



## North Tuddenham Parish Council

### Minutes of the Parish Council Meeting held at 7pm on Tuesday 10<sup>th</sup> November 2020 via Zoom

**Present:** Cllrs Stapleton (Chair), Baxter (RFO), Williams, Blake, Phillips and Harding. Norfolk County Councillor Borrett, Clerk and 3 members of the public

#### 1.0 Chairman's Opening Remarks

The Chairman welcomed all to the final meeting of 2020. The Chairman told the meeting that he had been made aware of a confirmed case of Corona Virus in the village and reminded all of the importance of taking the necessary precautions during the second wave of lock-down measures. He also reminded the meeting of the support network that was available via the Parish Council to any residents in need of assistance.

The Chairman formally welcome Norfolk County Councillor Borrett to the meeting.

#### 2.0 Apologies for Absence – None received.

#### 3.0 Declarations of interest

Cllr Stapleton – The Recycling Community Project and The Common Volunteer Group

Cllr Blake – Church Tower Project

#### 4.0 Public Session

A member of the public voiced concerns on the effectiveness of Parish Gateways as a tangible measure to reduce speeding in the village – **NOTED**.

The Chairman **PROPOSED** attending to Agenda Item 16.0 early for Cllr Borrett to be in attendance for discussions. All **AGREED**.

#### 16.0 Village Gateways

##### 16.1 To receive any update on progress of Village Gateways

The Chairman summarised the background to the proposal made and agreed at the Extraordinary Meeting on 29<sup>th</sup> October to bid for Parish Partnership Funding to potentially purchase Village Gateways as a speed reduction measure on Main Road. The Chair invited Cllr Harding to update the meeting. Cllr Harding confirmed that the results of desktop surveys undertaken by Highways earlier in the day had given rise to some ambivalence amongst Cllrs with regard VFM and effectiveness. Discussion took place with regards moving this project forward considering the short timescale whereby the bid for PP funding needed to be made ie 4<sup>th</sup> December 2020. Cllrs then discussed other potential options such as Vehicle Activated Signage although it was **NOTED** that NCC do not necessarily endorse this signage outside of 30mph limits. Cllr Harding **PROPOSED** that the bid for Parish Gateways be postponed initially whilst further investigations were undertaken on the feasibility of a SAM2 device as an alternative. **SECONDED** by Cllr Stapleton. **For:** Cllr Stapleton, Harding, Williams, Blake and Phillips; **Abstained:** Cllr Baxter. The motion was **PASSED**. It was also **AGREED** that the current earmarked cost would be maintained as 3K for either outcome.

**ACTION:** Cllr Harding to contact Highways Engineers and Westcotec. Clerk to contact Highways to ask further surveys for Gateway provision to be suspended temporarily and to ask if a sign denoting the village boundary could be installed on Mattishall Road. Cllr Borrett asked Cllrs to **NOTE** that Parish Partnership funding for 2022/2023 was not a certainty and asked the Council to bear this in mind should they explore delaying the bid for another year. **NOTED**.

- 5.0 To approve the Minutes of Previous Meetings**
- 5.1 To approve the Minutes of the Meeting held on 8th September 2020**  
The Minutes were read and **AGREED** as a true and accurate record of events.  
Chairman to sign later.
- 5.2 To approve the Minutes of the Extraordinary Meeting held on 29<sup>th</sup> October 2020**  
The Minutes were read and **AGREED** as a true and accurate record of events.  
Chairman to sign later.
- 6.0 To consider matters arising from minutes of previous meetings not considered on this Agenda –**  
**Traffic in Low Road East** – Further to this matter being raised in the public session during the meeting held on 8<sup>th</sup> September 2020, Cllr Blake confirmed that she had had opportunity to speak with the owners and that they were actively seeking new premises from which to undertake their business. Traffic flow had not exacerbated, and Cllrs were assured that the issue would be resolved as soon as possible.
- 7.0 To receive any District and County Councillors' Reports**  
Cllr Borrett delivered a short precis of the current Corona Virus situation and confirmed that regular updates would be forthcoming from both District and County Council. He also confirmed the likelihood of availability of vaccine soon.  
He praised Cllrs for their tenacity in seeking remedial measures for speed reduction since any opportunity for lowering the speed limit was not impending. He reinforced that Norfolk Highways had to prioritise via need and accident data but his commitment to support the Council to seek realisable options would continue. He also reaffirmed his pledge to commit £500 from his Highways budget for the 2021/2022 Parish Partnership application period.  
**NOTED.**
- 8.0 To receive any update on the A47 Dualling Plans and North Western Link Road and The NOTE the meeting held with Highways England on 29.09.2020 and Norfolk County Council – Mike Smith/Andrew Harding – Report Circulated with Agenda**  
Cllr Harding confirmed that Mike Smith had attended the last Local Liaison Group meeting but at this juncture, there was little update other than traffic surveys were being undertaken. Cllr Harding confirmed his intent to maintain contact with Highways England and Norfolk County Council in the intervening period. This report and the Meeting notes of 29<sup>th</sup> September 2020 were **NOTED.**
- 9.0 To receive the Report of the North Tuddenham Community Association - Pat Baldwin**  
The Clerk read a report from Mrs Baldwin – attached – See Appendix 1. Report **NOTED.**
- 10.0 To receive the Report of St Mary's Church Tower Project Group – Mike Smith**  
In the absence of Mike Smith, Cllr Blake confirmed that the Tower Group was currently awaiting a decision with regard the final £60,000 funding bid. She also explained that the Group had misgivings regarding the target start date of 1<sup>st</sup> January 2021 which might mean bad weather could impede progress. A later start date was currently being investigated along with seeking confirmation that the body which orchestrates refund of VAT costs would still be supporting the build after the country exits the EU in 2021. Report **NOTED.**
- 11.0 To receive the Report of The Common Volunteers Group – Jonathan Stapleton**  
Cllr Stapleton reported that the volunteers had been very active on The Common with grass cutting, spraying and wood husbandry undertaken. Firewood is available and Cllr Stapleton confirmed that anyone wishing to purchase wood should get in contact. – Report **NOTED.**  
Cllr Williams told the meeting that a parishioner had asked him to enquire as whether The Common would be closed to those travelling from outside the village during this second lockdown and whether a one-way social distancing measure could be put in place to protect walkers' safety. Cllrs discussed these issues but concluded that it was unlikely that The Common could be closed. **ACTION:** Cllr Stapleton to discuss with volunteers placing signage to encourage walkers to adhere to social distancing.

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

Cllr Stapleton confirmed that the Recycling Project was continuing during the current measures and adhering to social distancing with only 2 volunteers on-site at a time. He confirmed that the Community Association had now taken over receipt of recycling credits. He asked the meeting to **NOTE** That the Community Association was planning to hold a 'garage sale' in order to sell on some of the appliances donated when safe to do so. The Report was **NOTED**.

**13.0 Highways Matters**

All matters reported at the previous two meetings have been actioned by the Clerk.

**Mill Road** – drain blockage causing flooding on the driveways of neighboring properties –

**ACTION:** Clerk to report to Highways

**Main Road** – 50mph sign knocked down – **ACTION:** Clerk to report to Highways.

**Dirty Road Signs** – Chairman to discuss with CA as possible collaborative project.

**Flower Planters** – It was suggested that seasonal bulbs might be a proactive way to both demarcate village boundaries and speed limits as well as improving the aesthetic appearance of the village. **ACTION: Chairman to discuss with CA and Gardening Club as possible collaborative project.**

**14.0 To receive any new planning applications and note any planning outcomes**

**3PL/202/1073/LU** – Three Ways, Elsing Road, North Tuddenham NR20 3UD – Demolition Of existing conservatory and erection of single storey extension – GRANTED - **NOTED**

**15.0 Casual Councillor Vacancy**

15.1 To receive and note the date of 16<sup>th</sup> November 2020 for deadline for request to hold An election to fill the vacancy

This date was **NOTED**. If there is no call for a by-election on 16<sup>th</sup> November, Cllrs and Clerk to begin promoting vacancy to eligible candidates.

**17.0 Finance**

**17.1** To receive current account balances

Current Account - £8,102.66

Savings Account - £646.36

**17.2** Payments made since last meeting

Chq No 453 - £108.53 – B Pummell – The Common - Volunteer Expenses

Chq No 454 - £25.00 – Prize for Flag Design Winner

Chq No 483 - £18.00 – Zoe Knox – VE DAY Expenses

Chq No 484 – CANCELLED

Chq No 484 - £482.00 – Norfolk Community Fund - Return of unspent Grant monies

Chq No 486 – £464.96 - Vicky Turner – Clerk's Quarterly Salary, HMRC and Expenses

**Upcoming Expenses:**

Will Aylett - £31.06 – Reimbursement for Web Domain Hosting costs

Grass Cutting – Approximately £170.00

**Earmarked Funds:**

£170.00 – Flag and Flagpole

£3000.00 – Speed Reduction Measures – Parish Council contribution to Parish Partnership Scheme

All **NOTED**.

**17.3** Receipts since last meeting

Precept - £ 1475.00

Sale of Firewood - £30.00

All **NOTED**.

**17.4** To consider and agree the payment of Zoom access fees

Since the Clerk's resignation from her role of Clerk at Yaxham, the informal arrangement to share monthly Zoom subscriptions had discontinued. The Clerk confirmed that her other Parish, Merton, was happy to meet the subscription for the months it held its own meetings, ie quarterly. The Chairman **PROPOSED** that the Council meet costs of £14.89 pcm for the remaining 8 months. All **AGREED**.

- 17.5** To receive and consider any requests for grant funding  
None received.
- 17.6** To receive and consider the draft budget for 2021/2022  
Previously circulated, Cllr Baxter as RFO explained the Budget Report and summarised the salient points of his calculation. The draft budget was unanimously **AGREED** for adoption for 2021/2022.
- 17.7** To receive and consider recommendation for 2021/2022 Precept  
The RFO advised that given budgetary considerations, he would **PROPOSE** that the Precept request be increased by £100 to £3050.00. **SECONDED – Chairman**. Unanimously **AGREED**. **ACTION:** Clerk to submit Precept application to Breckland District Council.
- 18.0 Norfolk NALC**
- 18.1** To note the reformation of Norfolk ALC into a Co-Operative organization - **NOTED**
- 18.2** To elect a representative to attend Norfolk ALC meetings on behalf of the Parish Council  
Cllr Baxter volunteered and was nominated as Parish Council representative to Norfolk ALC. **ACTION:** Clerk to notify.
- 19.0 To note and receive any update on Bus Route Project – Andrew Harding**  
Cllr Harding summarized his communication with local bus service providers, confirming that First Group had agreed to provisionally include North Tuddenham on its route currently servicing Hockering and on to Norwich. This is very much in the preliminary stages and further development will be dependent on the completion of the A47 upgrade. Cllr Harding assured the meeting that he would maintain pressure to achieve the service to the village and would be meeting with First Group when pertinent to do so. In the meantime, it was **AGREED** that a poll of residents be undertaken via the village Facebook page to be used as supportive evidence. **ACTION:** Cllr Harding to progress.
- 20.0 To note any correspondence received: NALC Bulletins; NCC Updates; NWL Liaison Group; CAN Newsletters; email from Archant; Parish Precept request from Breckland; email from Carter Jonas; Breckland Planning updates; Annual Budget Consultation from NCC; email from Community Engagement Team; emails and updates from NCC Highways; emails from First Group and Konect Bus**  
All **NOTED**.
- 21.0 Urgent Business – to consider any issues raised by Councillors that the Chairman considers To be urgent**  
**Slurry Tank – Dann’s Farm** – it was brought to the attention of the Chairman that gates surrounding the slurry tank at this site had recently been left open. Considering the proximity of the tank to a Public Right of Way and the interests of public safety, it was agreed that the Clerk contact the owner to ask if measures could be taken to ensure the safety of the site is maintained.  
**AGRI-ENVIRONMENT AGREEMENT** – The cessation of the current agreement in July 2021 was discussed. **ACTION:** Cllr Stapleton to liaise with Norfolk Wildlife Trust and other parties ahead of a recommendation to Council for a new scheme for 2021. **ACTION:** Clerk – to place on Agenda in January 2021.
- 22.0 To confirm the date and time of the next ordinary Parish Council Meeting**  
7.00pm, Tuesday 12<sup>th</sup> January 2021 via Zoom

The Chairman wished all a happy and healthy Christmas and New Year and the meeting closed at 9pm.

## **APPENDIX 1**

### **Report from North Tuddenham Community Association**

The Community Association now has a Facebook page, visible to members only, forms for people to complete if they wish to join have been left in both village shops or alternatively people can join by downloading a form and e-mailing it back to Pat, who has a separate e-mail address for the Community association. At this time, as this is a new project, no charge has been made for becoming a member. Data protection is being adhered to.

Registration to receive recycling credits has been completed.

A pumpkin hunt was organised during half term, 20 children took part. Vicky Hunt kindly handed out entry forms and handed out treats, paid for by The Community Association, when a completed form was returned to her.

Covid-safe plans are being made for local children for Christmas. details to be announced when plans are finalised and of course depending on the situation re lockdown.

There is one outstanding debt of £15.00, which will be repaid once there are funds in the bank account

Pat Baldwin, Secretary

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