



**TIVETSHALL PARISH COUNCIL**  
**Minutes of Tivetshall Annual Parish Council Meeting**  
**held at The Village Hall Tivetshall**  
**on Thursday 11<sup>th</sup> May 2023 at 6.35pm**

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

**Present:** Councillors – Alyson Read (Chair), Julie Brown, Sandra I’Anson, Carole Youngs, Steve West and One member of the public in attendance.

**Also Present:**

Apologies received from: County Cllr Alison Thomas and District Councillors Clayton Hudson and Delme Thomson

1. The Chair of the Parish Council, Cllr Read welcome everyone to the meeting. The minutes of the meeting held on 12<sup>th</sup> May 2021 were approved.
2. The Clerk read a written report sent by County Councillor Alison Thomas. Full report Attached as Appendix A.
3. District Councillor Clayton Hudson did not submit a report:  
No Report.
4. Parish Cllr Rob Alleguen-Porter gave his Chair Report – noting:  
Full report Attached as Appendix B.
5. The Alyson Read then read out the Clerk’s report.  
Full report as Appendix C.
6. To receive reports from Village Organisations:  
**Archbishop Sancroft High School – Chair read out report.** No report  
**St Mary’s Charity Townlands and Fuel Allotment presented by Claire Kirby – Full report attached as Appendix D.**  
Paul Playford then clarified the issues and that the £10,000 is locked and we can only use the interest and the trustees may be resigning handing the management of the fund to the Charity Commission and only stands for the Tivetshall St Mary residents. They pay out approx. £160 per quarter to 2 residents. A question was raised on the lump sum and Paul Playford Clarified this to the meeting but the situation is worrying with all trustees resigning could this money get lost which again is a worry. The Charity Commission need to unlock this asap. The monies came from selling the land to the Old Ram for £10,000.  
Village Hall presented by Alyson Read.  
David Parsons has resigned during the later part of the summer and A new parishioner joined the team but we still rely heavily on our volunteers especially at TTJ where our volunteers Denise Leonard, Aubrey Pye, Sue Fletcher and Eve van Eagan and without their valuable help we could not continue the TTJ.

The Village Hall has run various events such as a craft fair which raised £900, a music night that was well attended and the group did charge us half price due to it being a charity event.

Steve West and Sue Fletcher ran the coronation event walks that were well received and the coronation event was a great success and thanks to everyone who helped.

The village hall funds are the same as last year and as such we are keeping the hire funds the same but the cost-of-living issues have meant some groups gave reduced their bookings and we need to keep on top of this. It was hoped to have a football team back but no changing rooms meant we could not due to league requirements.

We will be holding events during the year, such as a craft fair in Oct, a summer event in 2023 and hopefully next year with a big event on the playing field with more information to follow.

We did receive grants via District councillor Clayton Hudson and these would be used to purchase Insect Killer x2, Fly Screen for the back door and a blind for the serving hatch and we thank clayton for this

**Parochial Church Council was read out by the Chair** – Full report attached as Appendix E.

**Friends of St Mary's** - Full report attached as Appendix F.

#### 7. Parishioners Forum and Questions

The parish council are volunteers and they are appreciated at all time

Neighbourhood plan did not mention that the main road across Semer Lane near the Old Ram along with Cyclists and walkers with no footway put in around this area. It was asked that we put this on the agenda for June with the long Stratton bypass with new homes meaning it will see more traffic in the area. The hedgerow grows into the carriage way and these are dangerous and the hedgerow on the east side The clerk will access the hedge trimming asap

The playing field is on a 25 lease and in 2002 Mr K Gill gave the village car park as freehold and to expand to 20 metres into the playing field and the history is that the freehold and the charity commission in 1989 would not allow it to go from Freehold to leasehold and soon the act was changed to allow it to be overturned. A question was asked on whether we speak to the sisters and we have been liaising on this over many months and via emails and asked planning at SNDC on whether they could build on that and they commented that they doubted that they could due to it being play land. Every moth we send emails to the sisters on this to get a new lease or even buy the land but no response has been received. Peppercorn rent still is paid and it's a worry that the if the play equipment was damaged or unrepairable, we would be unable to get this done due to the restrictions of no lease. There are family issue and the parish council is in a difficult situation at present at this with the landowners making the final decision. A rolling lease has been requested from us but again no reply has been forthcoming. There is a worry that if we go in too heavy with solicitors the landowners could shut down our access to the playing field straight away.

Meeting closed at 7.25pm

COUNTY COUNCIL ANNUAL PARISH REPORT 2022/23

A sad situation to find myself in having to write an annual report on behalf of my dear friend and colleague Barry Duffin. Out of respect for Barry's family no announcements will be made regarding the by-election until after his funeral. Barry was highly respected and worked hard for his communities and will be missed by many

We have recently had a change of leadership as Andrew Proctor our Leader had to step away from his role due to ill health.

Cllr Kay Mason Bilig has been elected as Leader and there are consequently some changes in those holding senior roles.

After a challenging budget setting process in February focus is moving swiftly on to next years finances.

Adult Social Care continues to be the department with the highest spending which amounts to over £1m per day!

Health and social care integration is progressing but is yet to deliver the big changes that will be required to sustain services in the future.

The ICB (integrated care board) replaced the old CCGs and their recent consultation regarding the Norwich Walk in Centre will be carefully scrutinised by Norfolk Health Scrutiny with a desire expressed by many that it should remain open.

Many practices in South Norfolk refer patients to the centre if there are no GP appointments available so it is essential the service remains open and accessible to all.

It is pleasing that the Long Stratton Bypass has secured planning permission and the project is now moving forward to the shortlisting and eventual awarding of a contract for construction.

The scheme is due to commence in April 2024 and complete by the autumn of 2025.

The Council is still in dialogue with the government on a possible devolving of powers and funds to Norfolk known as a County Deal.

The current proposal would require a directly elected Leader (often referred to as a mayor or DEL) for Norfolk. The results of the recent public consultation are yet to be published.

The Council would be required to make a decision later this year to proceed to the new model of governance (or not) allowing a DEL to be elected in May 2024.

It is hoped that there is still opportunity to improve the current offer to Norfolk and negotiations with government continue.

It is a challenging time for Schools with the current series of Teachers strikes. It is most important that if possible at least those students who are taking exams are still able to attend fully.

Our highways department continues to be very busy.

This is the time of year that resurfacing schemes will be carried out causing potential disruption. Local communities will be notified individually if roads near them are impacted.

**Id like to finish by congratulating those of you who have been elected to serve your communities and to thank you for the invaluable work you do.**

**Alison (Thomas)**

## PARISH COUNCIL REPORT for the ANNUAL PARISH MEETING 2023

A very warm welcome to you all. To The Annual Parish Meeting called by Tivetshall Parish Council.

Since the last Annual Parish Meeting in 2022 we have:

We have successfully completed our Neighbourhood plan, which is a set of policies that has been driven by our community on we want planning and development of our village is completed. I just want to take this opportunity to say a huge thank you to all on the Steering group as I know it was quite a task.

The Pond area on the green has gone through a complete overhaul with a new deck and all the overgrown hedging and tree cut back which has allowed us to replace and add benching for those to enjoy. We also took the decision to add gates to the entrances to the pond area to improve safety of this area. I would like to thank Simpsons Maltings and our late County Councillor Barry Duffin for their generous donations and support in completing this project. This meant we only had to spend £1000 out of our precept.

The playfield's Lease ran out on the 6th April 2022. We continually have approached the landowners to seek their intentions, and to look at negotiating a new lease or purchasing the land out right. But we have had little to no response. It is the PC's view that we will continue to use the field as per the lease terms while continuing to try and engage with the land owners until we hear otherwise.

Our Late Queen's Platinum Jubilee was very well received with a planting of a new tree on the green as part of the Queens Canopy and a traditional afternoon tea held at the village hall

Community Car scheme - We as a Parish Council are very keen to find someone to take it over so if you have some time and a vehicle please contact us.

The Quarterly Litter Picks have been well supported throughout the year. I would like to thank everyone who has taken part and especially to Councillor Read for her commitment and organisation of these events.

We continue to receive emails from parishioners in relation to speeding and all of these are passed onto our local police teams along with all the data from the

SAM2 machine. We have been successful in reducing the area around the School, The Village Green and the playfield down to 20mph. This will be in place in the coming months with new signage. We are continually monitoring Station Road and again ask parishioners to email us and if possible pictures of accidents that occur on this road so we can send them to the police and highways to help build a case to get the speed limit reduced.

I would like to thank The Village Hall Management team for their continued hard work in particular regarding for not only putting on various events when allowed, The 'T T Junction' coffee mornings which are a great success and are very well supported, but also further enhancing the look, feel and what's on offer at the hall for its hirers.

It was with sadness that over Easter this year our County Councillor Barry Duffin passed away following an accident at home. Cllr Duffin even in his short tenure of being our county councillor helped us and supported us greatly in our projects and will be missed dearly.

We are fortunate to have our District Councillors Martin Wilby, Clayton Hudson and our late County Councillor Barry Duffin, who readily come to most of our meetings armed with vital information and answering questions we may have for them. They are always quick to respond and we would like to thank them all.

We seem to be fortunate that crime levels are virtually non-existent within the Tivetshalls, but it does not mean we should take our finger off the button at any time. We suggest that all residents stay vigilant and if there is something that you are concerned about .... always contact the police.

This year we welcomed one new councillor to our team, Steve West. Steve brings a wealth of knowledge regarding the village along with enthusiasm and a commitment to help shape and enhance our village. I also would like to take this opportunity to thank all our councillors who readily give up their time for free to help shape and drive our community forward. I can't thank you enough for your ideas, support and commitment.

Handy man, Nick Sharpe. - Thank You!! All those little jobs around the village that have needed to be done for some time are now either completed or well underway. Also thank you for all those other little things you notice and just sort them out.

Our Clerk Alan. Continues to be our drive, passion and wealth of knowledge. Your support to me as chair has been exceptional and much needed. I can't thank you enough. If any parishioner would like to meet Alan to ask a question or just see what is involved running a parish council you can always contact him or find him at TTJ.

To finish up, we continue to need new Councillors to join us. Please give a thought to what happens in our village of Tivetshall. Defibrillator checks do not just happen. Planning issues do not just happen, neither does Community plans, Highway issues, Playground inspections or bus shelter cleaning.

Everyone here brings something different to the table. We need ideally another Councillor. If you are a resident or work within the village that can help please contact anyone of us for a quick chat or just come along to one of our 10 meetings per year.

Thank you all for coming here this evening, we are very grateful for your attendance and we look forward to see you all around our village.

This concludes my report for 2023

By Cllr Robert Alleguen-Porter, Chair of Tivetshall Parish Council

Tivetshall Parish Council

### Clerks Report

With the year end approaching and all the work entailed to get this done for the parish Council to meet the deadlines required by the Transparency code I am pleased to say this has been done and the final paperwork will be signed off at the may annual parish council meeting on the 11<sup>th</sup> May. Everyone is welcome to attend both meetings on the evening.

It is now time to reflect on the year and the events, projects, and other areas we have worked on.

It is pleasing to report that the pond project has been completed with the help of the grants received from The McCreath Trust, Community Action Fund and with the help of our dearly departed County Councillor Barry Duffin and District Councillor Clayton Hudson. Their help was invaluable in assisting us to get the necessary grants to allow us to complete the project so quickly. We must also thank our contractors Garden Landscape services who did such an amazing job on the project. If you have not seen it yet, please go and have a good look it is a wonderful space.

The next set of good news is we now own and run our own speed awareness machine after utilising the parish partnership scheme to purchase our own one and get a payment from Burston and Shimpling Parish Council for them to own our old one outright. Dudley Adshead runs the SAM machine and reports monthly to me so brilliantly and this information is then recorded on the Parish council website for all to see plus sent to the police for their attention too. We cannot thank Dudley Adshead enough for all his work on this as it is invaluable.

It also pleasing to announce that we have secured the funding for the school area to become a 20-mph zone with flashing speed signs for the early part when school opens and when school closes plus lunchtimes should they be required to be used. This should enhance the area and it is hoped that more funding will be accessed to turn the whole area around the village green up to the street into a 20-mph zone.

The warm space initiative has now finished and the report on this has been submitted with the grant funding agencies very happy with how it was run and how the monies were spent to benefit not only our parishioners but also the village hall too.

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.

I look forward to the coming year and hope to see many of you at TTJ but if you have any issues email me on the email address below and I will deal with this asap.

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 will soon install the new commemorative bench at the village hall to mark the Kings Coronation, 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.



Appendix

**Saints Yard and Fuel Allotment  
Charity No: 213141**

**Report for Annual Parish Meeting of  
Tivetshall Parish Council**

**11<sup>th</sup> May 2023**

The Trustees send apologies for their non-attendance.

The charity continues to support Life-Lines to 2 Parishioners.

You may recall at the last APM it was explained the problem the Trustees were having with the Charity Commission granting permission to access the funds in the Permanent Endowment Account.

On speaking to an advisor 2 years ago we were told that it would probably “**should be all right**” to access the account if we gave them full notice.

The Trustees are not willing to access the funds on a “**should be all right**” basis given the many rules stating Permanent Endowment funds cannot be accessed hence requesting written confirmation again.

Unfortunately, there has been no response from the Charity Commission despite reminders being sent.

The next payment for Life-Lines is due on 2<sup>nd</sup> July and there are not enough funds to cover this.

The Trustees have now written to the Charity Commission again requesting the same and have made them aware that there are not enough funds to continue paying for Life-Lines after July.

We have stated that unless we hear by 16<sup>th</sup> June we will consider our position untenable and question whether there is any purpose in continuing.

We are hopeful that this will elicit a response and we can then use funds for the benefit of parishioners in Tivetshall St Mary.

Saffron Housing Trust and our 2 Parishioners have been made aware.

We can confirm funds of £70.08 in the current account and £10,051.03 in the Permanent Endowment account.

We will of course keep the Parish Council informed.

Yours faithfully'

Claire Kirby for and on behalf of Paul Playford MBE and Paul K Dack.

**The Friends of St Mary's Church, Tivetshall**

**Annual Report – 11<sup>th</sup> May 2023**

The ruin of Saint Mary's and its Churchyard continues to receive many visitors who enjoy this very special place and the wildlife which live there.

This year there was an abundance of snowdrops which continued to flower throughout January and into February. Daffodils and Bluebells have also been in full bloom.

Many species enjoy the safety and ambience of St Mary's Ruin.

The Armistice Day service was held at the WW1 Memorial on 11<sup>th</sup> November which was attended by The British Legion, children from Tivetshall School and Parishioners. The children made some lovely wreaths.

We are so grateful to Paul Dack who works tirelessly to keep the Churchyard neat and tidy which in turn allows the wild flowers to flourish.

Many thanks to the volunteers who help us look after St Mary's Ruin which is an asset to our village.

Our funds stand at £251.72

**Maggie Rowan**

**Maureen Drury**

**Claire Kirby**

# **Tivetshall St. Margaret with St. Mary PCC 2022 Report**

## **Review of the Year**

As the need for social distancing ended with the removal of Covid restrictions, life was able to return to almost pre pandemic 'normality'. Quarterly PCC meetings were held at the home of Peter and Maggie Rowan, and we are grateful to them for their hospitality. In addition, the annual PCC meeting was held in the Church in May 2022.

We were sad to say goodbye to the Rector, Tony Billett on his retirement even after such a short period as our Rector he is sadly missed. We are grateful to our Vicar John Cruse and his team for their fantastic efforts in keeping everything running smoothly, albeit with a limited number of services, whilst a replacement is sought and appointed.

The Church remained open for private personal prayer and monthly services were held in the church. Sadly, there were 2 burials / funerals / interment of ashes during the year.

The sale of crafts and plants contributed to fund raising efforts during the summer. We are grateful to Maggie Rowan for her role in this activity. We were also pleased to receive a grant towards churchyard maintenance from the Parish Council. We continue to be grateful for all financial support in helping to secure the future of this important historic building in the parish.

In November Remembrance events took place at the War memorials at both St Mary's and St Margaret's.

A Carol Service was held by candlelight in December and a Christmas tree was placed in the church, although slightly fewer memory messages than in previous years the tree still proved a useful focus at Christmas for those who have lost loved ones.

## **Church Fabric and Maintenance**

With the financial constraints caused by a diminishing congregation and the cost of living crisis being felt by all areas of society, the limited maintenance of the Church, the churchyard and St Mary's which could be funded, was carried out by a small team of volunteers. We are grateful to them for their continued support. There are plans to complete vital drainage work highlighted in the Quinquennial Review early in 2023, largely funded by grants.

We also wish to record thanks to the small group of volunteers who help with flower arranging, cleaning and day to day maintenance tasks.

Many challenges, not least financial, will again face us in 2023 but we are grateful for the many blessings we enjoy and know that with faith we will be able to meet those challenges 'head on'.