



## North Tuddenham Parish Council

### Minutes of the Parish Council Meeting held at 7pm on Tuesday 9<sup>th</sup> March 2021 via Zoom

**Present: Cllrs Stapleton (Chair), Baxter (RFO), Blake and Harding. Clerk and 8 members of the public**

**1.0 Chairman's Opening Remarks**

The Chairman welcomed all to the meeting. He publicly expressed his sadness at the passing of Philip Barnes, long-time friend to the village – Cllrs asked that their condolences be **NOTED**. In order to allow guests attending to address the meeting, the Chairman proposed that Item 20 be considered first. **AGREED**.

**2.0 Apologies for Absence – Cllrs Williams and Phillips – NOTED and ACCEPTED**

**3.0 Declarations of interest**

Cllr Stapleton – The Recycling Community Project; The Common Volunteer Group; Community Association

Cllr Baxter – Community Association

Cllr Blake – St Mary's PCC

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**20.0 To discuss communication from local business Martin J Green regarding pending planning application and agree a Parish Council response**

Mr Green addressed the meeting regarding the pending planning application to NCC for permission to extend the recycling facility at the A47 Bypass to create a storage area for processed material, and the import of up to 3,000 tonnes per year of natural aggregates. Residents and Cllrs addressed questions to Mr Green who responded, supported by Planning Consultant, Mr John Brigham.

Cllrs **AGREED** the following comments at this preliminary stage but confirmed its remarks would not predetermine any official response upon statutory consultation by NCC:

- Local residents attending the meeting and participating in discussions, appeared to have no concerns over exacerbated noise and dust.
  - Planting/Screening is important to the Parish Council in this matter and scheduled planting of trees at the bottom of the bank on the side west bank, and on the field along the whole bank, in order to visually screen the facility from houses along Low Road was raised - this was also considered important to reduce noise and potential dust issues.
  - Signage to minimise drivers' parking on the road which presents issues of visibility for traffic.
  - It was confirmed that no additional lighting would be necessitated thus minimising light pollution.
  - Importance of scheduled cleaning of mud from roads during winter months.
  - Noise Report to be forwarded to the Clerk to circulate to Cllrs.
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#### 4.0 Public Session

**Dog Waste** – Cllrs heard from residents that excessive dog waste was becoming increasingly problematic since the recent lock-down had tempted dog-walkers from outside the village to visit the area. It was **AGREED** to discuss further under Agenda Item 9.1.

#### 5.0 To approve the minutes of previous meetings

##### 5.1 To approve the Minutes of Meeting held on 12<sup>th</sup> January 2021

The Minutes were **AGREED** as a true and accurate record of events – to be signed by the Chairman at a later date

#### 6.0 To consider matters arising from Minutes of previous meetings not considered on this Agenda

All actions designated to the Clerk from previous Minutes have been completed; no further matters arising to **NOTE**.

#### 7.0 To receive any District and County Councilors' Reports

No NCC or BDC Cllrs present.

#### 8.0 To receive any update on the A47 Dualling Plans and North Western Link Road – Mike Smith

##### **A47 North Tuddenham to Easton dual carriageway**

The revised layout intended for submission for planning approval mid 2021 includes:

- 9km of new dual carriageway, running to the south of the existing A47 at Hockering and north of the existing A47 at Honingham.
- removing the existing roundabout at Easton to create a free-flowing road.
- building four bridges carrying the A47 over the new Mattishall Lane link road, the proposed Wood Lane junction, River Tud and the proposed Norwich Road junction.
- connecting Sandy Lane to the A47 via a new side road with access to the new Wood Lane junction.
- closure of Church Lane, Berry's Lane, Blind Lane, Church Road/ Ringland Road to through traffic.
- keeping the existing A47 for local use and new routes for walkers, cyclists, and horse riders alongside the A47 where possible.

#### Locally

- Underpass on Mattishall Lane (Hockering) under new dual carriageway confirmed (see above). Benefits -Alleviates potential traffic build up around Fox Lane /Low Road East with Hockering residents going to Mattishall as well as morning rat running Dereham to Norwich.
- Linking the old Main Road in North Tuddenham at Poppy Wood to Hockering using existing road with T Junction to Lyng is part of the plans. Benefits -maintains link to Hockering inc new bus service? and hopefully slows traffic down. *Follow-up: HE & Norfolk County Council (NCC) to formulate HGV policy to dissuade these vehicles from avoiding new Norwich Western Link road and continuing to rat-run between the A1067 and A47 via North Tuddenham.*
- Traffic noise reduction on new section of dual carriageway north east of village (concern expressed by residents on Low Road East) has been raised with Highways England (HE) and situation will be monitored.

#### Timelines

Planning submission: **mid 2021**      Construction starts: **early 2023**      Road opens: **mid 2025**

#### **Norwich Western Link**

- Route fixed. Wood Lane to A1067 between Attlebridge and NDR. Design almost complete.
- Surveys continuing. Some last-minute concerns about bats.
- Final discussions about status of minor roads which cross the NWL around Weston Longville and Ringland. See map sent with e-mail.
- Considering impact of increased housing and new industrial sites west of Norwich.

- Looking to improve bus services around west of City especially Norwich Airport to NNUH and UEA.
- Possible new Park & Ride
- Make better use of Marriott Way for cyclists.

## Timelines

Pre-planning consultation: **Mid 2021** Construction starts **2023** Road opens **late 2025**

The Chairman thanked Mr Smith for his Reports and his continuation as liaison point for these matters.

### **9.0 To receive the Report of the North Tuddenham Community Association – Pat Baldwin**

The Clerk read aloud the report received from Mrs Baldwin. Please see attached Addendum.

#### **9.1 To consider and agree purchase and funding of dog waste bins**

Resultant of complaints from members of the public to both the Parish Council and the Community Association, the Chairman **PROPOSED** the purchase of two dog waste bins at sites to be agreed by Breckland Council ie provisionally **AGREED** as Mill Road and the area adjacent to the footbridge. This was **AGREED** unanimously; locations to be confirmed to the Clerk ahead of contacting Breckland. Cllr Baxter **PROPOSED** a budget of £300 for purchase and installation be reserved. All **AGREED**.

It was also **AGREED** that the Clerk should publicise the issue via community Facebook and the PC Website.

### **10.0 To receive the Report of St Mary's Church Tower Project Group – Mike Smith**

Main contractor: **R. & J. Hogg** (Bury St Edmunds)

Architect: **Ruth Blackman** Structural Engineer: **Stuart Armitage** The Morton Partnership

Proposed Start **16<sup>th</sup> March 2021**

Projected finish date **28<sup>th</sup> January 2022**.

Project Cost: **£461,000 inc VAT**

Money raised:

Historic England emergency grants £280 + £20k =	£300k
National Churches Trust	£30k
Wolfson Foundation	£10k
Allchurches Trust	£10k
Norfolk Churches Trust	£12.2k
Friends of St Marys Charity	£7.8k
Balance in Restricted Bank Account for Restoration at 1/1/21	
from charities, local fundraising inc lotteries &	
Parish Council Grant	£14k

*plus*

VAT reclaim from LPoWGS (scheme extended 25/02/21)	£77K
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#### Project Scope

Re-route electric cables.  
 Prepare bases for scaffolding and foundation work.  
 Erect scaffolding around buttresses and window.  
 Remove tower window.  
 Repair the buttresses in situ, top down.  
 Carry out groundworks and under-pinning.  
 Repair tower parapets.  
 Repair masonry walls  
 Repair belfry walls andlouvres.  
 Repair internal staircase.

#### Issues

Dangers associated with preparing and erecting scaffolding around unstable buttresses.

The Chairman congratulated Mike and his team for their tenacity in securing the funding and thanked him for his comprehensive report.

**11.0 To receive the Report of the Common Volunteers – Cllr Stapleton**

The Chairman confirmed that little work had taken place on The Common since the recent bad weather and the current Lock-Down. He reported that Barry had asked Clls to **NOTE** that two Silver Birch trees were in need of felling when safe to do so. It was also **AGREED** that any wood for sale should be delineated from the sale of 'Firewood' to ensure it was compliant with Governmental phased restrictions on sale of polluting wet woods.

**12.0 To receive the Report of the Village Recycling Project – Cllr Stapleton**

Cllr Stapleton confirmed the continuing cessation of recycling activities under the current lockdown measures but that a return to practice would be made in line with Governmental Road Map guidelines.

**12.1 To receive update and proposal to review and readopt updated Risk Assessment**

It was **AGREED** that Cllr Stapleton share current Risk Assessments with Cllrs ahead of Cllr Harding reviewing any necessary updates to ensure compliance and insurable activity. Cllr Harding to report at next meeting with draft Risk Assessment for adoption.

**13.0 Highways Matters**

All Highways matters raised for reporting at the previous meetings have been actioned.

Low Road – Banks destroyed by heavy vehicular use - Clerk to report

Fox Lane/Low Road/East – Drains/Gulleys blocked causing flooding – Clerk to report

Mattishall Lane – Ongoing flooding issues – Clerk to liaise with Mattishall PC

**14.0 Planning**

**14.1 To receive any new planning applications**

**3PL/2021/0194/LB** – Demolition of existing storage building and erection of single storey garage block – Old Lane House. Low Road, North Tuddenham

**3PL/2021/0193/HOU** – As above

**No objection** – Unanimously **AGREED**

**14.2 To note any planning outcomes**

**3PL/202/1343/HOU** – Extension to rear of house and reconfigure exterior – Oak View, Mill Road. North Tuddenham – **APPROVED - NOTED**

**3PL/2020/1325/F** – Proposed building of exercise area/additional kenneling for dogs and staff Accommodation/conference facility – **APPROVED - NOTED**

**15.0 Casual Councilor Vacancy**

**16.1 To receive update on Casual Vacancy**

The Clerk confirmed that no applications had been received to date.

**16.0 Tud Buds/Community Association**

**16.1 To receive and consider a report from Cllr Harding on PC and Community Association Insurance cover specific to volunteers, and to consider the use of name "Tud Buds" as an umbrella term for all volunteers and risk schedules**

Cllr Harding circulated a written report prior to the meeting, reviewing the following

**16.2 To consider and agree any lines of responsibility of the Parish Council for the Community Association or to agree its position as an independent and separate body**

It was **AGREED** unanimously that the CA remain detached and independent to the Parish Council and that separate insurance cover should be sought by the CA to protect its activities.

**16.3 To discuss and consider if the Community Association has adequate insurance provision to cover volunteers, specifically those involved with the Recycling Project**

It was confirmed that 'Tud Buds' Volunteers were adequately protected under the current PC Insurance policy but that recycling activities would need more specific risk assessment to ensure its compliance with policy terms – this is currently being addressed; moving forward, the matter of ensuring all Community Association Group activity would need to be facilitated for within its own policy as stated above in 16.2.

**16.4 To consider and agree if Item 16.3 is confirmed as inadequate, that the Parish Council should cover Recycling Volunteers on its policy**

As agreed above, the Recycling Project needs specific protection and subject to Item 9.1 above, review and update of current Risk Assessments required to secure appropriate and holistic cover. Cllr Harding to work with Clerk to achieve appropriate RA for presentation at next meeting.

**16.5 To consider if the Risk Assessments in place with the Parish Council are adequate to protect volunteers operating under the auspice of the PC and the Community Association**

It was unanimously **AGREED** that Cllr Harding would orchestrate a review of all activities and ensure draft RA's would be available for discussion at the next meeting in May.

**16.6 To consider and agree, dependent on decisions agreed above, if the Tud Buds Volunteers group should incorporate recycling, road safety, sign cleaning, community support, Common's management etc as one body under the auspice of the PC or the Community Association**

It was unanimously **AGREED** that the 'Tud Buds' Volunteer Group should encompass a variety of community activities including Common's Management, Recycling, Support Hub, Defibrillator Care, SAM2 maintenance (if allocated) and Sign Cleaning. It was **AGREED** that Cllr Harding should manage this transition once RA's and that encompassing Insurance Cover is in place. It was also **AGREED** that moving forward, the Recycling Credits would need to be paid in to the PC Account. It was subsequently **AGREED** that the current body of Volunteers working under the umbrella of the Community Association would be able to continue to access funds via Grant request to remain active within the Community via the usual application process. It was also suggested that the PC contact the Recycling Volunteers to thank them for their ongoing work and ask if there are any particular projects they would like considered for funding in return for their time and endeavors with the recycling initiative. Cllr Harding to draft a letter and pass to Clerk for circulation.

The Chairman proposed a resolution to extend the Meeting beyond the two-hour point. The motion to extend was **AGREED**.

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**17.0 To receive and consider update on Agri-Environment Agreement and agree associated Proposal – Cllr Stapleton**

The Chairman confirmed that the end of the current scheme was imminent and that the options moving forward were to roll-over the current scheme or undertake a new agreement. The Chairman **PROPOSED**, that in light of the minimal drop in funding from £1000 to £900pa, that the current agreement should be rolled over. This was unanimously **AGREED**; Chairman to contact Mr Dann to arrange.

**18.0 To receive any update on the provision of a memorial plaque at The Common – Cllrs Stapleton and Baxter**

Cllrs confirmed that there was no further update but that Mrs Baldwin was currently seeking quotes for an additional plaque, pending decision on wording.

**19.0 To receive update and agree plans to undertake routine maintenance of Defibrillator Units**

The need to establish regular inspection of the two village defibrillators was discussed; it was **AGREED** that Cllr Harding would investigate the frequency of mandatory checks and Mr Bill Aylett appointed to undertake the checks once a schedule was in place.

**20.0 To discuss communication from local business Martin J Green regarding pending planning application and agree a Parish Council response – See Above**

**21.0 Finance – Cllr Baxter**

**21.1 To receive current account balances**

Current Account - £8766.38

Savings Account - £646.40

**21.2 Payments since last meeting**

None to **NOTE**

To be raised: NALC Membership Subscription- £145.31 - **AGREED**

**21.3 Receipts since last meeting**

Barclays deposit interest £0.02

VAT Reclaim - £602.00

**21.4 To receive and consider any new requests for Grant Funding**

None received. RFO confirmed £300 budget ear-mark for dog waste bins.

**22.0 To note correspondence received:** NALC bulletins; NCC updates' NWL Liaison Group updates  
CAN Newsletters; Email from ICO; emails from Highways England; emails from NCC  
**NOTED.**

**23.0 Urgent Business – to consider any issues raised by Councillors that the Chairman considered urgent**

**Village Litter Pick** – The Chairman read aloud details of the next scheduled village pick as  
Sunday 21<sup>st</sup> March 2021 – **NOTED.**

**24.0 To confirm the date and time of the next ordinary Parish Council Meeting**  
**Annual Parish Meeting – Tuesday 11<sup>th</sup> May 2021 at 7.00pm**

**Annual Meeting of the Parish Council - Tuesday 11th May 2021 at 7.30pm (medium to be confirmed)**

**The meeting closed at 21.31hrs with no further matters arising.**

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**APPENDIX 1**

**North Tuddenham Community Association March 2021**

The Community Association met on 5<sup>th</sup> March 2021. Children's Activities for Easter have been organised and posters have been published to advertise an Easter Egg hunt and an online Easter Bonnet Parade. As usual costs have been kept to a minimal amount.

Various other events and activities are planned for the future but nothing definite can be planned until Covid restrictions are definitely going to be relaxed. A list of planned projects and events is being prepared for publication.

Numerous complaints have been received re dog fouling, we have purchased signs to place around the village asking people to clean up after their dogs, also a poster has been published on Facebook. It has been noted that most offenders are not residents.

The need for further dog bins to be purchased was discussed, however although this is a Parish Council matter, it was agreed that the Community Association could contribute towards the cost.

It was also agreed that the lines between Parish Council Matters and the Community Association should not become blurred. Obtaining insurance is still under investigation, without adequate insurance cover recycling will have to be handed back to the Parish Council, and no project or event can take place, where there is a possibility of an insurance claim, until a policy is in place.

**Pat Baldwin**

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<https://north-tuddenham-parish-council.norfolkparishes.gov.uk/>