

TACOLNESTON PARISH COUNCIL

Minutes of the Ordinary Meeting of Tacolneston Parish Council on Tuesday 17th November 2020 at 7.30pm Via Zoom

Present: Chairman Cllr McClenning, Cllr Gulliver, Cllr Darrell, Cllr Gowing, Cllr Hooper, Cllr Taylor.

Clerk/RFO – Sue Bunn. DCllr Duffin. 1 member of the public.

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1. To consider accepting apologies for absence. Cllr Pincher. Approved. CCllr Spratt.
 2. To receive declarations of interest and requests for dispensations (previously notified to the Clerk) from members on any items to be discussed. Cllr Darrell, Item 6c payment to the Royal British Legion.
 3. Public Participation
 - a) Reports on matters of interest to the Parish from the District and County Councillors and Tree Warden. DCllr Duffin reported that the Help Hub at South Norfolk remains very busy and that the District Council is now dealing with a Covid outbreak at Wymondham and Spooner Row but are awaiting more details.
 - b) Members of the public to raise matters of concern. None raised.
 4. To approve and sign the minutes of the ordinary parish council meeting held on the 21st October 2020. Proposed Cllr Gulliver. Seconded Cllr Darrell. Abs. Cllr Hooper and Cllr Taylor. Minutes signed by Cllr McClenning on the 18th November. Appendix 1.
 5. Matters arising from previous meetings.
 - a) Village Sign Update. Still awaiting materials
 - b) Phone box adoption update. Nothing to report.
 - c) Internet Banking Update. Clerks ID status needs to be checked with Barclays.
 - d) Bank Signatories. Clerk to phone Barclays with details of new signatories.
 6. Finances
 - a) To note current balances. Unreconciled balance of £19606.84. See Appendix 2.
 - b) To receive the Budget Working Groups report and approve the budget for 2021/2022. The working group met, new figures being circulated and another meeting to be arranged.
 - c) Approve the following payments. Proposed. Cllr Taylor. Seconded Cllr Gulliver.c

Payee	Detail	Nett	VAT	Gross
FM Bunn	Wages for October 2020 (bank transfer)	£285.25		£285.25
FM Bunn	Expenses including home working and mileage	£25.35		£25.35
Royal British Legion	Doantion S137	£50.00		£50.00
ICO	Information	£40		£40.00

Signed:

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	Commission Officer annual fee			
Norfolk ALC	PC as Sole Trustee Training	£50.00	£10.00	£60.00
South Norfolk Council	Dog Bins emptying 2020-2021	547	109.40	656.40
Top Garden Services	Years grass cutting. Invoiced every month from May to Nov (7 months) at £277.74 per month	£1620.15	324.03	1944.18

7. To Discuss Planning Applications Received and decide on action to be taken.
 - a. 2020/1981 Replace existing wooden and metal Victorian conservatory with an exact replacement in wood. | 116 Norwich Road Tacolneston NR16 1AL. No Comment to made.
 - b. 2020/2004 Internal and external alterations to dwelling, including erection of new garage to front. | 108 Norwich Road Tacolneston NR16 1AL. No comment to be made.
 - c. To note the proposed date for public consultation for South Norfolk Councils Village Cluster Housing Allocation Plan (VCHAP). Documents available for public consultation in Feb 2021. Clerk asked for the item to remain on the agenda.
8. To discuss and approve financial support to TAFRA due to the extraordinary circumstances that we are in at the moment TAFRA request that the Parish Council fund any outstanding payments and future payments to allow for the Recreation Centre to be opened promptly and legally when the restrictions allow. This would include insurance, maintenance and running costs. Cost required for the hall to remain insured and legal are outlined in Appendix 3. It was highlighted that as the Parish Council are Sole Trustees to TAFRA we have a legal responsibility to cover these expenses. Proposed Cllr Hooper. Seconded Cllr Darrell. All in favour.
9. To investigate more affordable insurance cover for the Parish Council and the Village Hall. Clerk still awaiting for a response from the current hall insurers. Defer to next meeting.
10. Highways Matters.
 - a. Parking at the school. No further action at his time.
 - b. Parking outside Pelican Row. Cllr Hooper was given permission to be the Parish Councils representative in this matter. The letter (Appendix 5) was approved for delivery to the 3 properties in Pelican Row. Cllr Hooper reiterated that this was a fact finding exercise and would report back at the next meeting.
11. Clerks report. No report.
12. To adopt the Record Retention Policy. Deferred.
13. To discuss and approve comment for the Standards Matter 2 Consultation in to Standards in Public Life. Cllr Darrell suggested that the all Cllrs complete the questionnaire and a formal response be compiled after the next meeting.

Signed:

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14. Correspondence received.
 - a. Carers Matter NCC
 - b. Norfolk ALC Wellbeing.
15. To approve a response to the Anglian (Eastern) Regional Flood & Coastal Committee Survey. No response required.
16. To approve the Parish Council Website hosting a page for the Recreation Centre and hosting a booking diary accessed from the site. Following consultation with our website provider it was decided not to pursue this matter further.
17. To discuss and approve if necessary the tendering for grass cutting services. Cllr Hooper is in the process of writing the specification for the tender. Defer to the next agenda.
18. Public Participation. None.
19. To set the date and time of the next Parish Council meeting and accept items for the agenda. Tuesday 8th December 7.0pm via Zoom.

Signed:

Date:

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