



## TIVETSHALL PARISH COUNCIL

### Minutes of Tivetshall Parish Council Meeting: 7.30 p.m. Tuesday 14th January 2014 Tivetshall Village Hall

**Present:** Tony Jollans - Chair (T.J.), Pam Carpenter (P.C.), Claire Kirby (C.K.), Sally Chapman (Clerk), Martin Wilby (M.W.) - District Councillor and Isabelle Agrir – PCSO and one member of the public.

#### 1. APOLOGIES FOR ABSENCE

Received from Lynn Jollans

#### 2. RECEIVE DECLARATIONS OF INTEREST

T.J. expense claim

#### 3. CONSIDER APPLICANTS FOR CO-OPTION

There were none

#### 4. CONFIRMATION OF MINUTES

The minutes of the meeting 12 November 2013 were approved and signed

#### 5. PUBLIC PARTICIPATION

##### 5.1. The meeting was closed to allow public participation

##### 5.2. Martin Wilby (District Councillor) reported:

5.2.1. SNDC are busy working on the budget for 2014/2015, which will be agreed in February and are currently looking at a 0% council tax increase.

5.2.2. The community awards are taking place on the evening of 7 February 2014 and some of the local people shortlisted are: Carol Wiles from Harleston, The Bullock Fair Charity Shop Harleston, local Rector Norman Steer and Rachael Hillier a First Responder.

5.2.3. There is a Public Inquiry about 3 proposed wind turbines at Pulham St. Mary and this is due to continue through January and the planning inspector will make his decision known during the summer.

5.2.4. SNDC are encouraging people to recycle their cooking oil and fat to help stop pipe blockages. M.W. reminded us never to put fat, oil or grease down drains, sinks or loos. This can be recycled at various SNDC mini recycling centres including Budgens car park, Harleston, IP20 9AT or Weavers Court car park, Diss, IP22 4QH. Further details can be found at: [www.south-norfolk.gov.uk/cookingoil](http://www.south-norfolk.gov.uk/cookingoil)

5.2.5. M.W. announced there would be no Fracking in Norfolk

##### 5.3. Bev. Spratt (County Councillor) not present

##### 5.4. Isabelle Agrir (Community PCSO) The Crime Statistics report in December:

5.4.1. Tivetshall. An attempted to force a garage padlock (not achieved). A shed padlock was forced and a bicycle taken. She reminded us all to keep aware and lock house doors, cars and keep all valuables out of sight and not become a victim of crime.

5.4.2. I.A. asked if there would be a community fete this year and T.J. replied he did not think so because of lack of organisers.

## 5.5. Parishioners Forum

5.5.1. Concerns were raised about vehicles driving around the village hall car park at speed.

5.5.2. Vehicles driving across the grass around the front of the hall to get to the houses next door. It was said that the grass is getting cut-up and there was not a right of way to these houses. It was suggested planting a hedge to stop this activity. T.J. asked the Clerk to obtain quotes for 10 metres of hedge and planting. **Action Clerk.**

5.5.3. Dog Fouling. Disgust was expressed at all the dog fouling on the verges and footpaths in the villages. It was asked if there could be more signs and dog bins to be placed around the villages and if the SNDC Dog Warden could be informed and patrols carried out. The Councillors asked the Clerk to contact the Dog Warden and obtain quotes for dog bins and signs. **Action Clerk.**

5.5.4. Thanks were expressed for the donation of the Christmas tree and the volunteers, including Ben Underdown, for their assistance in erecting, trimming and removal of the tree.

## 5.6. The meeting was reopened

## 6. PLANNING APPLICATIONS

2013/2283 Application for proposed UPVC conservatory at James Bond Road, Tivetshall St Mary. No objection from the Councillors.

## 7. RECEIVE REPORTS FROM COUNCILLORS AND CLERK

7.1. Playing field/Play area – no update

7.2. Oil buying group:

Val Warren (01379 608133) is now the co-ordinator and has the application forms. C.K. reported they have had a few enquires so far and suggested continue advertising the scheme in the Grapevine. **Action T.J.**

7.3. Saffron Affordable Housing on The Street

C.K. reported again the terrible state of the roads and verges around the housing development and P.C. reported although she was only driving at 28mph her car still skidded in this area. The builders' vehicles parking on the roads were also creating a driving hazard. The Clerk had emailed Saffron Housing before Christmas expressing the Councillors concern regarding the above issues and received a reply from Richard Browes, Development Delivery Officer on 9 December 2013 who reported 'I was surprised at the lack of mud on the road' and suggested it was farm vehicles creating the problem. He informed the council he would ask the contractors to fill the potholes with hardcore. The Councillors confirmed the potholes had been filled, but disagreed that the mud and verge erosion was from farm vehicles. The Clerk was requested to send a strong letter of disagreement to Mr Browes. **Action Clerk.**

7.4. Green Lane/The Street junction

C.K. reported that several parishioners had complained about the visibility of the above junction because of brambles. The Councillors decided to write a polite letter to the homeowner to ask if they could be trimmed back. **Action T.J.**

7.5. Bunny's Burrow land ownership

Regarding the triangle of land opposite the notice board in Tivetshall St. Margaret. After consulting the Land Registry the council was informed it does not belong to Bunny's Burrow. The Councillors have requested the Clerk to contact the Land Registry again to confirm ownership. **Action Clerk.**

7.6. Distribution of Correspondence

C.K. asked if all Councillors could be copied into the Clerk's correspondence, so they could be kept up to date on current affairs.

## 8. TO DISCUSS THE PURCHASE OF COMPUTER EQUIPMENT FOR THE USE OF THE CLERK

8.1 The computer equipment is on hold, as the Clerk is happy to use her own equipment and receive a monthly allowance. T.J. is going to look at current working practices and home equipment allowances. **Action T.J.**

#### 8.2 Clerk Initial Training

All Councillors were unanimous the Clerk should go on the Clerks Initial Training at Loddon on 11 February 2014 at a cost of £45.00. **Action Clerk.**

### 9. CORRESPONDENCE RECEIVED

9.1 Tivetshall Rainbows sent a thank you letter for their £50.00 grant

9.2 NCC Temporary Traffic Restriction Order of The Street, Tivetshall St. Mary from 20-29 January.

### 10. FINANCE

10.1. Balance of accounts received to 10 January 2014 and the Clerk requested a transfer of £2,000 from the Business Saver account to the Community account, unanimous. C.K. will transfer. **Action C.K.**

Letter to Barclay's Bank was signed to close Business Saver account and transfer monies to Community account.

10.2. Risk Assessment completed and P.C. to deliver to T.J. **Action P.C.**

10.3. Half-year review. T.J. will organise after he receives the Risk Assessment. T.J./Clerk to update Asset Register. **Action T.J./Clerk**

10.3.01 Vivienne Dennis to complete Half-year review when Risk Assessment and Asset Register complete.

10.4 Payments approved:

10.4.1. Royal British Legion Wreath Donation £60.00

10.4.2. Primrose Press £124.60

10.4.3. Tony Jollans expenses £22.05

10.4.4. Vivienne Dennis expenses £40.00

10.4.5. Clerk Salary/expenses £286.96 and PAYE £62.40

Invoices inspected & cheques signed at meeting

10.5 Budget 2014/15

T.J. gave all Councillors a copy of the proposed budget which set the precept at £8967.45 (£44.84 per Band D household). After a discussion T.J. proposed to adjust the budget and lower the precept to £8500.00 (£42.50 per Band D household). This was unanimous. The precept registration was completed for the Clerk to post. **Action T.J.**

### 11. COUNCILLORS COMMENTS/FUTURE AGENDA ITEMS

11.1 Donations to local children's charities.

### 12. DATE OF NEXT MEETING

Tuesday 11 February 2014 at 7.30pm.

Meeting closed at 9.40pm