

TACOLNESTON PARISH COUNCIL

Minutes of the Ordinary Meeting of Tacolneston Parish Council in The Woodlands Club on Tuesday 11th February 2020 at 7.30pm

Present: Chairman Cllr McClenning, Cllr Hooper, Cllr Gowing, Cllr Pincher, Cllr Taylor
Clerk/RFO – Sue Bunn, CCLLR Spratt, DCllr Duffin and 19 members of the public.

1. To consider accepting apologies for absence. Cllr Darrell, Cllr Gulliver. Accepted.
2. To receive declarations of interest and requests for dispensations (previously notified to the Clerk) from members on any items to be discussed. None received.
3. Public Participation. The Chair stated that the Public would be able to speak on planning matters at that time in the Agenda.
 - a) Reports on matters of interest to the Parish from the District and County Councillors and Tree Warden. CCLlr Spratt reported that the following a seminar on Childrens Services a further £7million has been made available. A member of the public commented on the reported cost of HS2 and asked if money was being spent on public transport would there be the opportunity to have a more frequent bus service through the village, CCLlr Spratt said he would ask at County Hall. CCLlr Spratt formally thanked the Parish Council for the donated Millenium Books to the relatives of a recently deceased resident and formally thanked DCllr Duffin for the grant which allows the Church to complete £2700 of works to install a kitchen and toilet. DCllr Duffin reported that South Norfolk Council had given a grant of £1000 to enable St Edmunds Church to complete the kitchen works. The Big Litter Pick is underway again from now until 31st May.
 - b) Members of the public to raise matters of concern. None.
4. To approve and sign the minutes of the ordinary parish council meeting held on the 17th December 2019. Proposed Cllr Pitcher. Seconded Cllr Hooper. Signed.
5. Matters deferred from previous meetings.
 - a) Village Sign Update. The sign has been removed and is now being repaired.
 - b) Footpath Maps availability. Concerns over the 2026 deadline for having footpaths on the definitive map. This will be a full agenda item once we have appointed a new Footpath Warden.
 - c) Financial regulations (see item 6b)
 - d) Financial risk assessment (see item 6c)
6. Finances
 - a) To note current Balances.
 - b) To review Financial Regulations and sign off. Defer.
 - c) To review Financial Risk Assessment and sign off. Defer.
 - d) To review the Internal Control Policy, appoint a new Internal Control Officer if required and sign off. Defer.
 - e) To review the response from PKF Littlejohns for the year 2018/2019. Training in place to improve the understanding of the Council for what is required.

Signed:

Date:

Page 1 of 2

2019/12

TACOLNESTON PARISH COUNCIL

- f) Approve the following payments. Proposed. Cllr Pitcher. Seconded Cllr Hooper.

Payee	Detail	Nett	VAT	Gross
Mrs FM Bunn	Clerks wages Dec (Bank transfer)	285.25		285.25
Mrs FM Bunn	Expenses home working costs, mileage. Decemeber	£17.35		£17.35
Mrs F M Bunn	Clerks wages Jan (Bank transfer)	£285.25		£285.25
Mrs FM Bunn	Expenses home working costs, mileage	£17.35		£17.35
South Norfolk Council	Annual charge for emptying dog bins	£534.00	£106.80	£640.80

7. To approve the following training. New Councillor Training for Cllr Taylor at a cost of £44.00 (discounted rate for Norfolk PTS Subscribers) to be held at Upton Village Hall on March 25th. Financial Year End Training for the Clerk and Councillor/s at a cost of £44.00 per person (discounted rate for Norfolk PTS Subscribers) to be held at Upton Village Hall on the 4th March or at Swaffham on the 5th March. With all Cllrs travelling together and the driver being reimbursed for mileage at the going rate. Proposed Cllr Hooper, Seconded Cllr Pincher. Approved by all.
8. To Discuss Planning Applications Received.
- a. 2020/0034 | Addition of 3 small windows to the west elevation | Manor House Barn 68 Norwich Road Tacolneston NR16 1BY. No objections.
- b. 2020/0048 | Proposed new self-build dwelling | Land North Of 122 Norwich Road Tacolneston Norfolk. The meeting was opened to the public for comment. Representatives of the Applicants discussed the plans and how they differed from previous applications. The new property is smaller and lower than the previous design, makes use of the existing garage and access way, it is also a selfbuild. There is also a proposed orchard to be planted. A member of the public raised concerns about development in the Conservation Area which has no community benefit. CCllr Spratt supported the application stating that the Conservation Area needs protecting but historically there has been small scale development to existing properties and that hasn't been to the detriment of the Conservation Area. The Applicant stated they intend to open the orchard to the public and feels that the proposals do not effect the street scene of the Conservation Area, they are sympathetic with the area and its history. Following discussion the following was proposed by Cllr Hooper, The Clerk to contact the planning office asking for a site visit, with special consideration to development outside the development boundary, impact on the Conservation Area as a whole, subdivision of the grounds of a Grade II listed building, drainage issues and should the application be passed Article 4 restrictions on future development of the location. Seconded by Cllr Taylor. All in favour.

Signed:

Date:

Page 2 of 2

2019/12

TACOLNESTON PARISH COUNCIL

9. To review the following policies: Communications Protocol. Updated legislation needs to be checked then the Protocol can be amended accordingly.
10. Correspondence received.
Norfolk PTS Training/networking sessions. Training to be booked.
South Norfolk Big Litter Pick. Date 7th March.
Annual Rough Sleeper Survey (South Norfolk Council)
Norfolk ALC Well Being Initiative Update Cllr Hooper and Cllr Taylor expressed an interest.
11. Public Participation. None.
12. To set the date and time of the next Parish Council meeting and except items for the agenda. Monday 9th March 7.30pm at the Woodlands Club.

DRAFT

Signed:

Date:

Page 3 of 2

2019/12