

**Minutes of the Meeting of Tasburgh Parish Council held.
on Tuesday 21st April 2026 in Tasburgh Village Main Hall at 7.30pm**

Present

Brian McGuire (Chair) Jill Casson, Preston Thomas, Keith Read, Matt Read, and Tina Eagle, Parish Clerk.

Also present: No members of the public present

1. Apologies

Apologies were received and accepted from County Councillor Alison Thomas, District Councillor Martyn Hooton, Willie Crawshay, Jackie Trenavin, Adrienne Watts and Andrew Patrick.

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

None

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

The minutes of the last meeting were previously circulated. A typo on agenda item 11a, TPO25 needed to be amended to TPO24. With this amendment it was unanimously **agreed** to accept the minutes as a true record of the proceedings proposed, Jill Casson seconded by Preston Thomas all in favour.

4. Minutes of meeting held on Tuesday 7th April 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

Not available

b) Tasburgh Allotment Society

It was noted that the group had met recently. There was no significant update to report other than ongoing work to increase the height of the boundary fence. An allotment plot had also become available and would be offered to the next person on the waiting list.

7. Finance

It was resolved to pay the following:

a) Tina Eagle	Clerk's Salary	£433.85
b) Norfolk Pension Fund	Pension Contribution	£171.20
c) HMRC	Income tax & NI	£143.97
d) Tasburgh Village Hall	Contribution to grass cutting maintenance	£840.00
e) Tasburgh Village Hall	Outside area maintenance contribution	£100.00
f) Tasburgh PCC	Contribution to grass cutting maintenance	£840.00
g) P D Moore	Bus shelter cleaning	£25.00
h) Westcotec Ltd	SAM2 machine repairs	£133.20
i) C A Bailey	Annual internal audit	£90.00

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

j) Approval online payments

It was **agreed** that Brian McGuire would approve the online payments.

k) Receipts received since last meeting

None

l) 4th Quarter Budget Comparison

The 4th quarter budget comparison previously circulated was noted. It was **agreed** to ear-mark the remaining year-end project and contingency funds to Burrfield Park to include the interest accrued from the high interest savings account proposed by Keith Read seconded by Jill Casson all in favour. **Clerk**

m) Inspection of Accounts

A copy of the report was previously circulated. Preston Thomas confirmed the accounts were in order with no matters arising.

n) Reserves Policy

The reserves policy previously circulated was noted and approved.

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

No update available

b) District Councillor Martyn Hooton

No update available

c) Public Comments

No public present.

Preston Thomas reported the upcoming A140 temporary road closures between 5th-16th May to facilitate resurfacing of the carriageway.

The meeting was reconvened.

9. Planning

a) Planning Applications

i) [Appl 2026/0073](#) Location: High Road Farm Ipswich Road Tasburgh NR15 1NS Proposal: Variation of condition 2 to amend boundary detail of planning permission 2019/1112 (which consented to variation of condition 2 of permission 2017/2097 - revisions to design of conversion to barn) Date of Decision: 16.07.2019 It was **agreed** to submit 'no comment' **Clerk**

b) Planning Decisions

i) Appl No:2026/0098 Location: High Road Farm Ipswich Road Tasburgh Norfolk NR15 1NS. Proposal: Lawful development certificate for the proposed use of an existing five-bedroom

dwelling house by up to five individuals living together as a single household and receiving care and support, in line with Use Class C3(b).

APPROVED

c) Planning Appeals/ Enforcement/Tree Preservation Orders

i) Appl No: 2026/0636 Location: Wildlife Amenity Area, Low Road Tasburgh

Proposal: T24 Ash – remove stem due to decay. T29 Ash – re-pollard. T30 Ash –

Reduce height to provide 0.5m clearance over lines. Further discussion would be continued under agenda item 11a.

APPROVED WITH CONDITIONS

It was **agreed** to obtain an update on Case Review No: 2024/8519 proposed by Matt Read seconded by Jill Casson all in favour. **Clerk**

d) Next Planning Meeting

It was **agreed** that the next planning meeting would be held on **5th May 2026**. Jill Casson, Preston Thomas and Brian McGuire confirmed their attendance. Preston Thomas and Jill Casson **agreed** to take the plans. **PT/JC/BMc**

10. Highways

a) SAM2 data and repair

The SAM2 for upper Tasburgh had been repaired and returned. A few weeks data had been downloaded and circulated before being relocated to the next location on Henry Preston Road. Matt Read **agreed** to relocate the SAM2 unit on Low Road and that this monthly task would be reviewed and formally **agreed** at the May meeting. **MR/Clerk**

b) Damaged southbound A140 bus shelter

It was noted that the insurance payment £4659.00 for the replacement bus shelter had been received, and that the approved insurance contractor had confirmed they were applying for a Norfolk County Council work permit, with installation of the new shelter scheduled for 29 April 2026.

c) A140 Church Road junction

The Highway Engineer advised that although the 2024 A140 MRN study identified the Tasburgh Church Road junction as a potential improvement area, no work is currently planned, with priority instead focused on the Newton Flotman Flordon Road/A140 junction. The Network Safety Team also confirmed there have been no recorded accidents at the Church Road junction in the past three years, and therefore no Local Safety Scheme is currently proposed at this time.

d) St Marys Church gate

The Highway Engineer advised that as the gate and post is a long way back from the Highway there are no obvious highway interventions that would address the issue. However, they suggested the Parochial Church Council may wish to consider installing reflectors on the gate/gate post to improve visibility for drivers reversing.

e) Riches Close parking

It was noted that concerns had been raised regarding excessive school parking on Riches Close. Further enquiries confirmed that a residential school trip had been scheduled, resulting in additional drop-offs by parents from Saxlingham Nethergate Primary School. The Headteacher agreed to contact Norfolk Police again for further advice, and both the school and the Council would continue to explore strategies to improve the situation.

11. Advisory Groups

a) Burrfield Park update

With approval received to undertake the necessary work on the above TPOs, one quotation had been received for £1,180.00. It was **agreed** to submit a further planning application for works to the next four priority trees identified in the recent inspection report, and to obtain a second quotation for the approved works proposed by Matt Read seconded by Preston Thomas all in favour. **JC/Clerk**

i) Commemorative bench/plaque

It was noted that an order had been placed for the preferred bench, including the ground-fixing kit and the agreed engraving. Delivery was expected toward the end of May.

12. Correspondence/Consultations

a) Parish Footpath audit

It was **agreed** that no further action was required.

13. Ongoing items/projects in progress

a) Play area

i) Minor injury on play equipment

It was noted that the recent incident had been recorded in the Accident Log and the pole had been sanded down. On further inspection and as the equipment remains within its warranty period, it was **agreed** to contact the supplier NGF Play Ltd for advice and guidance on appropriate remedial action proposed by Matt Read seconded by Jill Casson all in favour. **Clerk**

ii) Tractor repair

Currently in hand with the Men's Shed. It was **agreed** to obtain an update. **Clerk**

b) Land known as 'the triangle'

It was noted that discussions with the relevant parties are currently ongoing. **BG**

c) Defibrillator Training

A date had been scheduled for the free CPR Awareness Training **Saturday 6th June 11am - 1pm Tasburgh Village Hall**. Publicity would be shared on facebook and included in next edition of the Tasburgh Quarterly & Church News. **Clerk**

d) Tasburgh Tidy Network

It was noted that a suggestion put forward was to obtain a planter for one of the village gateways. Having discussed this with the Highway Engineer it was **agreed** it would not be a suitable location for a planter due to space/visibility for drivers or continued maintenance. It was suggested that the Village Green may be a better location. **Clerk**

14. New Items

a) Quarterly Health & Safety Reports

The reports previously circulated were noted with the following recommendations made:

- The previously identified damaged boardwalk slat remains in need of repair. Given the urgency, it was **agreed** to contact Simons Landscaping Ltd to request that a temporary cover be installed over the affected slat to ensure public safety. **Clerk**
- Four additional slats were also noted to have developed splits. It was **agreed** that the affected slats would be identified by marking with spray paint to aid future remedial work.

PT/BMc

b) Quarterly & Church News

It was noted that the deadline for articles was **1 May 2026**.

i) Changes to Yellow Pages and Church News

It was reported that the additional Yellow Pages and Church News previously printed for Tharston Parochial Church are no longer required due to them transferring to the Long Stratton Benefice. This will result in a cost saving on future print runs, although the exact amount is not yet known. **Clerk**

15. Items for next month's agenda

As previously minuted.

16. To confirm date of next meeting, Tuesday 19th May 2026 7.30pm

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

The meeting closed at 8.57pm

CHAIR