

TACOLNESTON PARISH COUNCIL

Minutes of the Ordinary Meeting of Tacolneston Parish Council on Wednesday 21st October 2020 at 7.00pm Via Zoom

Present: Chairman Cllr McClenning, Cllr Gulliver, Cllr Darrell, Cllr Gowing, Cllr Pincher.

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

1. To consider accepting apologies for absence. Cllr Hooper. Cllr Taylor. Accepted.
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 10.
3. Public Participation
 - a) Reports on matters of interest to the Parish from the District and County Councillors and Tree Warden. CCllr Spratt noted that the Primary School has 99 pupils with a capacity for 106 so the numbers are good. Work is going on to clear out drainage ditches. DCllr Duffin presented a statement highlighting the work carried out by South Norfolk Council during the Covid 19 pandemic to date (Appendix 1). He also highlighted the number of potential development sites which had been put forward for the revised GNLP. Cllr McClenning thanked the district council for all of the work that has been carried out during Covid 19. Cllr Gulliver and Cllr Darrell thanked Naomi Shulver of the Help Hub.
 - 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 9th September 2020. Proposed Cllr Darrell. Seconded Cllr Gulliver. All in favour. Minutes to be signed the following day 22nd October 2020 due to virtual meeting. (Appendix 2)
5. Matters arising from previous meetings.
 - a) Village Sign Update. Repair awaiting for the galvanised cuff to be finished.
 - b) Phone box adoption update. No new news.
 - c) Internet Banking Update. Have applied but waiting for information.
6. Finances
 - a) To note current balances. £19942.79 in the bank, unreconciled balance of £14131.62
 - b) To approve the setting up 2 new signatories for Barclays Bank. It was proposed that Cllr Gowing and Cllr Hooper be set up as signatories for the Barclays account. All in favour.
 - c) To approve setting up a working group to look at the budget for 2021/2022 and appoint members. The working group is to be made up of the Clerk, Cllr Darrell, Cllr Gowing and Cllr Taylor. Proposed Cllr McClenning. Seconded Cllr Gulliver. All in favour. Clerk to email date of the meeting. Working Group to report back to full Council at the November meeting.
 - d) Approve the following payments. Payment of all proposed by Cllr Darrell. Seconded by Cllr Pincher. All in favour.

Payee	Detail	Nett	VAT	Gross
FM Bunn	Wages for September 2020 (bank transfer)	£285.25		£285.25
FM Bunn	Expenses including home working and mileage	£25.35		£25.35
Norfolk	Budget Training for	£132.00		£132.00

Signed:

Date:

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PTS	more experienced clerks. Cllr Darrell and Taylor Budget Training			
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7. To Discuss Planning Applications Received and decide on action to be taken.
 - a. 2020/1721 2020/1722 | Conversion and extension of existing detached out-building to provide annexe accommodation. | 60 Norwich Road Tacolneston NR16 1BY. No comments.
 - b. 2020/1818 | Proposed single storey extensions and demolition of PVC conservatory and construction of bedroom with en-suite. | 97 Norwich Road Tacolneston NR16 1BP. No Comments.
8. To adopt the Internal Control Policy. Documents entitled Procedure for Financial Control and Internal Control Review of Effectiveness had been prepared. Cllr Darrell proposed to adopt both these documents, Seconded by Cllr Gulliver. All in favour.
9. Highways Matters.
 - a. Parking at the school. Cllr Gulliver welcomed Cllr Hoopers redraft of the statement from the Parish Council to the school. She also wanted it recorded in the minutes that she had volunteered to help with traffic duties in a High Vis jacket at drop off and pick up but to date had heard nothing back from the school. Cllr Darrell stated that she would also be happy to volunteer for traffic duty. Cllr Gulliver had received a phone call from a Parishioner regarding this matter, on the 16th October the Parishioner felt he was being put in the position where he could easily be involved in an accident due to the reckless parking and behaviour of the parents at pick up time. Following discussion the Clerk will contact the Police asking for a presence at peak times, she will email NCC Highways copying in CCllr Spratt at his request asking for a lowering of the speed limit at peak times, this subject will also be included in the Tacolneston Times report from the Parish Council.
 - b. Parking outside Pelican Row. Following discussion the following is to be actioned. The Clerk to email Cllr Hooper so that he can update the Council about the situation. Other ideas put forward included a Chicane and double yellow lines. DCllr Duffin sympathised with the Council but explained that such things are expensive, there is no easy way out.
10. To approve a donation of £50 to the Royal British Legion under S137. Proposed Cllr Gulliver. Seconded Cllr Pincher. Cllr Darrell abstained, the remainder in favour.
11. To approve the purchase of 2 shelters for the Recreation Field to be situated beside the football pitch. Proposed to purchase 2 shelter in green at a price of £3828.00 by Cllr Darrell. Seconded Cllr Gulliver. All in favour.
12. Clerks report. The Clerk reported that she had attended a Budget Preparation Course.
13. Correspondence received.
 - a. Bleach Letter. Refer to the Tree Warden
 - b. Norfolk PTS Budget Training. The Clerk and Cllrs Darrell and Taylor have attended.
 - c. Norfolk Police Newsletter and Scam aware. Poster to go on the Noticeboard.
14. To approve the Parish Council Website hosting a page for the Recreation Centre and hosting a booking diary accessed from the site. More investigation required into security and costs. Clerk to contact out provider.
15. To discuss and approve if necessary the tendering for grass cutting services. Discuss with Cllr Hooper. Move to Novembers Agenda.
16. Public Participation. Tacolneston Football Club have asked if a container can be sited on the Rec. Refer the matter to TAFRA.

Signed:

Date:

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17. To set the date and time of the next Parish Council meeting and accept items for the agenda. Next meeting Tuesday 17TH November 2020. 7.00pm via Zoom.

The public are requested to leave due to HR matters being discussed.

18. Review the Clerks appraisal. Cllr Gulliver reported back the details of the Clerks appraisal and noted that both parties are happy.

Signed:

Date:

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