South Norfolk residents, I wanted to update the team on some important recent developments.

Background / Recap

In May 2022 the decision was taken to sell South Norfolk House as part of the relocation to the Horizon Centre. The rules required the property to be marketed for use as an office for 6 months, before bids for alternative use could be considered. This was done, and no bids were received. Bids for other uses were then invited.

Throughout the process Long Stratton Town Council were kept fully informed and declined to bid for the property. In April 2023, 11 months after the decision to sell, a meeting was held to recommend acceptance of a bid to develop the property. At this meeting the town council requested additional time to scope a bid for a community hub – which would sit alongside two existing community centres in Long Stratton. SNC agreed to a 90 day extension for the community bidder to present their proposal.

In the three months since, the community bidder has failed to provide any proof of funding, confirm the legal entity that would complete the transaction, or provide any details of how the community project would be run as a viable concern. An external reviewer assessing *all* bids received concluded that the community project was unproceedable. During this period additional bids from other parties have been received.

A deadline of 30 June 2023 was set for all bidders to provide the required information so South Norfolk Councillors and officers could make a decision on the most appropriate bid to accept, at the full council meeting on 24th July.

Following the issuing of this deadline, Long Stratton Town Council submitted a formal application to have the building declared an asset of community value. On receiving such an application, the Council is duty bound to pause any sale, and undertake an 8 week process to consider the application.

Financial Impact

£63,000 running costs (minimal heating, insurance, security, maintenance) have been incurred during the 90 day extension granted to the Long Stratton community bidder. (Approx. £20,000 a month).

The 8 week pause required to review the asset of community value application will result in taxpayers funding an additional £40,000 of running costs.

If the application is granted, this will trigger a further 6 months grace period for the community bidder to provide proof of fund funds and project viability – adding a further £120,000.

If the application is dismissed, advisors estimate it is likely to be Easter 2024 before a sale to one of the waiting bidders could be completed now – meaning taxpayers will have funded a minimum of £200-250K additional costs as a result of recent events.

With the value of development land declining, risk of current bidders withdrawing due to the delay, and loss of interest on funds that would have been received from the sale last April, the true cost of affording the grace period to the community bid, and subsequent behaviour, is likely to be in the region of £500-750K+.

At the full council meeting ion 24 July, while councillors were unable to vote on any of the waiting bids (due to the enforced pause), there was consensus that while admirable in principle, the Long Stratton community project still appears unproceedable, and every effort should be made to limit further cost to taxpayers.

I will of course keep the Parish Council updated on any further developments, and will be happy to take any questions you may have.

Kind Regards
Cllr Delme Thompson

Good evening, Chairman, Cllrs

Firstly, I extend my congratulations to Catherine Rowett following her election to Norfolk County Council for the West Depwade ward. Looking forward to working closely with Catherine in my SNC parishes that overlap with her County Division namely Dickleburgh, Rushall & Tivetshall in the coming weeks & months.

Delay of Sale of South Norfolk House as application by Long Stratton Town Council as an Asset of Community Value
See more here <https://www.southnorfolkandbroadland.gov.uk/news/article/329/delay-to-planned-discussion-for-future-of-south-norfolk-house>

In my SNC role, I am appointed member to the local IDB. I went to a recent meeting in June, and I tabled my report at SNC last evening, Councillors might be interested.

<https://southnorfolkandbroadland.moderngov.co.uk/documents/s4222/Waveney%20Lower%20Yare%20and%20Loth%20Inland%20Internal%20Drainage%20Board.pdf>

Turning to more routine updates

1. Well done to the Pink Tractor for the Annual Ladies Road Run on Sun 2nd July, 20yrs, £1M raised amazing achievement.
2. Pylons, I don't think you will find a councillor in Norfolk or Suffolk that supports the current Pylon Route or Consultation. SNC response here
<https://www.southnorfolkandbroadland.gov.uk/downloads/file/4717/response-to-national-grid-ref-pylons>
To access the consultation documentation, go here <https://www.nationalgrid.com/electricity-transmission/network-and-infrastructure/infrastructure-projects/norwich-to-tilbury/public-consultation>
the most useful is the Interactive map
<https://experience.arcgis.com/experience/ba2cbd9ac64c4723847fae8637d50df3/>
which shows the proposed route of the pylons a lot clearer than we have had before.
3. Hazardous waste (such as household paint no longer required): The next Household Hazardous Waste Days will be held in Autumn 2023. The dates and locations are as follows: <https://www.norfolk.gov.uk/rubbish-recycling-and-planning/rubbish-and-recycling/hazardous-waste> Nearest Norwich South - 9/10 September
4. Funding is now available through the Community Infrastructure Fund Programme to support parish and town councils in South Norfolk deliver key infrastructure projects. Community Infrastructure Fund Programme: The programme consists of two opportunities to support capital delivery of infrastructure projects. The Community Infrastructure Fund has £300,000 available between April 2023 and March 2024, for projects valued at over £15,000. The Co-Investment Grant Scheme has £1,500,000 available between April 2023 and March 2024, for exemplar projects valued over £250,000 more here
<https://www.southnorfolkandbroadland.gov.uk/community-funding-3/community-infrastructure-fund-programme>

Finally, I wish you all a good Summer and see you in September.

Clayton Hudson

Local Member for Beck Vale, Dickleburgh & Scole

South Norfolk Council

m: 07917 060239

e: mail@claytonhudson.co.uk

web: www.claytonhudson.co.uk

twitter: <https://twitter.com/claytonhudson>

Chairman, Fellow Members

I attended with Cllr Chris Brown a meeting of the Waveney, Lower Yare and Lothingland Internal Drainage Board held on Wednesday 14 June 2023 at Raveningham.

For new members more details of the IDB can be found online here <https://www.wlma.org.uk/waveney-idb/home/>

Agenda's and Minutes can be found online here
<https://www.wlma.org.uk/waveney-idb/board-meetings/>

My interest in being an appointed member to the board of the IDB is to ensure regular maintenance and investment in the drainage infrastructure within my ward & the wider SNC catchment area.

You can see a map showing the full extent of the IDB responsibility here

https://www.wlma.org.uk/uploads/WLYLIDB_Index_Map.pdf

Or a more dynamic online map <https://wma-idb.maps.arcgis.com/apps/webappviewer/index.html?id=98e25174c8404ed28dbe0a0aed77700d>

At the June meeting of note for my area were the routine maintenance works to the gravity network in Thelveton & Dickleburgh are DRN288G0103 & 0104, 0105, 0103 and a small part of DRN288G0102

https://www.wlma.org.uk/uploads/WLYLIDB_CMT288G-Thelveton%20Dickleburgh.pdf



Picture: Works IVO Dickleburgh DRN288G0102

As a direct result of the Norfolk Floods in December 2020, the IDB have worked within the wider gravity system with Norfolk County Council to install several leaky dams to slow the flow during high rainfall events. The work was completed in partnership with the Norfolk County Council, landowner, and individual homeowners (Brockdish Hall) and is hoped to improve the catchment hydrograph.

For more information of Leaky Dams see

<https://www.gov.uk/countryside-stewardship-grants/rp33-large-leaky-woody-dams>

You can see that farmers/landowners can apply for leaky wooden dams, and indeed all natural flood management (NFM) work outside of the IDB area of responsibility and the wider River Waveney Trust

<http://www.riverwaveneytrust.org/> are interested in working with supportive farmers/landowners and grants are available.



Picture: Leaky Dam installed at Brockdish

I was also very pleased to see that the proposed programme of work for the coming year (23/24) as set out in the gravity programme showed ~£40k of works mainly paying for machine excavation of the drainage network within the local area (and surrounding ward to West) some of these works are overdue having been last completed in 2014/15

https://www.wlma.org.uk/uploads/WLYLIDB_CMT290G-Shelfhanger%20Winfarthing%20Debenham.pdf

https://www.wlma.org.uk/uploads/WLYLIDB_CMT278G-Tunbeck.pdf

The Tunbeck Area covers Beck Vale (i.e. The Pulham's & Starston)

	1,938		£ 10,000.00		4
Beck Vale					
DRN250G0906	578	Wind & Machine	£ 1,000	Completed	1
DRN250G2405	30	Machine From Road	£ 1,200	Completed	0
	708		£ 2,200		1
Beck Vale					
DRN266G0101	1,523	Machine	£ 2,532	Finished	3
DRN266G0102	1,258	Machine	£ 2,324	Finished and AM3	3
DRN266G0103	1,753	Machine	£ 2,526		4
DRN266G0202	445	Machine	£ 1,430	Finished	1
DRN266G0203	852	Machine	£ 1,937	AM3	2
	5,831		£ 11,421		10
Beck Vale					
DRN288G0201	687	Machine	£ 1,976	DS of Simplex	2
DRN288G0202	623	Machine	£ 1,505	DS of Simplex	2
	1,310		£ 3,481		4
Tunbeck					
DRN276G0104	554	Machine	£ 1,642	Completed	1
DRN276G0105	583	Machine	£ 1,641	Finished	1
DRN276G0106	514	Machine	£ 1,635	Completed	2
DRN276G0107	1,548	Machine	£ 2,703	Completed	3
DRN276G0108	1,549	Machine	£ 4,725	Pulham road	3
DRN276G0109	1,903	Machine	£ 2,241	Completed of Pulham Road	2
DRN276G0110	683	Machine	£ 1,642	Finished US of Pulham	1
DRN276G0111	125	Machine		Finished US of Pulham	2
	7,677		£ 14,461		15

The IDB board typically meet's twice a year and the next meeting should be in January 2024.

Any questions feel free to contact me.

Best Regards

Clayton

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

Last Updated: 20Jul23

Appendix 2

31-Mar-23		Running Total			
Current Account	£16,449.50	B/F	16,449.50	Unity Trust account	15,564.94
		Expenditure	11,602.91		
		Income	10,718.35		
Total	16,449.50	Total	15,564.94	Total	15,564.94

Summary of Financial Position

Bank Reconciliation @ 1st July 2022

Bank balance - Unity	£19,705.91
Less unpresented cheques	
Total	

Cash book	£19,705.91
-----------	------------

Payments made at the last meeting	£ 4,758.58
-----------------------------------	------------

Payments made since the last meeting	
--------------------------------------	--

Receipts since the last meeting	
---------------------------------	--

Total

Payments to be agreed at this meeting	
---------------------------------------	--

26/07/2023 Nick Sharp	Handyman Salary and expenses June	Bacs	41.86			
26/07/2023 Alan Arber	Clerks salary and expenses March	Bacs	533.78			
26/07/2023 HMRC	Tax and NI	Bacs	125.80			
26/07/2023 Excite Solutions	Grass Cutting	Bacs	528.72			
26/07/2023 J M Crerar	Grass Cutting	Bacs	1,625.00			
26/07/2023 Play safety Company	Play Area Inspection	Bacs	123.60			
26/07/2023 NGF Play	Accesible seat	Bacs	1,057.82			
26/07/2023 NGF Play	Accesible seat Harness	Bacs	104.39			
			4,140.97	£15,564.94	15,564.94	0.00

Represented as:						
-----------------	--	--	--	--	--	--

Neighbourhood Plan - Locality	-	45.02			
Neighbourhood Plan - SNC		1,613.65			
Covid Grant		149.79			
CIL		133.83			
General Reserves		13,712.69			
VAT yet to be reclaimed end of July		342.52			

Tivetshall Parish Council Accounts 2023-2024

Payments	2023-24			Receipts	2023-24		
	Budget	Actual	Over/ Under Spent		Actual	Budget	Over/Under Receipt
Administration							
Clerks Salary	7,000.00	2,338.81	4,661.19	Precept	20,755.00	20,755.00	10,377.50
Payroll provider				VAT Refund	1,000.00	1,000.00	340.85
Insurance	500.00	516.15	-16.15	CIL			-
Audit Fees	400.00	95.00	305.00	Recycling Centre Grant	200.00	200.00	-
Website	150.00	-	150.00	Neighbourhood Plan Grants			-
Subscriptions	200.00	240.55	-40.55	Grants			-
Hire of Village Hall	150.00	-	150.00	Wayleave Payment			-
Zoom Subscription		-	0.00	Litter Pick Winning			-
Office Expenses	100.00	-	100.00	SNC Payment			-
Travelling Expenses	150.00	126.00	24.00	Other Grants			-
Training Courses	300.00	-	300.00				
Councillors Expenses	100.00	-	100.00	Total	<u>21,955.00</u>		<u>10,718.35</u>
Newsletter		-	0.00				
Bank Charges	72.00	24.00	48.00				
	<u>9,122.00</u>	<u>3,340.51</u>	<u>5,781.49</u>				
Maintenance							
Handyman Salary	700.00	162.90	537.10				
Handyman Expenses	200.00	31.67	168.33				
Play Area Inspection	110.00	103.00	7.00				
Play Area Maintenance	400.00	30.53	369.47				
Gang Mowing	4,950.00	2,065.60	2,884.40				
Grass Cutting		-	0.00				
Dog Bin Emptying	1,750.00	-	1,750.00				
Bus Shelter Cleaner	15.00	-	15.00				
Peppercorn Rent	5.00	-	5.00				
	<u>8,130.00</u>	<u>2,393.70</u>	<u>5,736.30</u>				
Activities							
Christmas Tree	130.00	-	130.00				
Defibrillator	100.00	-	100.00				
S 137	40.00	-	40.00				
Donations	350.00	-	350.00				
Community Car Scheme		-	0.00				
	<u>620.00</u>	<u>-</u>	<u>620.00</u>				
Neighbourhood Plan							
Consultants	-	-	0.00				
Printing	-	-	0.00				
Office Hire	-	-	0.00				
Mileage	-	-	0.00				
Expenses	-	-	0.00				
Staff Time	-	-	0.00				
Return of Funding	-	-	0.00				
	<u>-</u>	<u>-</u>	<u>-</u>				
Projects							
Projects/ Sam machine	4,000.00	5,018.26	-1,018.26				
Queens Jubilee		117.53	-117.53				
Pond Project		-	-				
	<u>4,000.00</u>	<u>5,135.79</u>	<u>- 1,135.79</u>				
Other							
Reclaimable VAT	1,000.00	342.52	-				
Other		-	0.00				
Warm space		390.39	-390.39				
	<u>1,000.00</u>	<u>732.91</u>	<u>-</u>				
Grand Total	<u>22,872.00</u>	<u>11,602.91</u>	<u>11,002.00</u>				
				Opening Balance @ 1st April 2022			16,449.50
				Total Income			10,718.35
				Total Expenditure			11,602.91
				Closing Balance @			15,564.94
				Represented by:			
				Unity Trust Account			15,564.94
				Total			15,564.94
				Earmarked Reserves			
				Neighbourhood Plan			45.02
				SNDC Grant			1,613.65
				Covid Grant			149.79
				CIL			133.83
				General Reserves			13,712.69
				VAT yet to be reclaimed			342.52
				Adjusted General Reserves			14,055.21

Tivetshall Parish Council

Clerks Report

Another month passes and as the weather gets better its great to see parishioner's at TTJ sitting outside enjoying good weather and amazing food and drink on offer at TTJ

You may notice that we have installed an accessible swing on the playing field on the swing bay and we await the harness to be delivered which we will fit allowing anyone to use the new swing safely.

In the next few weeks, we will be installing the 20 mph flashing signs around the school area which we hope will alleviate the issues around speeding that are being noted by our SAM 2 machine and we have been in contact with the police asking them to look at the areas that the worst speeders are noted to be well over the limit.

On the subject of speeding and road safety we have been made aware of a young man using one of these electric scooters and not in the best way with dark clothing on and no hi viz jacket as should be worn when riding these machines. We have also had complaints of the person riding quite dangerously as well and have passed these onto the police too.

For myself it's been a busy month doing a budget v expenditure report for the next Council meeting as we enter the end of the first 6-month period of this financial year and if you wish to see it the report is posted on our website and in the minutes once all councillors are happy.

Cllr I 'Anson continues to serve as our internal control officer checking how I work and reports to the council at the meetings every quarter and as per the Transparency code on how the council works adds as another check we submit to the internal auditor, who was very pleased with how we work

Our Annual Governance and Audit review has been submitted to PKF Littlejohn for their agreement all is in order and starts a stressful time for me till its approved and all is in order. They also try and find one error which is frustrating as a clerk to have to go over everything again.

Finally, it has been a pleasure to serve the council and you all as parishioners and to see everyone at TTJ and I am pleased to say lots have people have engaged on these days to report issues on a whole range of subjects from highways issues to Dog mess and the obvious one of speeding.

Finally, if you see any issues that need looking at or spot anything that is not right, please email me on Parish.clerk@tivetshall.org.uk as this gets to me quicker than the website

See you all at TTJ

Handyman's Report

Nick is continuing to work around the village and is currently undertaking the upgrade of the parish benches and the works on the play area that are needed, other jobs are on the horizon for Nick and with the diligent manner he completes these tasks we are lucky to have him as our maintenance handyman.

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>Notification of the 20 mph wig wags has been received from the parish partnership</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>Goalposts now secure</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>Clerk to look at the cutting of the goalposts and nets to ensure they are secure.</p> <p>Delme mentioned on the possibility of getting the field valued via Pride in Place Grant</p>	<p>Initial contact made with landowner.</p> <p>Keep contact going</p> <p>John and others to help with date to be fixed</p> <p>3 quotes are needed.</p>	<p>RA-P</p> <p>Clerk</p> <p>Clerk and helpers</p> <p>Clerk</p>	<p>Ongoing</p> <p>Ongoing</p> <p>As soon as Possible</p> <p>As soon as Possible</p>

<p>Pond Area/Village green Heritage project</p>		<p>Village sign to be completely rebuilt but original builder looking into this</p> <p>The Jubilee tree needs a tree guard asap.</p> <p>Clerk to contact GLS on sponsorship idea to help with Seeding around the pond area now would be good. The sponsorship of the area had been received. All approved</p>	<p>Complete rebuild needed of village sign Tree Guard in site and needs to be fixed</p> <p>Contact GLS to let them know we would go ahead asap</p>	<p>Rob Clerk/ Handyman Clerk</p>	<p>Ongoing Ongoing</p>
<p>Litter Pick</p>	<p>Parish Litter Pick</p>	<p>To agree dates for doing litter pick and when posters need putting up. Next one is March, then June. September and December. Clerk to sign off the duke of Edinburgh scheme for two residents to keep litter picking for the scheme. All bags are being filled up on litter picks which is a worry. Fly tipping is becoming an issue. Cllr Read to send pictures to clerk to report.</p>	<p>Ongoing</p>	<p>AR/SI</p>	<p>Ongoing</p>
<p>Parish Maintenance</p>	<p>Parish Council maintenance for Nick to attend too</p>	<p>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. Look at issues with benches on village green and repair. Second half of bench being done 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 and the near goalpost needs taking down also.</p> <p>Dog bin Near Garage location to be moved to Church Lane opposite New Road as close to the left-hand side as possible by Nick</p>	<p>Nick is working through the list The Clerk has given him</p> <p>Need new prices for materials</p> <p>Been sited and clerk needs to contact SNDC to note new site</p>	<p>Nick/ Clerk Nick Alan</p>	<p>Ongoing Ongoing Done</p>
<p>Community Woodland</p>	<p>To be discussed</p>	<p>To look at the possibility of this and looking at areas for this to be planted</p>	<p>Areas to be looked at and details of what's needed to start the project</p>	<p>The Clerk</p>	<p>Ongoing</p>

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	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. FP by St Margaret's church needs replacing asap. Green lane and Mill Road. Quiet lane signs need replacing	Grants to be looked at	Clerk	Ongoing
			Clerk to actioned	Clerk	Done
Accessible Play Equipment	Disabled swing to be ordered	Clerk to Order New swing	Ordered from NGF Play Received and sited with Harness to be installed by Nick	Clerk	Done

Signed Chairman

As per vol 6

For Project: Tivetshall
 Project Notes:
 Location/Name: Incoming
 Report Generated: 30/06/2023 21:27:17
 Speed Intervals: 5 MPH
 Time Intervals: Instant
 Traffic Report From: 02/06/2023 12:00:00
 85th Percentile Speed: 33.7 MPH
 85th Percentile Vehicles: 8085
 Max Speed: 65 MPH
 Total Vehicles: 9512
 AADT: 339

through 30/06/2023 1
 on 07/06/2023 16:10:00

Volumes - weekly counts

Time	5 Day	7 Day
Average Daily	347	329
AM Peak 10:00	39	33
PM Peak 15:00	34	31

Speed

Speed Limit: 30
 85th Percentile Speed: 33.7
 50th Percentile Speed: 27.4
 10 MPH Pace Interval: 25.0 MPH to 35.0 MPH
 Average Speed: 25.74

	Monday	Tuesday	Wednesday	Thursday	F
Count over limit	439	450	571	469	4
% over limit	34.9	26.4	39.1	33.2	3
Avg Speeder	34.2	34.4	34.3	34.3	3
Avg Speed	20.3	15.1	21.2	20.2	2

Incoming Summary
 Tivetshall

from Fri-Jun-02-2023-12-00-PM to Fri-Jun-30-2023-12-59-PM

Day/Time Ending 85th pctl (MPH) 85th pctl cnts Total Cnts Max Speed 1

Tivetshall Village Hall report July 2023

Hall Improvements - Discussion to consider a garden room extension to take place at next Committee meeting. The outgoing Treasurer, Rob Alleguen-Porter, advised the Committee that any action required to apply for the grants made known to the Parish Council could be made by the PC Clerk.

Insurance - A policy has been taken out with Zurich. Specific cover for village halls. A condition is we seek independent review of the end of year accounts. This is not required by the Charity Commission. Sandra l'Anson has agreed to carry out the review.

Hirers Handbook - Final draft has been circulated to Committee for approval. Comprehensive document which covers all aspects of the Hall and any activities by one off and regular hirers. A copy of the final document will be circulated to all parish councillors for information.

Lighting - Evolve to carry out the replacement of lights to LEDs. Scheduled for 1st September. Fly screen at back kitchen door has been installed.

Insect Zappers and Kitchen window blinds - to be installed asap by Committee Member.

Cleaner - Review with Ellie to take place end of July.

Events - FOTS garage sale and indoor tables 23rd July;

Fun Quiz evening Friday 8th September £5 per person teams up to 6 people.

Autumn Craft and Food Fayre 7th October

Due to reduction in hires the Committee are considering other fundraising events including a Psychic Night and a Race Night.

Volunteers - more events require more volunteers. An advert to go on social media has been prepared. All volunteers and existing Committee members will be DBS checked.

Next meeting Tuesday 25th July