# Minutes of the Parish Council meeting held on Tuesday 14th July 2020 at 7.30pm via remote meeting platform.

Present: Cllrs Stapleton (Chairman), Baxter (Treasurer), Blake and Williams; Clerk, Mike Smith (Guest) and 2 members of the public.

## 1.0 Chairman’s Opening Remarks

The Chairman welcomed all to the meeting.

## 2.0 Apologies for Absence

Cllr Phillips – Work Commitments – **NOTED** and **ACCEPTED**

## 3.0 Declarations of Interest

Cllr Stapleton – Recycling Project – **NOTED**

Cllr Blake – Church – **NOTED**

**4.0 Public Session** – moved to later in the Agenda to facilitate for Cllr Williams and Blake having to possibly leave the meeting early.

## To approve the Minutes of Previous Meetings

* 1. Minutes of 12th May 2020 were read and unanimously **AGREED** as a true and accurate record of events and will be signed by the Chairman after the meeting.
  2. Minutes of the Extraordinary Meeting of 23rd June 2020 were read and unanimously **AGREED** as a true and accurate record of events and will be signed by the Chairman after the meeting.

## 6.0 To consider matters arising from Minutes of Previous Meetings not considered on this Agenda – None NOTED

The Chairman requested that the Running Order of the Agenda be altered to allow decisions to be taken while the meeting remained quorate. – All **AGREED**.

## To consider and agree application for Co-Option to fill vacancy

* 1. **Applicant – Andrew Harding** – Mr Harding gave a brief resume of his time in the village and summarised his reasons for applying for the vacancy. Cllrs had no questions.
  2. **Councillors Vote** – Cllrs voted unanimously in favour to co-opt Mr Harding to the Council - **AGREED**. Clerk to send Declaration of Acceptance of Office form and Disclosable Interests form to Mr Harding after the meeting for signature and return. The Chairman congratulated Mr Harding on his appointment.

## Finance

* 1. **To receive and consider current Bank balances**

Current Account - £8724.15 **– NOTED**

Savings Accounts - £646.10 **- NOTED**

## Payments made since the last meeting - NOTED

|  |  |  |  |
| --- | --- | --- | --- |
| **Payee** | **Details** | **Amount** | **Cheque No** |
| J and J Stapleton | Waste Licence | £105.00 | 445 |
| V. Hunt | Covid-19 Support Grant Payment - 2 | £500.00 | 446 (will be cancelled and re- written due to payee name change |
|  |  | CANCELLED | 447 |
| Dann’s Ice Cream | Covid-19 Support Grant Payment - 2 | £500.00 | 448 |
| V Turner | Locum Clerk –  quarterly payment | £264.12 | 449 |

* 1. **Receipts since last meeting - NOTED**

|  |  |  |
| --- | --- | --- |
|  | **Details** | **Amount** |
| Norfolk Community Fund | VE/VJ Grant | £500.00 |
|  | Wood Sales | £150.00 |
| Breckland Council | Recycling – Bottle Banks | £250.85 |

* 1. **To receive and consider any requests for grant funding**
     1. **North Tuddenham Village Hall**

It was unanimously **AGREED** that the Chairman politely request further information from the Village Hall Committee with regards the recent Breckland Covid-19 Grant Award in relation to need, before the application to the Council for funding can be fully considered.

## St Mary’s Church

It was **AGREED** that St Mary’s submit an invoice in respect of grass cutting services for the Churchyard and that this would be considered as support for payment of a Council grant of £500.

## To receive a report on the A47 Dualling Plans and NWL Road – Guest – Mike Smith NWL

* + - Strategic Outline Business Case approved by DfT 15th May
    - Outline Business Case is being developed. Will be concluded once updated Norwich Area Transportation Strategy traffic model is available in the Autumn.
    - About to begin process to appoint a design & build contractor. Hope to shortlist later this year and appoint early 2021
    - Environmental and traffic modelling surveys ongoing
    - Visiting key landowners
    - Working with HE teams on A47 junction strategy.
    - Public Consultation Monday 27th July to Sunday September 20th. Format to be agreed because of Covid-19 restrictions. Members of the LLG will be given copies of the brochure

questionnaire and poster to share with Parish Councils. Focus is primarily on residents of Weston Longville /Green, Ringland and Honingham.

* + - Project has been delayed by 6 months because of unforeseen events, so a revised planning submission date of October 2021 preceded by a pre-application Public Consultation in May 2021.
    - Construction to begin mid-2023 with opening 2025.

## A47

* + - Public Consultation finished 30th April. Still analysing results ready for Consent Order submission late 2020.
    - Requested joint meeting with Norfolk County Council and this Parish Council to discuss impact of A47 Dualling on minor roads in our area.
    - Reminder -we had a public meeting with HE in December and our concerns were sent to them for consideration. (Copies available)

## Closed meeting pending this month or August between HE, NCC and Councillors to be arranged at mutually agreed time.

Reports **NOTED.** The Chairman thanked Mr Smith for his hard work and willingness to continue as liaison link now he had left the Council. All **AGREED**.

## 9.0 Church Tower – Update – Mr Mike Smith – Guest

Significant progress has been made on all fronts despite Covid-19. Unfortunately, the state of the buttresses has deteriorated too. Having appointed Ruth Blackman as our architect in January the PCC commissioned her team to follow up on the initial investigations of the possible causes of the cracks in the tower with a detailed examination above and below ground to produce a specification document for contractors to tender. This was carried out in February.

After the National Lottery announced it was suspending further submission for grants while the pandemic was rife, we entered discussions with Historic England for emergency funding. For nearly 8 weeks we have been subject to a thorough investigation by them and submitted a formal request for funding June. Meanwhile tenders went out to contractors in May. 10 companies showed interest, but only 4 were shortlisted and R& J Hogg of Bury St Edmunds were chosen at the beginning of June.

The overall cost of the work has escalated to **£384,000** (excl VAT which is not reclaimable by the PCC and must be covered by grant funding) because of the dangerous state of the tower and the extra precautions and safeguarding we have had to include. Also, we are attempting to rebuild the two buttresses section by section whilst supporting the whole structure. Some companies pulled out because of the complexity.

Projected costs - Scaffolding £42K, Buttresses £65K, Groundworks and Underpinning £69K, Walls & Parapets £75K. In July Historic England agreed to fund the project with **£280,000** subject to certain timing and other funding conditions. The need is to have secured the

balance, less own remaining funds, of **£82,000** by October 1st. Two other charities National Churches Trust, and All Churches Trust have now been approached. We have now completed two lengthy submissions and we await the outcomes. 78 days to go!

Ironically, as with all churches, the Covid-19 situation has affected our ability to raise funds to keep the church going week to week. The Treasurer has hinted that we should have enough to get through 2020 but beyond December it will be a tough challenge.

Report **NOTED**. The Chairman thanked Mr Smith.

## 10.0 The Common – Update

The Chairman delivered a brief report in relation to The Common, confirming that the volunteers had been busy maintaining the area including spraying brambles. He confirmed that no wood had been taken for sale this season because of Covid-19 restrictions but that it was hoped this could recommence in 2021.

The Chairman confirmed he had been asked to raise again the issue of excessive parking and visitors to The Common by a parishioner. This was discussed further but it was generally considered that no action was pertinent in terms of restricting visitors at this time unless the situation greatly escalated.

HLS Grant – this is in place until 2023 – discussion took place regarding rolling-over the current arrangement or whether to seek a new agreement; it was **AGREED** that the Chairman should draft correspondence to Mr Dann to formally discuss options.

## 11.0 Village Recycling Project

The Chairman confirmed that after a period of suspension because of Covid-19 issues, the project was due to -re-start at the beginning of the following week. Accumulated scrap for recycling to be moved asap.

## 12.0 Highways Matters

River Bridge – The issue of excess traffic speeds and poor visibility was raised. It was also mentioned that verge trimming along Mill Road had not continued as far as the River Bridge. **NOTED**.

Hedges along the A47 slip road were **NOTED** as not trimmed, likewise affecting visibility. Mill Road – Gulley at the top of the road needs checking – potentially damaged. **NOTED**. Mill Road – Signs need cleaning – **NOTED**

Gullies – All need cleaning out ahead of winter flooding – **NOTED**

Trap Lane – drain needs clearing **- NOTED**

Clerk to contact Highways and Clerk at Mattishall PC with regards these issues.

## To receive and consider any new Planning Applications

* 1. **3PL/2020/1616/HOU** – Siting of Timber Framed Garden Building for use as home gym – Hollow Oak House, Elsing Road, North Tuddenham – Cllrs unanimously **AGREED** to **SUPPORT** this application.

## To receive and agree proposals for the Flag Competition for St Mary’s and erection of a

**flagpole**

It was **AGREED** unanimously that a flagpole approximately 15ft high should be erected on the right-hand side of the Church Loke adjacent to the Church sign; the Chairman to meet Mr Smith on-site to finalise exact position. A competition to design a flag was **AGREED** with an age-limit restriction of 18 years for entrants. Entrants should design a flag to reflect their interpretation of life in North Tuddenham and their relationship with St Marys – Closing date **6th September 2020**. It was also **AGREED** that this be publicised via the North Tuddenham Community Facebook page and that Mr Baldwin who is to make the flag, should be one of the judges. Prizes to be a £25 Amazon voucher for first place with a £15 voucher for runner- up – runner-up image to be included as a cover shot on a forthcoming edition of The Mardle

– all **AGREED**.

## To consider and agree a budget for flag production

It was **AGREED** that a budget of £170 be set for this as follows: Flag Production £50.00

Pole £80.00 Prizes - £40.00

Cllr Blake left the meeting at 20.05hrs

## Policies

* 1. **To review and adopt the Risk Assessment Policy (Previously circulated)**

This was **AGREED** unanimously for adoption and is due for review in July 2021

## To review and adopt the Disciplinary Procedure and Equal Opportunities Policy

This was **AGREED** unanimously for adoption and is due for review in July 2021

## 18.0 To note any correspondence received

NALC Newsletters, Breckland Covid-19 updates, CAN Newsletters, Traffic Orders, Planning Consultation extension email, AGAR receipt email.

## 19.0 Any other Business – previously notified to Chairman

None noted

## 20.0 To confirm the date and time of next meeting

Tuesday 8th September 2020, **8pm** – via Zoom.

The meeting closed at 9.35pm with no further matters arising.