



3TIVETSHALL PARISH COUNCIL
Minutes of Tivetshall Parish Council Meeting
held at The Village Hall Tivetshall
on Thursday 14th July 2022 at 7.00 pm

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

Present: Councillors - Alyson Read (Chair), Sandra I'Anson, David Parsons, Carole Youngs.

Also Present: District Councillor Clayton Hudson

1. Apologies for absence

Chair rob Alleguen- Porter, Councillor Julie Brown, District Councillor Martin Wilby, County Councillor Barry Duffin All agreed to accept

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

Cllrs Parsons and Read declared themselves as Trustees of the Village Hall.

Cllr I'Anson for 2 planning applications

Cllr Read for a payment

All agreed to accept

3. Minutes

3.1 Minutes of the Meeting Held on 9th June 2022

It was agreed by all to approve the minutes of the meeting held on 9th June 2022

Proposed Councillor I'Anson Seconded Councillor Parsons

3.2 Matters arising 9th June 2022 meeting (information only)

None.

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

District Councillor Martin Wilby sent his report that the clerk read out and is attached as **Appendix 1**

District Councillor Clayton Hudson gave the following report

Thanked all Volunteers for their work around the Jubilee and other events

The Pylons consultation is closed and the clerk commented that the council had also made a report and submitted this to the consultation

Community Action Fund for projects is open for applications and if we have a scheme, we can apply for this. It was noted its good to ask for a third of the project costs.

Clayton also commented that he had still got some money for his members ward grant and the village hall is allowed to apply for some of this funding.

SNDC will be selling Swan Lane Building and moving to Broadland Business Park to a building for both Broadland DC and SNDC

5. Finance

5.1 To receive the balance of accounts and bank reconciliations attached as **Appendix 2**

5.2 Receipts since the last meeting – Burston and Shimpling PC £859.75

5.3 To note payments made since the last meeting -Groundwork £2347.30

Unity Trust £18.00

5.4 To approve the following payments:

Alan Arber	Salary – June	£432.05
Nick Sharp	Salary – June	£54.77
NPTS	Planning Training	£88.00
HMRC	Tax and NI	£113.00
A Read	Councillor Expenses	£51.35
Tharston and Hapton PC	Clerks shared training costs	£125.00
Play Safety Company	Annual Play Area Inspection	£117.60
Proposed Cllr Read	Seconded Cllr I’Anson	

The balance on the account at 31st of May 2022 was £20,738.61

The clerk reported that he had submitted a VAT refund for £836.17 and this should come in by the start of the next meeting

5.5 To agree any payment received after agenda posted:

Westcotec	New Sam machine plus posts and brackets	£4372.80
J M Crerar	Grass Cutting	£772.50

Proposed Cllr Parsons **Seconded Cllr I’Anson**

5.6 To receive the Internal Control Report

All councillors had a copy of this and Councillor Parsons was thanked for his work on this

Proposed Cllr Youngs **Seconded Cllr I’Anson**

5.7 To agree to adopt the financial Risk assessment

Proposed Cllr Young **seconded Cllr Parsons**

6. Reports from the Clerk and Councillors

6.1 The Clerk sent his report to all councillors [Appendix 3](#).

6.2 To review and Update the Community Plan – The clerk to update actions.

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 – Councillor I’Anson gave a breakdown of the recent meeting with Adam Mayo (highways engineer) Martin Wilby (district councillor) and Barry Duffin (county councillor) along with The Parish Clerk and councillors Read and I’Anson and 2 parishioners. It was disappointing that we were unable to get an agreement for the speed on Station Road to be reduced but understand the reasons but the highways engineer will look at the various options he can utilise and report back to the council including increased signage. It was heartening to see that we would be able to install 20 mph signs for the school with help via the parish partnership (the clerk is working on this) and also extra signage in conjunction with Highways plus also the highways team would look at a funding scheme for this area under the new Road Safety Community Fund Project in 2023-2024. To help with the 20 mph signs Barry Duffin agreed to fund half the costs from his highways budget.

6.4 – The Clerk had updated attended Operation London Bridge Training and gave the council a short resume of this and why we needed it. The clerk also produced an Operation London Bridge Policy and it was agreed to adopt this.

Proposed. Cllr Parsons **Seconded Cllr Young**

6.5 - To receive a report on Shaping the Future Seminar

The clerk reported that he had attended this seminar at SNDC and produced a hand out for all councillors to take away and look at. The clerk also commented that he had registered the council’s interest in free electric charging points for the village hall and will report more on this once the scheme starts

6.6 - The Clerk had updated all Parish Policies. It was proposed to accept on bulk

Proposed. Cllr I'Anson Seconded Cllr Parsons

6.7 To receive a report regarding the St Margaret's Church Meeting

The meeting will take place on Thursday 15th July

6.8 To agree dates for September Litter Pick

4th September and Cllr I'Anson will take this on board and do a new design for the next litter pick

6.9 To discuss the CPRE donation

It was agreed to defer this to the next meeting and a decision could be made once the new precept is received.

7. Village Hall report -

The Village Hall report was emailed to all councillors by Councillor Read and attached as

Appendix 4

7.1 Neighbourhood Plan Report – This was emailed to all councillors by Councillor Read and attached as **Appendix 5**

a. Finance

The grant application is moving forward and should be submitted and is around £2000 and if we are unsuccessful we still have monies left in SNDC fund. Referendum should be in the Autumn. Grant monies left over has been resubmitted back to groundworks

8. Planning

8.1 To hear any Planning applications received and any after agenda was posted

8.2. **Councillor I'Anson left the meeting whilst the following 2 planning applications were discussed.**

2022/1288 Mardle Hall Application supported

2022/1126 Mardle Hall Application Supported

Councillor I'Anson returned to the meeting

2022/1194 Malt House. No comments from The Parish council

8.3. Planning applications determined by SNDC since last meeting - No applications received

8.4 Planning Enforcement issues – The clerk reported that he had heard nothing from the planning officer on the process applied during the investigation process of the new access at Red House Farm, Ram Lane 2022/0188 and was still awaiting a reply

9. Highways Spreadsheet – Spreadsheet was reviewed of outstanding issues and issues with two locations for the rangers to attend too and the clerk to report asap

10. Training – The clerk is booked on the National SLCC seminar with all his councils paying a quarter of the costs each. No further training is booked but the clerk is looking at GDPR training for the whole Council and awaiting dates

11. Correspondence

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

Shaping the future together meeting. Clerk and Chair booked on this

Planning application 2022/1288

Planning application 2022/1194

Planning application 2022/1126

Emails regarding Parish Partnership and Applying

Emails regarding meeting with highways and district and county councillors on Station Road and the green issues

VAT return submitted

RoSPA Play Inspection undertaken and report will be forwarded to the handyman for his attention.

Email from a Parishioner on the speeding issues with station Road
Cockrow submission sent

Notification that our Parish Partnership monies are in the bank both sets
Ranger's workbook to be done and sent in with relevant works

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

Photos of the parish team

Community Action Norfolk to be looked at in September

CPRE

Poppy Wreaths

13. Date of Next Meeting

Thursday 8th September 7.00 pm, Tivetshall Village Hall

Meeting closed at 19.59 pm

DRAFT