



TIVESHALL PARISH COUNCIL

Clerk's Report

November 2020

Actions Arising from the Minutes of the October 2020 PC meeting

The items below relate to the actions and decisions made at the meeting of Tivetshall Parish Council on 14th October and activities between then and the October 2020 PC meeting.

Item 3.1 – The approved minutes for the 9th Sept 2020 PC meeting were published on the PC website and the original was retained on file. Copies have also been left in the village Post Office.

Item 5.3 – The clerk has prepared and submitted an article for the Cockcrow.

Item 6 – The Clerk has been successful in winning a bursary of £200.00 towards her CiLCA training.

Item 7 – The Clerk has obtained the name of recommended supplier for Perspex screening from SNC

Item 10 – The Clerk has received a response from Emma Harrison confirming the following; South Norfolk say that the recreation ground is outside the development boundary so protected as being in the countryside. Also, that the Pitch Strategy is being updated. After speaking with NALC it may a better option to explore other sites for the Allotments

Item 11 – Clerk has made enquiries about a delay in purchasing the Parish Gates, reply from NCC advising that under the current circumstances the funding can be carried over to March 2022

Item 14 – The Clerk has confirmed the purchase of 2 wreathes which were delivered to the Post office, a cheque donation has been sent.

Item 17 – The Clerk has asked the Handyman to look at the football nets and ascertain what work needs doing.

Other Activities Undertaken

Draft Minutes – The draft minutes of the PC meeting which took place on 14th October were circulated to councillors for comment prior to being published online.

October Salary – The Clerk made arrangements for the payment of the October salary and associated PAYE for both herself and the handyman.

Neighbourhood Plan – The Clerk has to complete 2 further funding bids (no money required) for
1) Design Codes. 2) Housing Needs Assessment. Also cancelled the Parish online trial period prior to monies being taken.

Rough Sleeper Count – Clerk has confirmed with SNC that there were no known rough sleepers in the parish on Nov 4/5th



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Christmas Tree – Clerk has confirmed with the supplier that the tree trunk will be trimmed to size and collected w/b 23rd Nov tbc.

Grass Cutting – The clerk confirmed with Danny Crerar that he is now able to cut the area on the green where the wild orchids grow

Scam – Clerk advised the Chair that she had received a scam email on her behalf

Fly Tipping – The clerk was contacted by a parishioner regarding 2 incidents of fly tipping, SNC were contacted and the waste was removed the following day by SNC who confirmed their attendance by email.

Zoom – The clerk has signed up to Zoom on behalf of the Parish Council in order to carry out the business during “Lockdown 2”

Preparation for the November PC meeting –The Clerk prepared the agenda for November and agreed the matters to be covered with the Chair. Associated documents have been circulated to councillors for prior consideration. The agenda has been published on the PC website and posted on the notice boards.