

Minutes of the meeting of Tilney St Lawrence Parish Council, held 7pm Monday, 01 March 2021, via remote attendance.

Present: Cllr B. Ayres, Cllr C. Ayres, Cllr. J. Corrigan-Davies, Cllr. J. Day, Cllr D. Emsworth, Cllr H. Greenwood, Cllr D Jones, Cllr. D Rayner, Mr R. Smith (clerk), two members of the public.

Absent: Cllr Cullen, Cllr Place, Cllr. Savage.

Unless otherwise stated, actions to be undertaken by the clerk.

The chairman welcomed everyone present reminding attendees that the meeting was recorded and that their images might be captured.

- 21.049. Apologies were received from Cllr Cullen.
- 21.050. No declarations of interest were received.
- 21.051. No representations from members of the public present were made.
- 21.052. It was **resolved** to approve the Minutes of the meeting held on 01/02/2021 and the Minutes of the extraordinary meeting held on Monday 08 February 2021
- 21.053. The following police matters were noted.
 01. Information on Operation Randall
 02. Community Update
 03. Police Connect message.
 04. Norfolk Constabulary and Fire & Rescue Service Collaboration – Annual Report 2021
- 21.054. The clerk reported the following matters.
 01. The website had been updated.
 02. Planning comments had been submitted as resolved.
 03. After having been listed on NextDoor.com, ten applications for the post of part time litter picker had been received. Application forms had been sent to the interested parties with the closing date for application set for 20th March 2021.
 04. It was **resolved** to delegate the appointment of the litter picker to a working party who would undertake remote interviews organised by the clerk. The working party was to be made up of Cllr B. Ayres, Cllr C. Ayres and the clerk.
 05. As previously indicated Mr Jerry McManus had resigned as a councillor, no longer being eligible due to the sale of his house in the Parish. The Notice of Vacancy had been published on the Parish Council's noticeboards and on the website. Three councillor vacancies now existed. There has been one recent expression of interest received in joining the Council.
 06. Confirmation had been received that the authorised signatories for the Unity Trust bank account had been updated, removing Mr McManus and to adding Cllr Corrigan-Davies. The Council's Unity Trust signatories are Cllr B Ayres, Cllr C Ayres, Cllr Corrigan-Davies, Cllr Cullen, and Cllr Rayner.
 07. Seven of the Council's policies were due for review and it was intended to add these reviews to future meeting agendas.
- 21.055. Reports
 01. Chairman's report.
 - i. Whilst posting notices of vacancies on the Parish noticeboards significant damage and deterioration was noticed on the Tilney cum Islington noticeboard. A quote for renovation was to be obtained.
 - ii. The chairman had undertaken some work on the neighbourhood plan and reminded fellow councillors to look through the documents previously circulated.
 - iii. A letter had been received from Terrington St John Parish Council offering to help with writing risk assessments for the new litter picker appointment.
 - iv. The Parish Council had recently made a donation to Community First Responders. Since the end of December, the chairman had been involved in raising £1,700 for the group.
 02. Footway lighting
 - i. Nothing to report.
 03. Footpath, tree, and bus stop
 - i. Nothing to report.

04. Village Hall Committee matters
 i. Cllr Corrigan-Davies reported that due to COVID-19 only the pre-school nursery was using the hall.

- 21.056. Church Report
 i. None received.

21.057. Highways

01. Update on outstanding matters.
 i. The chairman was yet to pick up the Tilney cum Islington nameboards.
02. New matters to be reported:
 i. Pothole on the junction between Main Road and Church Road, Terrington St John.
 ii. Report again broken road surface on Magdalen Road near to entrance to Fleet Timber.
 iii. Potholes on Church Road on RHS heading towards Church.
03. It was noted that grips had been cut into the verges along School Road to assist road drainage.

21.058. Finance

01. The following bank balances as 01 March 2021 were noted: Treasurer's Account £2,999.16; Business Instant Access £30,190.27; Unity Trust £1,135.60; Total £34,325.03.
02. It was **resolved** to approve the February bank reconciliation.
03. It was **resolved** to approve payments to 01 March 2021 as below. This included a late added cheque for £200.00 to Community First Responders signed by Cllr B Ayres and Cllr C Ayres, as resolved Minute 20.033.

Payee/Payer	Transaction Description	Net £	VAT £	Gross £
Eon UK plc	Electricity	101.95	5.10	107.05
EEAST	Community First Responders chq ref	200.00	-	200.00
Clerk	Salary January - SCP 22	607.64		607.64
Clerk	Home office allowance	22.90		22.90
Clerk	Adobe Acrobat subscription contribution	4.22	0.84	5.06
	Total	936.71	5.94	942.65

04. The following receipts were noted: bank interest £13.02.

21.059. Planning applications

01. 21/00126/F: Salgate Barn, Islington Road, Tilney All Saints, PE34 4RY. Demolition of agricultural barn and erection of three dwellings. Proposed new access and re-designate area of concrete hardstanding to storage building yard. It was **resolved** to support the application because it improved the local amenity and the street scene.
02. 21/00123/F: Landor, Chapel Road, Tilney Fen End, PE14 8JL. Proposed replacement dwelling. Cllr Emsworth declared an interest in the development as a next-door neighbour and abstained from voting on the matter. It was **resolved** to support the application as it enhanced the street scene.
03. 21/00069/F: The Laurels, Lynn Road, Tilney All Saints, PE34 4RU. To construct two stables and two sheds as tack room and feed room with a 150mm concrete base. It was **resolved** to support the application as it improved the local amenity.
04. 20/01903/F: Plot 2 on Spice Chase. Amendment details to proposed dwelling. It was **resolved** to make no comment on the application.
05. 21/00229/F: Melmont, Chapel Road, Tilney Fen End, PE14 8JL. Removal or variation of conditions 1 and 3 of 15/00993/RM: It was **resolved** to make no comment on the application.

21.060. The following planning decisions were noted:

01. 20/01991/F: Whitehall Farm Barn, 189 High Road, Tilney cum Islington, PE34 4TF. Conversion of carport to residential annexe, proposed porch including raised landing/steps, addition of Velux roof lights and re-pointing of existing brickwork/removal of existing barn style doors to west elevation. Permitted.

21.061. The following general correspondence was noted:

01. Census 2021.
02. Community Action Norfolk informing the Council of funding opportunities for projects in the Parish.
03. Information from Norfolk ALC regarding sustainable water management planning.

- 04. Latest NCC information COVID-19 update.
- 21.062. Borough and County Council matters.
 - 01. Nothing to report.
- 21.063. It was **resolved** to postpone the date of the next Annual Parish Meeting until further notice.
- 21.064. Regarding the neighbourhood plan
 - 01. Map of Parish to be sent to the chairman.
 - 02. It was noted that the clerk had informed the Borough Council of the Council's decision to proceed with a neighbourhood plan and that the area covered would be the civil parish of Tilney St Lawrence. He had yet to receive a response.
 - 03. Cllr Emsworth had looked at the National Planning Framework.
 - 04. The chairman recommended councillors looked at the Terrington St John neighbourhood plan, as the two parishes had very similar issues.
- 21.065. Regarding the Council's Emergency Plan, the pub was to be removed as a meeting place.
- 21.066. It was **resolved** for the clerk to draw up the armed forces covenant pledge as a document for signature by the chairman.
- 21.067. As a quote had yet to be received, it was **resolved** to defer a decision on cutting the grass verge opposite 10 School Road until the next meeting.
- 21.068. The chairman asked that councillors kept their zip drives up to date. All information relevant information was available on the Parish Council's website.
- 21.069. Items for the next meeting
 - 01. Co-option of new councillor.

The chairman closed the meeting at 7.50 hrs.