

**Minutes of the Meeting of Tasburgh Parish Council held.  
on Tuesday 9<sup>th</sup> December 2025 in Tasburgh Village Main Hall at 7.30pm**

**Present**

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

**1. Apologies**

Apologies were received and accepted from District Councillor Martyn Hooton 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 18<sup>th</sup> November 2025**

The minutes of the last meeting were previously circulated. Agenda item 7c was amended to correct a typographical error, changing £14.57 to £134.57. With this amendment, the minutes were **agreed** as a true record of the proceedings proposed, Preston Thomas seconded by Brian McGuire.

**4. Minutes of meeting held on Tuesday 2<sup>nd</sup> December 2025**

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

No report was available

b) Code of Conduct Training

Jackie Trenavin found the training to be beneficial and was as expected.

**7. Finance**

**It was resolved to pay the following:**

a) Tina Eagle	Clerk's Salary / expenses	£443.25/£36.12
b) Norfolk Pension Fund	Pension Contribution	£171.20
c) HMRC	Income tax & NI	£134.57
d) Simons Landscaping Ltd	Deposit for quote 13445p	£558.00
e) Garden Guardian	Grounds Maintenance	£5122.80

Additional late invoices were received from

Simons Landscaping Ltd	Balance on quote 13445p	£1302.00
Paws Print and Web Ltd	Quarterly printing	£643.82
P D Moore	Bus shelter cleaning	£38.00

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

f) Approval online payments

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

## 8. 2026/27 Budget Planning

### a) Draft reoccurring expenditure & project expenditure

The draft reoccurring expenditure budget and project expenditure were presented and reviewed with various amendments made. Quotes would be needed for the heritage field seating and additional items for Burrfield Park. It was noted that any further updates to the budget and resulting precept would be approved and agreed at the January meeting. **Clerk/JC**

## 9. 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 report was available.

### b) District Councillor Martyn Hooton

No report was available.

### c) Public Comments

Matt Read Matt Read reported that the drain along Saxlingham Lane outside Rookery Cottage was blocked and required clearing and surface water along Low Road which also needed reporting. He also raised concerns about the high volume of traffic using Low Road and advised that although the Camera Partnership Scheme had recently visited Low Rd to conduct checks this was outside peak times. He emphasized the importance of continuing to explore possible traffic calming options for Low Road. Despite previous requests, Google had not removed Low Road from its maps.

Jill Casson noticed that the pedestrian sign at the bottom of Grove Lane had been flashing intermittently for no obvious reason. It was thought that the recent wet weather may have affected its operation.

*The meeting was reconvened.*

It was **agreed** that

- photographic evidence would be provided of the blocked drain and surface water on Saxlingham Lane/Low Road and would be reported. **MR/Clerk.**
- The date of the Camera Partnership Scheme visit would be forwarded to enable data from the session to be obtained. **MR/Clerk**
- Google would be contacted again to request that Low Road is removed as a designated route from their maps. **Clerk**
- The intermittent flashing of the pedestrian sign at the bottom of Grove Lane would be reported to Westcotec for their investigation. **Clerk**

## 10. Planning

### a) Planning Applications

i) Appl No **2025/3183** Location: The Beeches Church Hill Tasburgh NR15 1NB  
Proposal: Replacement door and frame. Listed Building Consent. Preston Thomas had viewed the plans. It was **agreed** to support the application.

### b) Planning Decisions

i) Appl No **2025/3515** Location: Land adjacent to Howard Low Road Tasburgh

Proposal: Non material amendment of 2022/0063 – changes to internal layout causing minor changes to position of windows and doors. Squaring of chimney. Shrinking of footprint through brick dimensioning. Delegated Decision.

**APPROVED WITH CONDITIONS**

ii) Appl No: [2025/2616](#) Location: Watermill House Low Road Tasburgh, NR15 1AR

Proposal: Double garage, gates and estate iron fence **APPROVED WITH CONDITIONS**

c) Planning Appeals/ Enforcement/Tree Preservation Orders

Updated information had been previously circulated.

d) Next Planning Meeting

It was **agreed** that the next planning meeting would be held on **6<sup>th</sup> January 2026**. Jill Casson, Adrienne Watts and Jackie Trenavin confirmed their attendance. Jill Casson and Jackie Trenavin **agreed** to take the plans.

**11. Highways**

a) Flordon Hill village gateway sign

The Highway Engineer had visited the site. A possible solution made by the member of the public was to consider removing the self-sown trees behind the sign which was currently being explored.

**12. Advisory Groups**

a) Burrfield Park

It was noted that there were no further updates.

**13. Correspondence/Consultations**

a) [Launch of consultation on local government reorganisation in Norfolk](#) 11th January 2026

Noted, no further action required.

b) [Consultation on the establishment of a Foundation Stage Unit](#) (extending provision from 3-11 years) at Preston Church of England Voluntary Controlled Primary School from 1 September 2026

Noted, no further action required.

c) Public consultation on [Joint draft Supplementary Planning Documents](#) - 10/11/25- 19/12/25

Noted, no further action required.

**14. Ongoing Projects**

a) Traffic Calming

i) Update on SAM2

Data from the SAM2 machines would be downloaded week beginning 15<sup>th</sup> December and circulated as usual.

**15. Ongoing Items**

a) Play area

i) Tractor Repair

The Men's Shed had confirmed that repairs would be carried out once the weather is drier.

b) Horseshoe Footpath

It was noted that the installation of the new fencing had now been completed.

c) Bug Hotel

Item to be addressed in Spring, when drier weather allows **Clerk**

d) Land known as the 'Triangle'

It was noted that documents are still pending from the Probate Record Service. In the meantime, it was **agreed** that other options would be explored to clarify land ownership proposed by Jill Casson seconded by Matt Read all in favour. **JC/KR**

e) Defibrillator

A new installation date had been scheduled for 11<sup>th</sup> December 2025. Preston Thomas agreed he would be on hand to meet with the installer along with a representative from the Village Hall to ensure all goes smoothly. **PT**

f) Armed Forces Covenant

Confirmation had been received that the Covenant had been formally registered with the MOD. No further update had been received from the District Council regarding information for a possible case study.

g) Members Ward Funding

It was **agreed** that the funding would be used to enhance the visitor experience at Burrfield Park proposed by Keith Read seconded by Preston Thomas all in favour. A meeting with the Advisory Group would be held early January 2026 to discuss ideas and costs. Agenda item for January meeting for finalisation. **JC**

**16. New Items**

None

**17. Items for next month's agenda**

As previously minuted.

**18. To confirm date of next meeting, Tuesday 20<sup>th</sup> January 2026 7.30pm**

The meeting closed at 8.38pm

**CHAIR**