



TIVETSHALL PARISH COUNCIL

**Minutes of Tivetshall parish Council Meeting:
7.30pm, Wednesday 9th September 2020, Tivetshall Village Hall**

Present: Cllr Rita Land (Chair), Alyson Read (Vice Chair), John Powell, Rob Alleguen-Porter, County Cllr Bev Spratt and Rosie Riches (Clerk)

1. APOLOGIES FOR ABSENCE – NONE

2. DECLARATIONS OF INTEREST ON ITEMS ON THE AGENDA AND CONSIDER ANY REQUESTS FOR DISPENSATIONS – Cllr Land declared she is related to the applicant re planning application 2020/1480 agenda item 15

3. MINUTES

3.1 To approve the minutes of the 8th July Parish Council meeting – Proposed Cllr Read, seconded Cllr Powell **ALL AGREED**

3.2 Matters arising from the 8th July minutes – No confirmation received on the village sign being re-erected on Lodge Road. Bid writing (2 bids) by the Clerk, one has been successful, the Parish Council was awarded £6,000 from SNC, the second bid for Locality funding is now with the assessor's, the Clerk reported spending 11 hours working on the Locality funding bid. The CCTV camera has now been re-aligned, it is now possible for Cllrs and the Clerk to access it through a mobile phone app.

4. PUBLIC PARTICIPATION – No members of the public were present

5. REPORT FROM CLERK AND COUNCILLORS

5.1 Reports from District Cllrs and County Cllr

Cllr Spratt informed the meeting there is a lot going on in NCC at this time, Track and Trace for covid19 is very important, you are able to book tests for this at the Postwick Park and Ride site.

Over 50 refugee children have been taken in by NCC.

Bus companies are struggling with limited income.

Council tax is becoming a problem for some to pay.

The subject of Parish Partnership monies for the purchase of village gates was discussed with councillors, the clerk will ask for clarification from Bob West on these.

Councillors were thanked for supporting the village school which has grown in numbers from 16 up to 21 on roll this term.

5.2 To receive Clerk's report – previously circulated

5.3 Clerk request to undertake CiLCA training at a cost of £250.00 (bursary may be available)

This was agreed, Proposed Cllr Land, seconded Cllr Alleguen-Porter **ALL AGREED**

5.4 To receive Handyman's report – Cllr Powell noted that the main gates need attention as they don't meet in the middle, one seems to have dropped, Clerk to ask the handyman to take a look at them when they are closed

It was also noted that the car park surface is in need of attention where potholes need filling in places, clerk will look at the lease to see who is responsible for maintaining the car park surface and obtain quotes for the work

6. TO RECEIVE VILLAGE HALL REPORT – Cllr Read reported that the abandoned car had been removed from car park. It was disappointing that the recent AGM was attended by committee members only, the two regular pre Covid19 hirers are not hiring at the moment.

All of the government guidelines are being followed which allows the Tivetshall Tea Junction to operate as the only form of income, a grant which had been obtained earlier has now

Signed: (Chair)

Date:

been spent. The committee are looking into purchasing a pop up gazebo for the café which is very popular.

On the 11th October a craft fair will be held in conjunction with the primary school who are running yard sales around the village.

Finances; 31st May £19,800. in the bank of which £10,000. was the Covid19 support grant and £1,000. restricted funds grant, £5,000 is kept for emergency, there are sufficient funds to keep the hall open and pay the electricity bills. Over £2,000 profit was made last year, despite the loss of 2 months' income due to lockdown. TTJ has brought in over £2,000 for funds, as of 1st September there is £19,000 in the account. New storage is being created on the stage. Bowls club and Pilates will review the Covid19 situation later in the year to see if they are able to return to the hall

7. TO RECEIVE AND UPDATE ON B4RN COMMUNITY BROADBAND - None

8. DEVELOPMENT OF THE NEIGHBOURHOOD PLAN

8.1 Bid writing by the Clerk – One bid was successful; the second one is still being assessed

8.2 Progress to date - £6,000.00 funding agreed from SNC

8.3 Signing the agreement with Rachel Leggett Partnership Proposed Cllr Read, seconded Cllr Powel, the Chairman Cllr Land signed the agreement **ALL AGREED**

8.4 A zoom meeting with Rachel Leggett and the Neighbourhood Plan steering group has been planned for Monday 14th September with meeting on 19th September in the hall

9. ALLOTMENTS - Up-date; Clerk will investigate what the land is classified as and look at the notes on the land registry to bring to the next meeting

10. SPEED AWARENESS MACHINE – STATS; These will now be on a monthly rotation with Burston, the average speeder was recorded at 34 MPH, the publication of the stats has no great value, the best value is the visible machine, overall the figures are improving with less speeding

11. CCTV CAMERA – Up-date - Cameras have been re positioned and are very effective, the range of the cameras and zoom in is not always clear. Dog walkers are still using the field; it was agreed that the Clerk should source clearer signage advising that dogs are not permitted on the playing field

12. PPE – TOTAL SPEND TO DATE

12.1 Request from SNC to return unspent funds for reallocation; There is £689.50 unspent from the SNC grant, councillors agreed to keep this in case of a further spike and the need for more PPE

13. TO NOTE CORRESPONDENCE RECEIVED

13.1 Pauline James – (Internal Auditor) advising she will no longer act as an internal auditor – Clerk will ask NALC for a list of auditors in the area

13.2 David Disney – Hand sanitiser stations only available for retail premises - noted

13.3 Danny Crerar – How long before they can cut the grass on the green where the wild orchids grow – Cllrs agreed this can be cut from now until the end of the season

13.4 Ash Dieback Team, Community and Environmental Science will be checking roadside trees – Cllr Powell telephoned NCC in regard to large branch hanging from an oak tree, this has now been cut down

13.5 The Big South Norfolk Litter Pick scheme has been rescheduled and will be running from 11th to 27th September. This was noted Cllrs agreed a better time for this to take place would be over the October half term, Clerk to enquire with SNC if the litter still be collected at that time

13.6 Cockcrow – It was agreed that the Clerk should bullet point what has happened at the meetings and progress on the neighbourhood plan

13.7 SNC – Rough sleeper count – completed by the Clerk (No rough sleepers on the given date)

13.8 Request to update Village Hall information – Forwarded by the Clerk

- 13.9 Guidance on face coverings, possibility of creating a bespoke poster to display around the Tivetshalls, Cllr Land suggested that the school should be asked if it is something they could do and offer a prize for the winner, Clerk will contact the head teacher
- 13.10 Notice of Village Hall fundraising event scheduled for 11th October - noted

14. REVIEW OF RULES REGARDING THE USE OF THE VILLAGE SPORTSFIELD AND PLAYPARK

It had been previously agreed during the meeting that the current sign saying no dogs was no longer effective, larger notices need to be displayed on all entrances to the field, but not the car park.

Ideas on how to enhance the playing field to get other people to use the facilities were discussed with the possibility of an archery group. Many people use the field and play park every day, both residents and visitors from the surrounding area. Regular football practise using the goal posts, flying of kites and model cars on the grounds, were other possible activities, if the usage of the field was increased it may be possible to apply for a sports grant which could be used to enhance the pavilion. Signage is also required to advise users that the play equipment is designed for children under 12. The handyman will be asked to look at one of the swings which has been swung over making it very short

15. PLANNING APPLICATIONS

- 14.1 2020/1457 – Erection of single storey extension
Location: The Chapel, Mill Road, Tivetshall St Margaret: Object due to drainage concerns
- 14.2 2020/1480 – Erection of link/lobby & change of use to existing store & workshop to form annexe:
Location: Cherry Tree Barn, Lodge Road, Tivetshall St Margaret: No objections

16. FINANCE

- 16.1 To receive the balance of accounts and bank reconciliation
- 16.2 To receive confirmation of payments received into bank
- 16.3 To receive confirmation of payments made since 8th July 2020
- 16.4 To approve payments to include:
- 16.4.1. Clerk's monthly gross salary for period 01/09/2020 to 30/09/2020 of £274.92 plus additional 15 hours in July of £158.55 and 6 hours in August of £63.42 Total gross salary September £496.89
- 16.4.2. Handyman gross salary for July – £60.96
- 16.4.3. Clerk's Reimbursement of Mileage - £18.45
- 17. TO RECEIVE ANY URGENT ITEMS FOR INFORMATION AND CARRY FORWARD TO THE NEXT MEETING: WREATHS, CHRISTMAS TREE, LITTER PICK,**
- 18. TO AGREE THE DATE AND TIME OF THE NEXT PARISH COUNCIL MEETING**
Proposed as Wednesday, 14th October 2020 at 7.30pm, in the Village Hall

Parish Clerk, Rosie Riches: 11 Lovat Close, Harleston, Norfolk, IP20 9HJ Telephone 07899861887

Documents sent on email weekly not daily

Meeting closed 21.17

Signed: *R Land*

Date: *14th October 2020*