THE TIVETSHALLS
St. Mary & St. Margaret

TIVETSHALL PARISH COUNCIL

Minutes of Tivetshall Parish Council Meeting: 7.30 p.m. Tuesday 9th July, 2013, Tivetshall Village Hall

Present: Lynn Jollans (Acting Clerk), Tony Jollans (Chair), Claire Kirby
Vivienne Dennis (taking minutes)
Martin Wilby (District councillor)
4 members of the public

1. APOLOGIES FOR ABSENCE

   Received from Pam Carpenter & Isabelle Agrir (Community PCSO)

2. RECEIVE DECLARATIONS OF INTEREST

   Tony Jollans declared an interest in item 9.2.6

3. CONSIDER APPLICANTS FOR CO-OPTION

   There were none

4. CONFIRMATION OF MINUTES

   The minutes of the meeting 11th June, 2013, were approved & signed

5. PUBLIC PARTICIPATION

   5.1. Martin Wilby (District councillor) gave his report; spoke about SNC survey; the recent recycling initiative for fats & cooking oils; & reminded all about SNC open day. Some discussion & debate about potential/proposed solar installations in the area. No formal application received in respect of Station Road.

   Bev Spratt (County councillor) not present.

   5.2. Isabelle Agrir (Community PCSO) not present but, via Chair, advised nothing to report, no crimes in Tivetshall.

   5.3. Parishioners' Forum.

   5.3.1. David Evans gave an update re. plinth & plaque for village sign. Perfitts advise wording carved into slate/granite type material of rectangular shape could be £3-400 & would take 6-8 weeks. They will provide formal quote once wording confirmed.

   College advise cracked plinth due to post movement inside; replacing & re-pointing required; but requested to inspect further Sept/Oct. They have offered to undertake other similar jobs (brickwork, path-laying, etc.). David Evans to report back.

   5.3.2. The Hales Street junction discussed; Highways contacted following parishioners' concerns re. exiting junction (poor visibility & speeding traffic). Site meeting held but Highways had no positive or constructive comments.

 Signed: *[Tony Jollans]* (Chair) Date: *[10 September 2013]*

5.3.3. Concerns expressed re. playing field equipment costs. It was clarified that the zip wire repair was an insurance claim following vandalism; other costs discussed recently relate to routine maintenance (bark chippings, creosoting fences & pavilion) which had previously been neglected.

5.3.4. Some discussion about current council arrangements; the Chair confirmed that council was trying hard to recruit, & that advice had been taken to confirm that arrangements were completely acceptable.

6. PLANNING APPLICATIONS

6.1. 2013/0918 & 0919. Revised application. Barns at Mardle Farm. Agreed to reply to planning department echoing district concerns i.e. of access onto A140.

Also agreed to discuss blanket planning standards at some future date.

7. RECEIVE REPORTS FROM COUNCILLORS

7.1. Lynn Jollans approached Ben Cocks; he will assess how many man hours required, & hopefully arrange working party (FOTS) to clear up play area. He also has a contact who could possibly obtain more competitive quote in respect of play bark.

ROSPA report not yet received.

Lynn Jollans written to NORSE to clarify contract terms.

Agreed to contact Community Services for additional help.

Claire Kirby & Maggie Rowan will thin out hedge around pond in August.

7.2. The school's suggestion of Queen Elizabeth Road, for Saffron development, would have involved lengthy procedures, & they have been asked to come up with a second choice/suggestion & to contact SNC direct.

7.3. Oil buying group: Claire Kirby reported that initial enquiries had proved unsatisfactory. Agreed to ask NRCC to attend next meeting to discuss further.

7.4. Meeting with Highways re. Hales Street; see 5.3.2. It was proposed by Chair, & agreed, to write to Highways expressing disappointment at attitude & lack of any positive suggestion.

7.5. Pam Carpenter not present to report on initial training.

7.6. Advised by e-mail that Parish Partnerships application has been successful i.e. trod paths & motion sensitive light. Await letter of confirmation with further details.

7.7. Plinth & plaque; see 5.3.1.

7.8. Solar installations; see 5.1.

7.9. Both footpath issues (Green Lane/Church & Street/Church Lane) resolved.

8. CORRESPONDENCE RECEIVED

8.1. Letter from Tivetshall Village Hall, outlining proposed refurbishment works & purchase of hearing loop/sound system; requesting donation. Agreed to defer discussion.

Letter from SNC returning cheque following mix-up over printing. Lynn Jollans to e-mail clarification of situation.

 Signed: *[Tony Jollans]* (Chair) Date: *[10 September 2013]*

Letter from Jackamans solicitors about land transfer. Matter attended to previously, so Lynn Jollans to advise accordingly.

Letters from Church Hill Surgery & Pulham Surgery Support Group; internal issues; agreed to formally acknowledge receipt of correspondence.

Letter from NORSE advising new address details.

Posters re. SNC Open Day & survey initiative.

NALC: Norfolk Link, AGM resolutions invited, training dates & venues, Vitalise charity letter.

Managing Flood Risk

Creative Arts East: helping to put on local cinema presentations. Agreed to contact in conjunction with Village Hall committee.

NRCC AGM Details

9. FINANCE

9.1. Finance working group report:

1st quarter income & expenditure figures discussed.

Pam Carpenter asked to do internal risk assessments.

It was proposed to ask Vivienne to give an objective view, at mid-year, on the council's procedure & internal controls, & she agreed.

9.2. Payments of invoices as follows were agreed:

Thetford Town Council ROSPA training £36.00
NPTP initial councillor training £35.00
Postage £6.90
V. Dennis June Meeting/minutes £40.00
V. Dennis internal audit £50.00
P. Carpenter travel expenses £28.26
T. Jollans travel expenses £22.77

Balance of accounts available on reverse of agenda; invoices circulated at meeting to all councillors.

9.3. Tony Jollans proposed & Claire Kirby seconded a maximum sum of £1500 for the purchase of woodchip for play area.

9.4. It was agreed that Claire Kirby would arrange for the transfer of £3000 from the savings account to the community account.

9.5. SNC have a new simpler template for precept.

10. COUNCILLORS COMMENTS/FUTURE AGENDA ITEMS

Nothing raised

11. DATE OF NEXT MEETING

Tuesday 10th September, 2013 at 7.30 p.m.

Meeting closed at 9.20 p.m.

 Signed: *[Tony Jollans]* (Chair) Date: *[10 September 2013]*