

**Minutes of the Meeting of Tunstead and Sco-Ruston Parish Council held at the Horse & Groom
on Tuesday 21st January 2025 at 7:30pm.**

Present: Chris Oakes, Chairman (from 20:16 – items chaired shown in parentheses)
Rob Hetherington, Chairman (up until 20:16)
Julie North
Neil Coston
Jimmy Miller, Clerk

Also present: Nigel Dixon, Clive Rich from the Tunstead Village Hall & Recreation Ground committee, and Nigel Williams & Christine Pallister from the parochial parish council.

1 Public Forum –15 minutes for comments from members of the public
None.

2 Report from Nigel Dixon, NNDC
Nigel spoke about devolution and local government re-organisation and how this would affect Norfolk.

3 Report from Norfolk Constabulary
None.

4 To receive and approve apologies for absence
Apologies were received from Cllrs Powell, Place, Foulds, and Cole.

5 Declarations of interest for items and applications for dispensations
None.

6 To approve minutes of 26th November 2024
Cllr Coston proposed approving the minutes; seconded by Cllr North; unanimous decision in favour.

7 To receive and note the Clerk's report
The Clerk's report was noted.

8) Planning

a) Applications received

LA/24/2472

Anchor Farmhouse, Anchor Street, Tunstead, Norwich, Norfolk, NR12 8HR

Internal works to reconfigure the first floor of dwelling to remove stud work wall and form a new master suite

Cllr Coston proposed that TPC support this application; seconded by Cllr North; unanimous decision in favour of the motion.

b) Applications received since 16th January 2025

None.

(c) Planning decisions

None

(d) Planning Decisions received since 16th January 2025

None

9 Correspondence – To consider and respond to the following correspondence:

Correspondence list to be issued

The correspondence list was noted.

10 Finance

- a) To note Bank Reconciliations
- b) To note Accounts

Cllr North proposed that TPC approve the bank reconciliation and accounts; seconded by Cllr Coston. Unanimous decision in favour.

- c) To approve items for payment:

Payee	Item	Amount
J. Miller	Salary for December 2024	£249.28
J. Miller	Salary for January 2025	£311.60
J. Miller	Home office December 2024 and January 2025	£26.00
J. Miller	Mileage (meeting January 2025)	£15.30
J. Miller	Dog poo bin	£113.94
CC Planning	Attending steering group meeting on 04/12/24	£360.00

Cllr North proposed that the items be paid; seconded by Cllr Coston; unanimous decision in favour.

- d) To approve payment of invoices received since 16th January 2025

After the agenda was issued, an invoice for £440 was received for grass cutting at the church. Cllr North proposed that the item be paid; seconded by Cllr Coston; unanimous decision in favour.

11 Budget and precept for 2025-26

To consider and approve budget for 2025-26

A draft budget had been issued previously and this was considered. Councillors revised the budget slightly and a precept of £9,850 was proposed.

Cllr North proposed approving the budget and the precept demand of £9,850; seconded by Cllr Coston; unanimous decision in favour.

12 Tunstead Village Hall

(Chaired by Cllr Oakes)

Clive Rich said that the solicitors had determined that whoever manages the village hall and recreation ground has the right to maintain and install utilities infrastructure in the loke. However, there are two outstanding tasks which the committee needs to undertake: (1) discussion with the landowners regarding the installation surface water drains; (2) reinforce the agreement regarding the upgrade of the entrance to the loke.

Clive said that the planning permission to build a village hall would lapse on 7th February 2025; therefore permission would need to be re-applied for. He asked if TPC could make the next application when re-

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applying as this would save money. He said that all the documentation was in place for an application except with regard to biodiversity regulation.

Cllr Hetherington asked about the fact that the village hall committee will all be resigning and suggested that one option in this situation would be for TPC to become the sole trustee of the village hall and recreation ground. Cllr Hetherington suggested that TPC join Community Action Norfolk (CAN) so that advice can be accessed regarding how to proceed with the village hall.

Cllr Oakes questioned how much money the village hall committee currently has and Clive replied that it was approximately £47,000. Cllr Hetherington said that this money could be put into a holding account with the Charity Commission when the village hall committee resign so that it can be retained for the village hall and playing field charity.

13 Tunstead churchyard closure

(Chaired by Cllr Oakes)

The issue of the churchyard closure was discussed with input from Nigel Williams and Christine Pallister, who informed the meeting that the churchyard was in a good state of repair. The churchyard is expected to be officially closed in about one year's time.

Cllr Oakes mentioned that the churchyard contains 25 mature trees which would be a liability for whoever takes on the churchyard.

The Clerk said that the choice for TPC was between NNDC taking on the responsibility of maintaining the closed churchyard or TPC taking on the responsibility. If NNDC take on responsibility of the closed churchyard, they have the power to charge TPC for any work they undertake on the closed churchyard.

It was agreed that a proposal to adopt the closed churchyard would be put on the agenda of the next TPC meeting.

Nigel Williams thanked TPC for the work which had been done on the War Memorial

14 Fly tipping in the parish

(Chaired by Cllr Oakes)

Cllr Oakes said that there had been three instances of fly tipping in the Parish. He said that he had reported these to the Police.

15 Flooding

(Chaired by Cllr Oakes)

Cllr Oakes said that a significant amount of work had been done recently on drainage in the Parish and that this should have a significant effect in improving drainage and reducing flooding in the Parish.

16 Neighbourhood Plan

Cllr Hetherington said that a steering group was working towards putting together a neighbourhood plan and was currently working with a consultant. The neighbourhood plan will include a design guide, so that any development within the Parish will fit in with particular design principles, and will also include a housing needs analysis.

17 SAM2 sign

Nothing to report.

18 Agenda items for meeting in February 2025

Proposal for TPC to adopt the closed churchyard

SAM2

CAN membership

Village hall

Meeting closed at 9:30pm.

Date of next Parish Council meeting: 18th February 2025