



North Tuddenham Parish Council

Minutes of the Extraordinary Parish Council Meeting held at 7pm on Monday 4th January 2021 via Zoom

Present: Cllrs Stapleton (Chair), Baxter (RFO), Blake and Harding. Clerk and 2 members of the public

1.0 Chairman's Opening Remarks

The Chairman welcomed all to the Extraordinary Meeting of the Parish Council called to consider Planning Applications and other urgent business. The Chairman sadly confirmed a Corona Virus-related death in the village and the serious illness of one other resident. He reminded the meeting of the importance of taking the necessary precautions particularly considering the forthcoming Governmental address later in the evening that was likely to announce a further National lockdown.

2.0 Public Session – no matters raised.

3.0 Planning Matters

3.1 To receive and consider new planning applications received

3PL/2020/1325/F – Two Acre Kennels, Low Road, North Tuddenham – Proposed new building to enable inside exercise for dogs, and staff accommodation/conference facility

Discussions took place. The Chairman reported that a site visit had been undertaken in December and that he **PROPOSED** the Council should not object to the application with the following provisos: there should be no additional capacity for extra dogs which would restrict the likelihood of extra vehicular traffic and noise; that there be minimal light pollution from the site; that the flat be used for staff accommodation and no other purpose. The proposal was unanimously **AGREED**. Clerk to upload comments to the Planning portal asap.

3PL/2020/1343/HOU/ - Oak View, Mill Road, North Tuddenham – Extension to rear of house and reconfiguration of interior.

Discussions took place. The Chairman **PROPOSED** that no objection be raised in respect of this application. Unanimously **AGREED**. Clerk to upload decision to the Planning portal asap.

4.0 Covid-19 – Further Action under Tier 4 Restrictions

4.1 To receive and consider the establishment of working protocols for “Tud Buds” Neighbourhood Group and to agree best contact routes for Parishioners

Discussion took place over the recurring need for a support mechanism for villagers during heightened restrictions. The Chairman publicly thanked Zoe Knox who had formulated an advertisement for “Tud Buds” on the Community Facebook Page; it was **PROPOSED** that the group continue to operate under the auspice of the Parish Council for the present, pending discussions at the Community Association Meeting being held on Friday 8th January 2021 and subsequent Parish Council meetings. In the meantime, Pat Baldwin (NTCA) and Cllr Baxter will investigate Public Liability Insurance Cover for the Group under the present policy; Cllr Baxter to report outcomes at the ordinary Parish Council Meeting scheduled for 12th January. Unanimously **AGREED**. It was also **AGREED** that in the intervening period, the “Tud Buds” advertisement should be edited to remove the contact details of the Clerk and be replaced with the mobile number of the designated coordinator (Chairman); it was also **AGREED** that the service of pet walking should be removed. Cllr Blake volunteered to be a second designated Co-Ordinator for the service – this was **AGREED**. Chairman to add Cllr Blake’s details to the WhatsApp group and Cllr Blake to forward her details to Zoe for the redrafted advertisement.

4.2 To discuss and devise a robust Risk Assessment for Volunteers working within the remit of "Tud Buds"

Discussion took place regarding establishing written policy to ensure the ongoing safety of both the "Tud Buds" Volunteers and Service Users. It was **PROPOSED** by Cllr Harding that he liaise with the Clerk in order to devise a suitable draft document for presentation at the full Council Meeting on 12th January. Unanimously **AGREED**. Other measures to **NOTE** are the offer of provision of PPE supplies for volunteers.

5.0 Insurance Cover

5.1 To review and consider any changes to insurance cover for the Recycling Project which is now administered by the North Tuddenham Community Association

This matter was discussed, and it was **PROPOSED** that Cllr Baxter and Mrs Baldwin of the Community Association should collaboratively seek advice to establish if current cover would service liability for the Recycling Project. Unanimously **AGREED**. Cllr Baxter to report back to the meeting on 12th January.

6.0 Urgent Business

The Chairman confirmed receipt of a request for a parishioner to scatter a loved-one's ashes on The Common; there was also a request to have access to The Common restricted for approximately one hour to allow privacy. Cllrs were in favour of allowing this pending discussion with The Common volunteers and confirmation of date and time. Clerk to formally place for agreement on the next Agenda.

The Chairman also confirmed receipt of a request to close The Common during heightened social distancing measures; this was discussed but Cllrs concluded that this was not feasible because The Common is common land and access cannot be restricted.

7.0 To confirm the date and time of the next ordinary Parish Council Meeting as Tuesday 12th January 2021 via remote meeting facility, "Zoom". – NOTED

With no further matters arising, the meeting closed at 20.03hrs.