

**Minutes of the Meeting of Tasburgh Parish Council held.
on Tuesday 17th March 2026 in Tasburgh Village Main Hall at 7.30pm**

Present

Brian McGuire (Chair) Jill Casson, Preston Thomas, Willie Crawshay, Adrienne Watts, Jackie Trenavin, Matt Read, Andrew Patrick and Tina Eagle, Parish Clerk.

Also present: No members of the public present, County Councillor Alison Thomas

1. Apologies

Apologies were received and accepted from District Councillor Martyn Hooton, and Keith Read.

2. Declaration of interest for items on the agenda and applications for dispensations

None

3. Minutes of the meeting held on Tuesday 17th February 2026

The minutes of the last meeting were previously circulated. There is a typo required on agenda item 3, Thoms needs to be amended to Thomas. With this amendment it was unanimously **agreed** to accept the minutes as a true record of the proceedings proposed, Jill Casson seconded by Adrienne Watts all in favour.

4. Minutes of meeting held on Tuesday 6th January 2026

The meeting was cancelled as no planning applications were received.

5. Urgent Items to be raised through the Chair

None

6. Reports on meetings/training attended

a) Village Hall Management Committee

It was noted that the recent Quarterly article provided up-to-date information on the current activity relating to the Village Hall.

b) Planning Training

The slides from the session had been previously circulated. Jackie reported that the session was well attended and provided a thorough overview of planning matters.

7. Finance

It was resolved to pay the following:

a) Tina Eagle	Clerk's Salary / expenses	£443.25/£20.01
b) Norfolk Pension Fund	Pension Contribution	£171.20
c) HMRC	Income tax & NI	£134.57
d) Information Commissioners Office	Data Protection Fee (DD)	£47.00
e) Paws Print & Web Ltd	Printing of Quarterlies	£643.82
f) Norfolk Parish Training & Support	Annual subscription	£320.09

The payments presented were **agreed**, proposed by, Matthew Read seconded by Preston Thomas all in favour.

g) Approval online payments

It was **agreed** that Jill Casson would approve the online payments.

- h) Receipts received since last meeting
None
- i) Reserves Policy
Agenda item for April meeting.

8. Public Participation and Exchange of Information

The meeting was suspended to allow the public and those Councillors with a prejudicial interest to speak.

- a) County Councillor Alison Thomas
Alison reported that Elections are going ahead with Devolution being postponed to 2028. A decision on the progress of Local Government Reorganisation is still being awaited on. Morningthorpe Recycling Centre is due to close at the end of the year. The current 25-year lease for the site is due to expire and unfortunately the landowner has confirmed that no further extensions are available. A new independent living scheme in Harleston is progressing bringing, affordable and much needed independent living accommodation to the area.

Alison advised that she would not be standing at the next elections and, as she may be unable to attend the April meeting, wished to offer her thanks and say goodbye. She expressed her appreciation for the proactive approach adopted by the Council.

Alison was asked for her views regarding concerns raised by a parishioner about the A140/Church Road junction (agenda item 12a). She advised that traffic levels are currently higher due to works at the Thickthorn bypass. She suggested that the parishioner's email be forwarded to herself and the Highways Engineer to request any update any traffic analysis undertaken since the completion of the Long Stratton bypass. **Clerk**

- b) District Councillor Martyn Hooton
No report available.
- c) Public Comments
No public present.

Willie Crawshay reported a matter raised at a recent Parochial Church Council (PCC) meeting concerning the gate post at the church entrance, which is regularly being struck by reversing traffic. The PCC intends to replace the gate and asked whether Highways could provide advice on what measures they could put in place to ensure the issue does not continue.

The meeting was reconvened.

It was **agreed** to obtain the advice from Highways on how best to proceed proposed by Matt Read seconded by Jill Casson all in favour. **Clerk**

9. Planning

- a) Planning Applications
 - i) Appl No: [2026/0193](#) Location: Barn South of Farthings Church Road Tasburgh Proposal: Notification for Prior Approval for a proposed change of use and associated building works of agricultural barns to a dwellinghouse (QA & QB) Brian McGuire had viewed the plans and

undertaken a site visit. It was **agreed** to support the application proposed by Adrienne Watts seconded by Matt Read, all in favour.

- ii) Appl No: [2026/0374](#) Location: Land North West of Orchard Cottage Saxlingham Lane Tasburgh Proposal: Erection of cabin and ancillary storage unit for use as a Biology laboratory (Class E9g)(ii) Brian McGuire had viewed the plans. It was **agreed** to support the application proposed by Brian McGuire, seconded by Matt Read all in favour.

An additional late planning application was received in relation to

- iii) Appl No: [2026/0073](#) Location: High Road Farm Ipswich Road Tasburgh Norfolk NR15 1NS Proposal: Removal of condition 2 to enable substitute drawings to be submitted to reflect reduction of bedrooms within unit 2. Removal of previously approved side extension and new window of planning permission 2024/0998 (which consented to conversion of office building to 2no. residential dwellings) Date of decision 25/03/2026. It was **agreed** to submit no further comments.

Alison Thomas joined the meeting.

The meeting was suspended to allow her to provide her report which can be read under agenda item 8a.

The meeting was reconvened.

Alison was thanked for her continued support and for the significant contributions she had made to the community and wider area during her time in office as our County Councillor and was wished well for the future.

Alison left the meeting.

b) Planning Decisions

- i) Appl [2025/3999](#) Location: Manor Farm Cottage Saxlingham Lane Tasburgh NR15 1LP
Proposal: Replacement hardwood windows **APPROVED WITH CONDITIONS**
- ii) Appl No: [2026/0129](#) Location: 55 Church Road Tasburgh NR15 1ND
Proposal: Provision of part of the existing garage into Home Hair Salon and various internal and external alterations **APPROVED WITH CONDITIONS**

c) Planning Appeals/ Enforcement/Tree Preservation Orders

- i) Appl [2025/0150](#) DCLG Reference : 6005304 Location: Land East of Low Road Tasburgh Norfolk. It was **agreed** to reiterate that the Council's previously submitted comments remain unchanged.

d) Next Planning Meeting

It was **agreed** that the next planning meeting would be held on **7th April 2026**. Jill Casson, Adrienne Watts and Jackie Trenavin confirmed their attendance. Jill Casson and Jackie Trenavin **agreed** to take the plans. **JC/AW/JT**

10. Highways

a) Low Road Gritting

The Highway Engineer had confirmed that Low Road was not part of the gritting route.

b) SAM2 data

It was reported that the data from Low Road was still to be downloaded and would be circulated later than usual. **Clerk**

Westcotec had advised that the coin battery for the Upper Tasburgh SAM2 had been replaced at no additional cost. They also advised replacing 2 LED's not working. It was **agreed** to confirm this work at a cost of £111.00 + VAT proposed by Brian McGuire, seconded by Matt Read all in favour. **Clerk**

i) Relocation of SAM2 to Henry Preston Road

It was **agreed** that the SAM2 would be relocated to Henry Preston Road during May and June, to avoid the school holiday period, and the location schedule was updated accordingly.

c) Damaged southbound A140 bus shelter

It was confirmed that all the required paperwork, including two like-for-like quotes, had been submitted to the insurance company and that approval to proceed was awaited. Andrew Patrick was thanked for his additional assistance in ensuring the bus shelter was safely secured for pedestrian use.

11. Advisory Groups

a) Burrfield Park update

It was confirmed that a planning application had been submitted and accepted by the District Council for the priority trees covered by a Tree Preservation Order. It was **agreed** to obtain quotes for TPO 25 24, 27 29, and 30 as identified in the tree inspection report. **Clerk**

i) Members Ward Funding

It was noted that an application for this funding would be submitted in the new financial year. **MH/JC/Clerk**

ii) Commemorative bench/plaque

The Burrfield Park Advisory Group had confirmed the details of the commemorative bench they wished to purchase, including possible fixings. The wording for the plaque would match that used for the bench being installed on the Heritage Field. Details would be forwarded to enable purchase of bench/plaque. **JC/Clerk**

b) Procedural Group

The draft minutes of the meeting held on 23rd February had been previously circulated. It was **agreed** to approve the recommendations put forward proposed by Jill Casson, seconded by Brian McGuire all in favour.

12. Correspondence/Consultations

a) A140 Church Road junction

This was previously covered under agenda item 8a.

b) Environment Agency – River Maintenance

Noted, with no further action required.

c) Member of Parliament grant funding

Correspondence was noted from Ben Goldsborough for Armed Forces Day 27th June. Due to the strict criteria attached to the funding, it was **agreed** not to submit an application. Andrew

Patrick agreed to display a flag on the Village Green to show our support for the Armed Forces Day. **AP**

d) South Norfolk in Bloom Fund

It was noted that we applied on the previous occasion this funding was offered and given the difficulty in getting volunteers resulting in it being left to the usual committed individuals, it was **agreed** not to apply this year.

13. Ongoing items/projects in progress

a) Play area

i) Tractor Repair

This is currently in hand with the Men's Shed.

b) Land known as 'the triangle'

It was noted that details had been received from the Probate Service which contained no reference to the transfer of the land in question. It was **agreed** to proceed with the suggestion put forward to obtain confirmation that those parties with an interest transfer their right of title to the Parish Council. **BG**

c) Defibrillator Training

Community Heartbeat Trust had confirmed that their trainers are currently identifying suitable dates to deliver the free community session. Dates would be confirmed once available.

d) Bug Hotel

Due to work commitments, Andrew Patrick is unable to undertake the bug hotel project. It was **agreed** to contact the Tasburgh Tidy Network to obtain alternative suggestions for how they would like the prize money to be used. **Clerk**

14. New Items

a) Clerks Appraisal

Previously circulated for information. The Clerk was thanked for her continued support and efficiency. It was **agreed** to add an additional item, 2.5, to the Appraiser section to include comments on areas for improvement. **Clerk**

15. Items for next month's agenda

As previously minuted.

16. To confirm date of next meeting, Tuesday 21st April 2026 7.30pm

17. To note date of Annual Parish Meeting, Tuesday 28th April 7.30pm Main Hall

The meeting closed at 9.02pm

CHAIR