



**TIVESHALL PARISH COUNCIL**  
**Minutes of Tivetshall Parish Council Meeting**  
**held at The Village Hall Tivetshall**  
**on Thursday 19<sup>th</sup> October 2023 at 7.00 pm**

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

**Present:** Councillors – Rob Alleguen-Porter (Chair), Julie Brown, Sandra l’Anson and Carole Young’s

**Also Present:** District Cllr Delme Thompson and County Councillor Catherine Rowett

**1. Apologies for absence**

Apologies received by Steve West and Alyson Read. All agreed to accept

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

Cllr Brown declared themselves as Trustees of the Village Hall.

All agreed to accept

**3. Minutes**

**3.1 Minutes of the Meeting Held on 14<sup>th</sup> September 2023**

**It was agreed by all to approve the minutes of the meeting held on 14<sup>th</sup> September 2023**

**Proposed Cllr l’Anson      Seconded Cllr Brown**

**3.2 Matters arising 14<sup>th</sup> September 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

District Cllr Clayton Hudson gave the following report Appendix 2

County Cllr Catherine Rowett gave the following report Appendix 3

No other parish participation as no parishioners in the meeting.

A question was asked on the width of local paths in urban areas such as Long Stratton and other areas and when these are cut back when overgrown.

The answer was that it is down to the relevant Town council to ensure they are kept in the correct manner by issuing a letter to keep them in order and if this is not done the County council can undertake the cutting back and bill the offending homeowners.

**5. Finance**

**5.1** To receive the balance of accounts and bank reconciliations for July and August 2023 attached as Appendix 4

**5.2** Receipts since the last meeting – None

**5.3** To note payments made since the last meeting

Precept Payment from SNDC      £10377.50

Vat refund from HMRC      £362.86

**5.4** To approve the following payments

Alan Arber	Salary – Sept	£488.58
Nick Sharp	Salary – Sept	£41.66
HMRC	Tax and NI June	£126.50
Royal British Legion	Poppy wreaths (sect 137)	£40.00
J M Crerar	Grass Cutting	£812.50
S Rix	Peppercorn Rent	£5.00

## **Proposed Cllr Alleguen-Porter Seconded Cllr l'Anson**

- 5.4 To note any payments after the agenda posted  
Lloyds bank for Credit Card Charge £3.00

The balance on the account at 1<sup>st</sup> October was £22462.31

The Chair signed the bank statement as a true record of the balance of the account at 1<sup>st</sup> October  
The balance after payments made at this meeting is £21,310.93

- 5.6 To Receive the budget for 2024-2025  
The clerk had done a lot of work on the budget and went through it with the councillors who all agreed it was a good budget and it is good practice to increase the precept each year. A decision will be taken in November on the budget.

## **6. Reports from The Clerk and Councillors**

- 6.1 The Clerk sent his report to all Councillors all agreed to accept Appendix 5.
- 6.2 To review and Update the Community Plan – Appendix 6  
This has been reviewed and updated with actions to be done
- 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 20 mph flashing signs were now in position and working well.  
No report received from Dudley Adshead yet this month
- 6.4. To receive details of Litter Picking on the Duke of Edinburgh Scheme  
The clerk had emailed the family for an update but no reply had been received as yet.
- 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. It was noted that a parishioner had also contacted Highways on this issue with no information on any works being scheduled in their reply to the parishioner
- 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 details of the 20-mph funding request  
The funding request had been submitted to County Councillor Catherine Rowett who had detailed this in her report and talks were ongoing with regards to our requirements and the need for us to be included in the scheme.
- 6.8 To agree to produce a community Newsletter  
It was agreed this needed to be produced asap and include all local groups and the proposed budget for all to see asap. Cllr Read will pick this up and get it written and sent to all councillors for agreement.
- 6.9 To agree a date for B4m IT training at the village hall  
No information has been forthcoming and as yet no date has been agreed as the company has not come back to us. Take off the agenda

## **7. Village Hall report –**

Cllr Read sent her report which detailed the following points  
Safeguarding training for existing training on Saturday 21/10  
Craft market was very successful with a good profit made  
Grant application made by the village hall committee and £900 was secured with an outside switch also  
TTJ still very successful and well attended  
Pizza van and pop-up evening was also very successful with over 16 people attending.

## 8. Planning

- a. To hear any Planning applications received and any after agenda was posted  
2023/2902 The Parish Council supports this application.  
2023/3125 The Parish Council supports this application with comments as agreed on keeping Hedges and trees already on the site  
2023/ 2974 The Parish Council makes no comment on this application but are worried on the increase of traffic movement onto the A140 and the worries on Nutrient Neutrality moving forward.
- b. To hear an update from the recent neighbourhood plan meeting with South Norfolk District Council  
No attendance as everyone was busy

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), Village sign repairs

The Chair commented that this had been dealt with earlier.

b). The following issues need reporting

The clerk commented that a parishioner brought up the issue of the verge damage caused by the Beet Lorries and has been reported to Highways

11. **Training –**

The Clerk has obtained Google Drive training costs and these are £320 face to face and £250 online up to a maximum of 6 people. It was agreed to undertake the

The clerk commented that he had attended the national conference and undertaken many workshops on Gov.com email addresses, Policing, Climate Emergency plans, Governance, Internal audits and many other items.

12 **Woodland Trust initiative**

The chair produced a village map to use to start the planning for this utilising the big map to start the project.

13 **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 for both sept and October

Clerks national Conference attended

NPTS autumn seminar Attended

Nalc autumn seminar attended

Christmas Tree Ordered

Website updated

Email sent to Catherine Rowett on the 20-mph zone

Damage to Verge on Mill Road reported

Highways work carried out

Google Drive training emails sent and costs received

Cock Crow report submitted

Pension Information all completed and sent in ready for October payment in November

Planning applications received on 2023/2902 2023/2974 and 2023/3125

Emails on electric charging points exchanged.

Church grant request received Monday 16/10 too late for Meeting added to November agenda

CIL payment information received for a payment of £170.20

Vat Refund Claim submitted for £362.86

Parish Council enrolled on new Gov.com email scheme

Email sent to Family regarding duke of Edinburgh scheme and need for an update

Peppercorn rent paid

Details sent to a surveyor on the playing field to get rough costing to look at our options  
Email from Nick to order Bird spikes which have been ordered  
Tivetshall school admissions policy received  
Emails sent to Norfolk County Council on the cessation of the border-hoppa scheme for the doctor's service  
Phone calls made to the parishioner to let them know we are doing our best on this  
Budget worked on for all councillors to see and emailed round  
Second Precept payment received  
Pension re-enrolment for the next three years has been completed and emailed to the Pensions team along with details of the clerk enrolment in the Local Government Pension scheme.  
Parish partnership funding submitted  
Bird Spikes for Nick ordered with Council Credit card

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

Gov uk email scheme  
Community newsletter  
Budget agreement  
20 mph Zone funding  
Christmas tree  
Church grant

**15. Date of Next Meeting**

Thursday 9<sup>th</sup> November Parish Meeting 2023 7.00 pm, Tivetshall Village Hall

Meeting closed at 20.21 pm

**Clr Delme Thompson**  
**Report for Tivetshall Parish Council October 2023.**

**Craft Fayre**

Congratulations to all involved in what seemed to be a highly successful event. It was very pleasing to see a good crowd of people present, and an interesting mix of stalls, many of whom had added to local promotions via their own social media channels.

**Business Awards**

Nominations are open for the 2024 awards, recognising businesses in both districts.

Businesses can nominate themselves for one or more awards in our 10 categories and request a marketing pack at [awards@southnorfolkandbroadland.gov.uk](mailto:awards@southnorfolkandbroadland.gov.uk) to encourage their customers to vote for them.

Members of the public can nominate and vote for their favourite 'Retailer of the Year' and 'Pub of the Year' and have the chance to win £100 of shopping and pub vouchers in our prize draws.

Full details on the SNC homepage.

**CityFibre**

I have received a general update from CityFibre, who won the Project Gigabit contract in June to bring gigabit-capable broadband to around 62,000 premises across Norfolk and surrounding areas.

They aim to complete survey work by the end of this year, and begin roll out in early 2024, with first connections expected to go live after this. Initial info suggest 5yr roll out. Residents and businesses will be able to choose from a range of internet service providers.

The latest project information, including an FAQ and a way for residents and businesses to register for updates, is available at [www.cityfibre.com/projectgigabitsnorfolk](http://www.cityfibre.com/projectgigabitsnorfolk). Feedback from County Councillors (who oversee internet projects in the area – not the district council), is that as and when CityFibre get going, they will run alongside County Broadband not instead of.

**Finance, Resource, Audit and Governance Committee, 22 September**

To optimise accountability and ensure diversity of thought, we recommended that Council appoint an independent person to the committee in addition to the current members. This will go before full council on 16 October.

**South Norfolk House in Long Stratton**

The deadline for submitting bids to purchase the premises has now passed. The officers and an independent reviewer are assessing all bids received, to determine whether each submission is genuinely proceedable, (reasonable proof of funds etc).

All those that meet the 'proceedable' criteria, will then be passed to councillors for review, prior to a final decision being taken at a full council meeting in the near future.

Kind Regards  
**Clr Delme Thompson**

Good evening, Chairman, Cllrs

My apologies I can't be with you in-person this evening. I am away on holiday. This report is issued as of 13<sup>th</sup> October 2023.

### **Sale of South Norfolk House – Long Stratton**

On Thursday 12<sup>th</sup> October, the full council agenda item due to be tabled and debated on the 16<sup>th</sup> October was pulled from the agenda. A further Extraordinary Council to discuss this will be scheduled. I understand the council received some late bids and these need to be analysed. I lost confidence in this process some time ago. It's clear some of my former colleagues (Cllrs) are doing everything in their power to ensure the community / community bidders in Long Stratton aren't bidding on level playing field. Quite frankly it stinks, the skulduggery & game playing now includes late bids. Seriously this is South Norfolk, however you would be forgiven if this was Russia / Iran or North Korea.

### **South Norfolk Village Cluster Housing Allocation Plan (VCHAP)**

The Submission of the VCHAP for independent examination was projected to take place in June/July 2023. However, two key issues arose in response to the publication of the plan that has meant this timetable was not achievable. These key issues were:

- One of the proposed allocation sites in the Regulation 19 is no longer considered deliverable, whilst a second is slightly reduced in capacity; and The Strategic Flood Risk Assessment (SFRA) which provides a key part of the evidence base for the VCHAP requires further work, following a change in national guidance.
- The loss of the site and reduction in size results in the need to allocate further sites to ensure the plan meets the minimum housing requirement of 1,200 homes as set out in the emerging GNLP. A further consultation on alternative sites should be undertaken ahead of publishing focused changes to the current pre-submission version of the Plan for comment.

The timetable for completing this additional stage of plan production is as follows

- Focussed Regulation 18 consultation on options for addressing the shortfall – January – March 2024;
- Focussed Regulation 19 publication for comments on the Council's preferred additional/amended site(s) – June/July 2024;
- Submission of the finalised Plan to the Secretary of State for Examination in Public – December 2024.

### **Long Stratton Bypass**

<https://www.edp24.co.uk/news/23818024.millions-borrowed-a140-long-stratton-bypass-work/>

South Norfolk Council will have to pay nearly £600,000 a year for each of the next 10 years in repayments and interest to borrow £4.5M to ensure the bypass is delivered before new homes are built.

See you in November

Best Wishes

Clayton

Clayton Hudson

Local Member for Beck Vale, Dickleburgh & Scole

South Norfolk Council

m: 07917 060239

e: [mail@claytonhudson.co.uk](mailto:mail@claytonhudson.co.uk)

web: [www.claytonhudson.co.uk](http://www.claytonhudson.co.uk)

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

## Councillor report October 2023, from Catherine Rowett

October 16<sup>th</sup> 2023**Highways and road safety:**

I have been busy working with Parishes and with the highways officer on schemes for improving things relating to roads and road safety. Some of these will be funded through the Parish Partnership scheme, from which you can get up to £25,000 contributed by NCC providing the Parish Council finds the funding to contribute half the costs. This scheme is for works that don't involve changes to any legal traffic order. Most urgent however has been work on the applications that I shall be making to the Road Safety Community Fund which is currently open to applications from this part of Norfolk. This one does allow us to apply to change Traffic Regulation Orders if our proposal meets the relevant criteria. I now have a spreadsheet of all the schemes that have been suggested, and I'm working with the Highways officer to see which ones are suitable for the RSCF scheme and how to make a convincing and effective case for them. We hope to have this work complete by the middle of October.

**September's Full Council meeting**

Full Council met on Tuesday 26<sup>th</sup> September. I spoke on a number of important motions, including one on coastal erosion, one on the nutrient neutrality regulations that (thankfully) the House of Lords voted to keep in place when the government suddenly proposed to scrap them, and one on ensuring that the County is not investing its money in fossil fuel assets that will lose value as we move to a carbon-free future. We also asked a number of searching questions to the Leader and Cabinet. I asked the Transport Cabinet member (Graham Plant) about the lack of rural bus services, and got a pretty unsatisfactory answer from which it appeared that only his wife ever travels by bus in his family. We also pressed the administration to ensure that they continue with insulation programmes to end the problem of cold homes, despite the government's latest betrayal of its net zero commitments. I got featured in the EDP when it ridiculed the answer given by the Council Leader in response to my quoting Feargal Sharkey on the importance of protecting our rivers from pollution.

**Long Stratton Bypass:**

The Long Stratton Bypass has now got planning permission from South Norfolk District Council. It includes huge numbers of new homes (I've heard it described as a housing estate rather than a bypass) and a new primary school. I requested a proper briefing on the scheme with the chief officer in charge of the scheme, in the hope of understanding the details of how it will affect access into and out of Long Stratton, and also how it will affect cyclists, businesses in Long Stratton who rely on passing trade, and bus routes. I'm having an on site visit to see where it is supposed to connect with the old road, and what route it will take across unspoiled land, next week. I would be interested to hear the views of West Depwade residents and parish councils.

**Buses and active travel**

I'm continuing to push for choices for everyone, so that life without a car remains an option for everyone, young and old, and ideally a really convenient option since active modes of travel have been shown to massively improve community life and a sense of belonging and knowing your neighbours. Having been taken aback in September to find a council web page that implied that the Flexibus still existed in South Norfolk, I now find that this was not true, and that it has indeed been withdrawn, and so has the Border Hoppa service. This leaves many residents with no solution for the trips they used to do, since even where there is a bus to/from the village, it often goes at times that are not really compatible with appointments or even a half day shopping trip. It seems to coincide with a general sense that the cabinet member for highways and transport is promoting car travel to the exclusion of all other modes of transport. The Council does run a car scheme with volunteer drivers, [http://www.norfolk.gov.uk/transport/transport\\_public\\_transport/travel/norfolk-car-scheme](http://www.norfolk.gov.uk/transport/transport_public_transport/travel/norfolk-car-scheme) but the eligibility criteria make it look as if almost no one would qualify for help.

The County Council has launched a new website that enables you to check for any journey you need to make whether there is a suitable way to get there by bus, train, bicycle, walking, or some combination of these things, and compares the time, cost and carbon footprint of each mode of travel, including car travel, so that you can see if there is a better/quicker/cheaper or less damaging way to get to the place you need to go. It's interesting, though rather depressing when I ask it for public transport routes to the villages in my County division! Fun to play with and could be very interesting for children at the school to investigate the carbon footprint of their journeys and to work out how to manage them without emitting so much planet-killing stuff. Find it here: [Journey Planner - Travel Norfolk](#).

**Infrastructure and Development Committee**

I attended a meeting on the morning of Wednesday 13<sup>th</sup> September, with several items of important business including (among other things) the first tranche of Norfolk County Council's Climate Action Plan, and the new Walking, wheeling and cycling strategy (which is good in general, but I was not satisfied with the fact that it fails to

address the issue of speed limits and other measures to make walking and cycling safe in the country lanes). I hope to bring a motion to council to bring us into line with other councils that have a much better policy regarding rural speed limits, and will be interested in the response given that most of my parishes are keen to see reductions in speeds in their villages, and to be able to walk dogs and ride bicycles. I'm alarmed that the government seems determined to eliminate 20 mph limits, even though they have been shown to vastly reduce the risks of fatalities and sever injuries in road accidents-as well as reducing the risk of the accident occurring in the first place. I hope to prepare this motion for the December Council meeting.

### People and Communities

On Friday 15<sup>th</sup> September I attended the People and Communities Select committee (substituting for a colleague who is on holiday) where we considered new strategies relating to Special Educational Needs provision for children, and also the "Integrated winter plan (health and wellbeing)" which is the Council's plan for how to manage resources over the winter and ensure that there are hospital beds and safe places for people to be discharged to etc. This latter document was very vague and lacking in detail, and the risk assessment was, in my view, wholly inadequate. The final item of business was on Children's Social Care, which is a new strategy to ensure that children who need intervention are raised in a family setting if at all possible.

### County Council budget

The scrutiny committee 10am on Wednesday 18 October will scrutinise the proposed budget. The report to be considered says NCC faces a "significant challenge" to develop a budget for 2024/2025 given yet more expected cuts in what we get from government. A shortfall of £46 million is predicted. A 4.99% increase on council tax is proposed. There will be public consultation during the Autumn. Further details and a link to the report available [here](#).

### Contact me

You can contact me on [catherine.rowett@norfolk.gov.uk](mailto:catherine.rowett@norfolk.gov.uk) for Council-related business, and I look forward to helping with a range of issues that people have already brought to my attention. I'm always delighted to attend award ceremonies, events, centenaries, lectures, exhibitions, conferences, debates, litter picking parties, campaign events and protests, so don't hesitate to add me to your mailing lists! I also have a facebook page which includes updates on what I am working on, posts about events and opportunities relevant to residents, and a place where you can comment and leave your views on things I want to ask you about. The link is [here](#).

### Other County Council news

A few items to mention from the County Council more generally:

#### Preventing floods

Small, simple steps that ensure water can drain away from your home can cut down the likelihood of flooding: e.g. keeping drains, ditches, and watercourses clear. Many ditches and watercourses will benefit from clearing branches, and cutting back new undergrowth. Early autumn is a good moment for property owners to put in a little work to keep their properties safe. Outside the home, if you spot any blocked or broken drains on Norfolk's highways you can report it via [www.norfolk.gov.uk/flooding](http://www.norfolk.gov.uk/flooding), allowing Norfolk's Highways Team to clear them and keep our roads open. More information [here](#).

#### Stop smoking in October? The Stoptober Campaign

Public Health at Norfolk County Council is urging smokers to quit this October, using the tools and support available via Smokefree Norfolk. The first step is to go to the Ready to Change website where you can find out more about your smoking behaviours and get help from "Smokefree Norfolk". More information at [www.readytochange.co.uk](http://www.readytochange.co.uk)

#### Recruiting foster parents

The Council (in collaboration with other councils) has launched a new film to encourage people to consider becoming foster parents, to help ensure that all children in care get the best possible chances in life. Information about becoming a foster carer in Norfolk and a link to the film can be found [here](#).

#### Household Support Fund winter support

Norfolk County Council is receiving £13.4m from central government, to which it is adding £400,000 of its own for support measures to meet the needs of vulnerable households over the winter. All of Norfolk's libraries will be offering free winter support items until the end of March 2024 (while stocks last). Find out more about help from the Household Support fund [here](#).

Catherine Rowett

16<sup>th</sup> October 2023



**Summary of Financial Position**

Bank Reconciliation @ 1st October 2023

Bank balance - Unity			£22,462.31
Less unpresented cheques			
Total			
Cash book			£22,462.31
Payments made at the last meeting			2,952.68
Payments made since the last meeting			
	Total		
Receipts since the last meeting			
		Parish Precept	£ 10,377.50
		HMRC Refund	£ 362.86
	Total		
Payments to be agreed at this meeting			£ 10,740.36

19/10/2023 Nick Sharp	Handyman Salary and expenses Sept	Bacs	41.66	
19/10/2023 Alan Arber	Clerks salary and expenses Sept	Bacs	488.58	
19/10/2023 HMRC	Tax and NI	Bacs	126.20	
19/10/2023 J M Crerar	Grass Cutting	Bacs	812.50	
19/10/2023 S Rix	Peppercorn rent	Bacs	5.00	
19/10/2023 Royal British legion	Poppy wreaths Sect 137	Bacs	£ 40.00	
			1,513.94	£21,311.23 21,311.23

Represented as:

Neighbourhood Plan - Locality	-	45.02
Neighbourhood Plan - SNC		1,613.65
Covid Grant		149.79
CIL		133.83
General Reserves		19,458.98
VAT reclaimed		362.86
Vat to be reclaimed		6.67

Tivetshall Parish Council

### Clerks Report

With the council now back to meeting every month it's been busy time.

Our last meeting was very productive and it was great to see all our County and district councillors attending and playing a very active part in the meeting.

Firstly, it was pleasing that I will be staying on as your Parish clerk for the next 5 years after reaching an agreement with all the councillors regarding a pension and their kindness is brilliant.

We have a good team that is led by our amazing Chairman Robert Alleguen-Porter and very well backed up by all the councillors.

For me this is imperative knowing I can do my job and serve you all as parishioners with the backup of the team.

You will notice now the flashing 20 mph school signs are working and we are looking at utilising the Parish partnership scheme to put a further flashing sign that will be sited at the start of school road as you come down star lane making the area a 20mph zone at school times. We are also working with our County Councillor to improve signage and make the area around the village Green, school and Village Hall a 20-mph zone via the new road safety grant scheme that we can apply for.

We are still working to get an answer from the land owners of the playing field regarding a new lease that would allow us to access grants to make the area better but as yet we struggle to get a reply from our emails.

I have been working on the parish budget and hopefully we will be in a position to share this with you all once our tax base is known and the parish clerks pay rise from the government is finally concluded. I am not in the union but this took over 9 months last year to agree which can put all our budgets out and for me this is not acceptable for unions to undertake this on my behalf as I would just like to know asap allowing the budget to be finalised earlier.

We have added new items to our community plan and as we work through them, I will bring you more information along with a new community newsletter that we hope to produce 4 times a year.

I will be attending the TTJ as normal and look forward to seeing you all at this wonderful village event and cannot thank the volunteers that run this enough. It's such a delight

Finally, I will be attending the clerks national conference from 10<sup>th</sup> to 12<sup>th</sup> October and hopefully bring that latest information that is shared at this wonderful event to you all.

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](mailto: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 has finished 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	New Sam machine working well	Ongoing with reports submitted at Parish council meetings	Dudley Adshead/ Clerk	Ongoing Speed checks undertaken
		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	Email to be sent to Martin Wilby on this issue ASAP	Clerk/ Carole	Ongoing
		Speed monitoring by police requested along Station Road. Clerk is submitting the reports to The Police.  20 mph zone funding being discussed with County councillor Catherine Rowett	Pressure to be kept on highways on this issue and to ensure all accidents are reported to Highways.	Clerk	Ongoing
Playing Field	Playing Field lease expires in 2022, PC not able to plan longer term.  Secure Ownership of playing field	PC to discuss with landowner and identify whether a new lease is likely to be agreed. 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 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. Clerk to look at the cutting of the goalposts and nets to ensure they are secure. Delme mentioned on the possibility of getting the field valued via Pride in Place Grant	Initial contact made with landowner.  Keep contact going  John and others to help with date to be fixed  3 quotes are needed.	RA-P  Clerk  Clerk and helpers  Clerk	Ongoing  Ongoing  As soon as Possible  As soon as Possible

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	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. A discussion was had on the possibility of adding an extra one once the verges had been cut	Ongoing	AR/SI	Ongoing
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.	Nick is working through the list The Clerk has given him  Need new prices for materials	Nick/ Clerk  Nick	Ongoing  Ongoing
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. 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 to actioned	Clerk  Clerk	Ongoing  Done

Signed ..... Chairman