

**Minutes of the Meeting of Tunstead and Sco-Ruston Parish Council held at the Horse & Groom,
Tunstead on Tuesday 17th February 2026 at 7:30pm.**

Present: Rob Hetherington, Chairman
Robert Cole
Julie North
Tim Place
Jimmy Miller, Clerk

Also present: One member of the public (Nick Nelson) and Nigel Dixon (*left at 8:03*).

1 Public Forum –10 minutes for comments from members of the public

Nick Nelson asked about the planning application at the corner of Crowgate St.

2 Report from Nigel Dixon, NNDC

Nigel spoke about local government re-organisation and about the potential sale of NorseCare along with twenty care homes. He encouraged TPC to apply for the Norfolk Community Fund. He said that this needed to be done by the end of March.

Cllr. Place said that Crowgate Street was closed for weeks and the work, when it took place, took only one day.

3 Report from Norfolk Constabulary

No report was received from Matt Pritty.

4 To receive and approve apologies for absence

Apologies were received from Cllrs Foulds. Powell, Coston, and Oakes. The apologies were approved.

5 Declarations of interest for items and applications for dispensations

None.

6 To approve minutes of the meeting of 20th January 2025

Cllr Cole proposed that TPC approve the minutes; seconded by Cllr North; unanimous decision in favour of the motion. The minutes were duly initialled and dated by Cllr Hetherington.

7 To receive and note the Clerk's report

The Clerk said that he will send out details about councillor training on 10th March to all TPC councillors.

8 Planning

a) Applications received

None.

b) Applications received since 12th February 2026

None.

(c) Planning decisions

PF/25/2297

Walnut Tree Cottage Mill Lane Tunstead Norwich Norfolk NR12 8HP

Addition of timber frame entrance porch, 2 storey extension to south west, first floor extension to west, single storey infill extension and replacing existing north windows with dormer windows.

Approved by NNDC.

(d) Planning Decisions received since 12th February 2026

None.

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

Correspondence list was noted.

Nicola Grimes, from CHS Healthcare, had sent some information regarding how they offer advice to people looking to go into care. The Clerk will put the information on the TPC website.

An organisation called Norfolk Ponds sent some information on their “A Pond for Every Parish” campaign. The Clerk will make contact with Norfolk Ponds regarding the pond at the Recreation ground.

10 Finance

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

After looking at the accounts and bank reconciliation, and comparing the financial position to the budget, Cllr Place proposed approving the bank recs and accounts; Cllr North seconded; unanimous decision in favour. The accounts and bank recs were duly initialled and dated by Cllr Hetherington.

- c) To approve items for payment:

Payee	Item	Amount
J. Miller	Salary for February 2026	£257.28
J. Miller	Home office February 2026	£13.00
J. Miller	Mileage (meeting February 2023)	£15.30
R. Hetherington	Printing for Neighbourhood Plan	£35.00

Cllr North voted to approved the payments; seconded by Cllr Place; unanimous decision in favour.

- d) To approve payment of invoices received since 12th February 2026
- None.

11 To purchase new batteries for SAM2 sign

Cllr Cole proposed in principle buying two batteries if the old SAM2 sign can be functioning; seconded by Cllr North; unanimous decision in favour.

12 Tenders for grass cutting

For the closed churchyard, Cllr Place proposed that Cristian gets the contract for three years but TPC would check whether the frequency of cuts at the rear of the church could be reduced to bring the price down but that TPC would still like to give the contract to Cristian even if Cristian says not to reduce the cuts; seconded by Cllr North; unanimous decision in favour.

For the playing field, Cllr Place proposed accepting the quote from Garden Guardian for one year and to check that there is no duplication of cuts due to bookings previously occurring from both the Village Hall committee and TPC; seconded by Cllr Cole; unanimous decision in favour.

13 Co-option of councillor

After Nick Nelson gave some information on himself, Cllr Cole proposed that Nick Nelson be co-opted onto Tunstead PC; seconded by Cllr North; unanimous decision in favour.

14 Designation of Tunstead as a small growth village

Cllr Hetherington gave a brief update on the complaint regarding designation of Tunstead as a small growth village.

15 Neighbourhood Plan

Cllr Hetherington said that the consultation is ongoing.

16 Village Hall and Recreation Ground

Cllr Hetherington said that there was a delay in getting bank account closed down from the previous committee's end and a delay in getting signatories from TPC's end.

The Clerk said he was uncertain which category to select when logging in to the Charity Commission website. So far, he had checked in as an employee but he said that strictly he was an employee of TPC, not the charity. The Clerk said that he would check with the Charity Commission to clarify his position.

17 Flooding and drainage

It was noted that, despite the recent rainfall, there did not appear to be any drainage issues.

18 Combined charities

Cllr Hetherington said that a meeting had taken place the previous week. He reiterated that TPC is the custodian trustee of the combined charities land. He briefly mentioned the encroachment which had taken place on parts of the land.

19 Agenda items for meeting in March 2026

The Clerk said that he will send out his usual call for agenda items about two weeks before the next meeting.

20 To exclude the Press and Public under the Public Bodies (Admission to Meetings) Act 1960 to consider a matter likely to be confidential.

Cllr Place proposed to exclude the public from the remainder of the meeting; seconded by Cllr Cole; unanimous decision in favour.

21 Employment review

The employment review took place and everyone was happy.

Meeting closed at 9:07pm.

Date of next Parish Council meeting: 17th March 2026