



North Tuddenham Parish Council

Minutes of the Meeting held on Tuesday 8th March 2022 at North Tuddenham Village Hall

In attendance: Cllr Stapleton, Cllr Harding, Cllr Baxter, Cllr Williams

Also present: Clerk and 1 Member of the Public

1.0 Chairman's Welcome and Opening Remarks

The Chairman opened the meeting at 7.37 and welcomed all. He asked for all present to think of those suffering as result of the war in the Ukraine. He also reminded everyone that difficult times were likely to ensue as a repercussion throughout the UK and that the village should pull together to help its residents as it did over the uncertain times of Covid19.

2.0 Apologies for Absence – Cllr Phillips; rolling acceptance of Cllr Blake's absence.

3.0 Declarations of interest

Cllr Stapleton – Recycling

4.0 Public Session

It was confirmed that there would be a service in the village hall on Sunday morning to send love and prayers for those caught in the conflict in Eastern Europe. **ACTION: Clerk to publicise via website and social media.**

5.0 To approve the Minutes of Previous Meetings

5.1 To approve the Minutes of the Meeting held on 11th January 2022 –

The Chairman **PROPOSED** the minutes as a true and accurate record of events – **SECONDED** by Cllr Baxter - All agreed – Chairman to sign.

6.0 To consider matters arising from minutes of previous meetings not considered on this Agenda – No matters arising

7.0 To receive any District and County Councillors' Reports – No reports submitted

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

Mr Smith delivered his report to Cllrs – please see Addendum below. **ACTION: MS to provide synopsis to PC to enable consolidation of issues.**

9.0 To receive the Report of the North Tuddenham Community Association - Pat Baldwin
The Chairman read the report to Cllrs on Mrs Baldwin's behalf – Please see Addendum below.

10.0 To receive the Report of St Mary's Church Tower Project Group – Mike Smith – Ex-Officio
Mr Smith delivered his report to Cllrs – please see Addendum below. The Chairman
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tendered a vote of thanks to Mr Smith for his tenacity and hard work in underpinning the project. **ACTION: Clerk to remind residents of the 'first come first served' basis of ticket sales ahead of the website launch later this month.**

- 11.0 To receive the Report of The Common Volunteers Group – Jonathan Stapleton**
Cllr Stapleton reported that path repairs and widening work had been undertaken in readiness for the festival. Improvements to the carpark area were debated. It was also **NOTED** that Martyn J Green had kindly offered to donate some asphalt. It was **AGREED** that Cllrs would form a working party to undertake some remedial work to enhance the area.
- 11.1** To confirm agreement with, and acknowledge receipt of, signed Risk Assessments
Half of the RA's have been received, signed and passed to the Clerk for filing. All outstanding are forms are signed and will be passed to Clerk asap.
Cllr Harding confirmed Fire Beaters etc have now been purchased.
- 11.2** To confirm and note liability cover is now included for Volunteers under the Parish Council Risk Schedule with Zurich confirmed.
- 12.0 To receive the Report of the Village Recycling Project – Jonathan Stapleton**
The group is working hard with more volunteers helping out. A recent receipt of from recycled metals amounted to £462.60.
- 13.0 Highways Matters**
- 13.1** SAM2 Report – Cllr Harding – One of the posts outside The Lodge damaged; now reinstated and working again. Cllr Harding felt that it was having an impact. Still no hard data downloaded – to be trailed in the better weather. He felt that a second SAM2 could potentially be applied for as part of the Parish Partnership Funding for 2022/23 to place on other village roads.
- 13.2** To consider any other Highways matters – a recent accident where a vehicle had overshot the Swanton Morley junction was discussed. **ACTION: Cllr Harding to ascertain if site is within village boundary and survey existing signage and road markings ahead of reporting to Highways.**
Fox Lane – Pot Holes in passing places. **ACTION: Clerk to report to Highways**
- 14.0 Planning**
- 14.1 To receive any new planning applications**
3PL/2022/0073/F – Dann and Son Ltd Pound Green Lane, North Tuddenham – installation of an extension of 100kW to the existing 50KW mounted solar PV array
Comment D/line **09.03.2022** – Discussion took place and it was unanimously **AGREED** not to raise an Objection. **ACTION: Clerk to report comments to BDC portal.**
- 14.2 To note any planning outcomes**
3AG/2022/00002/AG – Mill Farm Main Road, North Tuddenham – Installation of concrete hard-standing – **PRIOR APPROVAL NOT REQUIRED - NOTED**
3PL/2021/1658/HOU – The Acorns, Low Road, North Tuddenham – Demolition of existing rear conservatory, proposed two-storey extensions and single storey extension with detached garage – **APPROVED - NOTED**

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3CM/2021/0020/CM – Land A47 Bypass Site, Main Road, North Tuddenham –
Martyn J Green – County Matter – **APPROVED – NOTED**

- 15.0 First Aid Refresher Training** - To note and agree the provisional training dates of 6th and 13th April 2022 - These were **NOTED**; unanimously **AGREED**.
it was also **NOTED** that places were being reserved quickly.
- 15.1** To agree the proposal of a £100 donation to NARS in recognition of their voluntary Services in First Aid Training
It was unanimously **AGREED** £100 be donated to NARS for their voluntary instruction. **ACTION: Cllr Harding to confirm donation with NARS.**
- 16.0 To receive any update on the provision of an award to long-serving community volunteer**
Cllr Stapleton confirmed he had spoken with the gentleman's family regarding a meaningful and suitable award. The introduction of an Annual Award Shield in this person's honour was discussed with the provision that the award recognise someone for an ecological or environmental achievement within the Parish. **ACTION: Cllr Stapleton to contact the family to explore this idea further.**
- 17.0 Finance**
- 17.1** To receive account balances –
Current – £8349.82
Deposit – £646.46
- 17.2** Payments made since last meeting – None made since last meeting
The following upcoming payments were unanimously **AGREED**:
Village Hall Rental Invoice - £160.00
J Stapleton – Reimbursement for Pipe at The Common - £76.91
NALC Annual Subscription – £148.62 (To be paid 22/23)
Fire Prevention Equipment - £100.92
Clerk's Quarterly Salary and Expenses – Amount to be confirmed at next meeting
- 17.3** Receipts since last meeting- £462.60 – Mellor Metals - Recycling
- 17.4** To receive and consider any requests for grant funding
- 17.4.1** North Tuddenham Parochial Church Council – Application previously circulated. The PCC has requested a grant of £500 for 2021/22 to cover The Mardle production costs to be paid in March 2022 and a further £500 in June 2022 to cover churchyard maintenance costs including grass cutting when the tower project is completed. The RFO **PROPOSED** funding on this basis; **SECONDED** by Cllr Harding – Unanimously **AGREED**.
- 17.4.2** Community Association – tentative approach for funding to support the upcoming barbecue and celebrations for the Queen's Platinum Jubilee were discussed – **PROPOSED** by Cllr Baxter that £200 should be earmarked for the CA. This was unanimously **AGREED** subject to receipt of completed application with arrangement that upon receipt, payment can be made. **ACTION: Clerk to list on May agenda to confirm.**
- 17.5** To consider and agree appointment of new Internal Auditor for Audit 21/22 and

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Agree for clerk to issue letter of engagement

Ms Lorraine Trueman has been consulted in regard to undertaking the Internal Audit for 2021/22; the fee was confirmed as approximately £50 subject to any additional hours; Cllr Baxter confirmed he had met with Ms Trueman via Zoom and was satisfied she was qualified to undertake the Audit. Cllr Baxter **PROPOSED** that the Council appoint her; **SECONDED** by Cllr Stapleton. Unanimously **AGREED**. **ACTION: Clerk to send formal letter of appointment to confirm.**

17.6 To consider and agree Asset Register 2022 – The addition of the Phone Box was **NOTED**.

17.7 To discuss and review Trustee Membership of Parish Charity and agree any action It was **NOTED** that the Clerk had incorrectly written 'Village Hall Committee' on the agenda. It was confirmed that Cllr Baxter and Mr Smith had nominated themselves as candidates to fill the trustee vacancies – **NOTED**. **ACTION: Clerk to contact Charity to confirm.**

18.0 Policies

18.1 To review and agree re-adoption of Safeguarding Policy – Reviewed and **AGREED**

18.2 To review and agree re-adoption of Tud Buds Risk Assessment – Reviewed and **AGREED**

18.3 To consider and agree draft Risk Assessment for Phone Box, Mill Road and Maintenance schedule for adoption, and agree inclusion on Insurance Schedule – **Reviewed and AGREED**. **ACTION: Clerk to include on Risk Schedule**

18.4 To discuss and agree a value for the Mill Road Phone Box for Insurance Purposes – In line with suggested valuations, it was unanimously **AGREED** that the value for Insurance purposes would be £100. **ACTION: Clerk to update Zurich.**

19.0 To discuss and agree any proposals to mark the Queen's Platinum Jubilee via a plaque and Tree as per Royal British Legion emails (previously circulated)

This was discussed and it was **PROPOSED** the Parish Council should purchase a plaque and potentially site at the Village Hall. Purchase of a mature sapling was also **PROPOSED**.

ACTION: CLERK to contact V Hall Committee to confirm if they are happy for the plaque and tree to be sited at the Hall and order a plaque pending confirmation – cost £119.00 It was unanimously **AGREED** that a budget of £200 inclusive be earmarked for this spend.

20.0 To agree the date of the Annual Parish Meeting and the Annual Meeting of the Parish Council as May 10th 2022 6.45pm and 7.30pm respectively - **AGREED**

21.0 To note any correspondence received: NALC Bulletins; NCC Updates; NWL/A47 Liaison Grp; Newsletters; Planning emails; parishioner's correspondence regarding ditch damage; emails from RBL; emails from NARS; letters from George Freeman MP; NCC Traffic Orders; email from Walking England; CAN Newsletters – It was also **NOTED** that the Chairman had received a card from Lady Dannett in respect of the COVID Award.

22.0 Urgent Business – to consider any issues raised by Cllrs that the Chairman considers urgent

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In light of recent price hikes for heating oil, it was **NOTED** that the Clerk might draw attention to security at the village hall to pre-empt any potential theft of oil.

- 23.0 To confirm the date and time of the Annual Parish Meeting (APM) – 6.45pm and the Annual Meeting of the Parish council – 7.30pm - 10th May 2022 both at the Village Hall, North Tuddenham - AGREED**

The meeting closed at 21.26pm with no further matters arising; the Chairman thanked all for attending.

ADDENDUM REPORTS

Notes for Parish Council meeting 8th March

Church

- Final review of masonry work took place last Friday.
- Hope to scaffolding being dismantled very soon. Foundation work can then follow.
- Piling - 16 steel piles of 300mm diam. are to be driven 11m into the ground. The ground preparation will produce a vast quantity of unusable subsoil to be removed from the churchyard. Faculty granted.
- Financial concerns with project sponsorship. £12k of 'promised funds had to be re-applied for! Await confirmation.
- In the past the church has been virtually self-sufficient financially, allowing us pay fees and invest in minor repairs to church. (Raised £25k in last 12 years.)
- However, in the last 3 years our ability to pay the diocese, church office and insurance has been severely hampered by both closure of the church for repairs and because of Covid. Seeking request for a 'payment holiday' from the diocese and continued Parish Council support.
- Looking to Festival to help financially later in the year.

Highways

- **A47 North Tuddenham-Easton.** Await decision from government.
- Discussions are planned with parishes about managing the minor road traffic during the period while the roadworks take place. Already made our case in writing.
- **NWL** – County Council forced into route re-think because of confirmation of
- existence of a colony of breeding bats at the northern end near A1067.
- An independent study had already produced evidence of this back in February last year, but it was either ignored or dismissed (in my opinion).
- This now gives the anti-NWL group more ammunition and NCC is now on the defensive while it reviews the plans.

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- **Locally**, the 50-mph limit from Lyng all the way through North Tuddenham has been approved after our objection to it being stopped at Poppy Wood.
- **General** - Asked NCC to look at innovative ways of providing alternate means of travel around and into the city as future projections of population, business development and cars increase, especially west of Norwich.

Festival

- 8 weeks to go!!!
- Preparations ongoing smoothly. Events sorted.
- Website nearly ready to roll out. Tickets bookable through Event Brite.
- Need to increase publicity and advertising.
- **Need more volunteers!!**
- Need firewood for bonfire on 8th May.
- Car park to Common needs some TLC

North Tuddenham Community Association

A quiz and fish and chip evening was held, at the village hall on 26th February 2022. The event proved to be very popular and 11 teams took part. We could have sold more tickets but numbers were limited due to Covid. Numerous people have said how much they enjoyed the evening and have asked us if we could organise another similar evening again. We would like to offer our thanks to Mike Smith, the quiz master, for all his work, to make the evening so successful.

A BBQ and children's entertainer have been booked to celebrate this e Queens Jubilee.

A BBQ, together with a children's' entertainer have been booked at the Lodge, to celebrate the jubilee, it is hoped that The Parish Council will feel able to support this via a donation towards the expenses.

The scarecrow festival will follow at the beginning of the school holidays, it will run for longer though than it did last year.

Halloween has been booked again at The Lodge, again with an entertainer for the children.

The Little Library in the phone box is very popular, and is used by people from Mattishall and Hockering as well as our own residents; it is over stocked though, so some books and DVDs must be sorted and disposed of.

We are looking forward to a busy year ahead and are grateful to all those who support us.

Pat Baldwin

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