

**Minutes of the Meeting of Tasburgh Parish Council held.
on Tuesday 18th August 2026 in Tasburgh Village Main Hall at 7.30pm**

Present

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

Also present: County Councillor Karl Catchpole and 6 members of the public present

1. Apologies

Apologies were received and accepted from, District Councillor Martyn Hooton, Willie Crawshay and Jackie Trenavin.

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

None

3. Minutes of the meeting held on Tuesday 21st July 2026

The minutes of the last meeting were previously circulated. It was unanimously **agreed** to accept the minutes as a true record of the proceedings proposed by Keith Read seconded by Preston Thomas all in favour.

4. Minutes of meeting held on Tuesday 4th August 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

Matt reported that, following his attendance at the recent meeting, several new Trustees had been appointed and internal redecoration of the Hall had commenced. The proposal to establish a community library would be considered at the next meeting.

b) Tasburgh Allotment Society

Jill reminded members of the Produce Show taking place on 12th September. Although produce may be smaller than usual due to the recent lack of rain, it is hoped that additional bakes and chutneys would be entered

7. Finance

It was resolved to pay the following:

a) Tina Eagle	Clerk's Salary / expenses	£433.85
b) Norfolk Pension Fund	Pension Contribution	£152.86
c) HMRC	Income tax & NI	£143.97
d) Simons Landscaping Ltd	Deposit for Horseshoe footpath gate repairs	£225.00
e) P D Moore	Bus Shelter cleaning	£39.00

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

f) Online payments

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

- g) Receipts received from last meeting
South Norfolk District Council Litter Pick prize funding £50.00
- h) External Audit
Agenda item for next meeting as still awaiting completion certification from PKF Littlejohn.
- i) Unity Trust
Information had been previously circulated. In view of May 2027 parish elections and the change in Councillors that will bring it was **agreed** to defer moving to Unity Trust until after May proposed by Matt Read seconded by Adrienne Watts all in favour. **Clerk**
- j) New Digital AGAR Portal 2027
It was noted that the Smaller Authorities Audit Appointments Ltd (SAAA) is developing a new Digital AGAR Portal to streamline the submission and management of Annual Governance and Accountability Returns (AGAR) The portal is expected to be in place for the forthcoming financial year.

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 Karl Catchpole
Karl reported that he had contacted NP Law Services and had briefed them with regards to the 'land known as the triangle' Contact details were passed over to enable further discussions to be held with them with regards to progressing this further.
- Karl reported that he would be attending a meeting with broadband providers and invited comments from members of the public regarding current broadband provision in the area. Most indicated that the service was very poor.
- It was noted that he would also be observing traffic movements at the Church Road junction accessing onto the A140 to assess whether any issues are occurring at this location.
- b) District Councillor Martyn Hooton
A late report was sent as follows:
- Confirmation that the application for his members ward funding had been submitted for the noticeboards at Burrfield Park
 - Any residents experiencing problems with the Food Waste Recycling service should contact the District Council.
 - The Heritage Field, Pear Tree Open Space, Chestnut Road Play Area, The Countryman Public House, and Tasburgh Village Hall and Playing Fields, had all been approved again as assets of community value for a further 5 years.
- c) Public Comments
A member of the public expressed their interest in setting up and running a community library. Matt Read reported that the matter had been discussed at the recent Village Hall Management Committee meeting, and that the Village Hall was interested in taking this forward.

A member of the public raised concerns with regards to the safety of some trees on Church Road that were covered by Tree Preservation Orders. As they related to privately owned trees, the Tree & Conservation Officer had advised them on the appropriate steps to take this forward. It was suggested they formally put their concerns in writing to the landowner concerned.

The meeting was reconvened.

9. Planning

a) Planning Applications

- i) Appl No: [2026/2159](#) Location: 51 Church Road Tasburgh Norfolk NR15 1ND
Proposal: Single storey ground floor infill extension and first floor side extension including removal of existing rear dormer. It was **agreed** to support the application proposed by Jill Casson seconded by Matt Read all in favour.
- ii) Appl No: [2026/2204](#) Location: Meadows Low Road Tasburgh Norfolk NR15 1LT
Proposal: Proposed alterations to window sizes on main property, and construction of timber clad single-storey mono-pitch outbuilding in rear garden. It was **agreed** to support the application proposed by Jill Casson seconded by Matt Read all in favour.

b) Planning Decisions

None received

c) Planning Appeals/ Enforcement/Tree Preservation Orders

- i) Appeal Ref No: 6005304 Location: Land East of Low Road, Tasburgh, Norwich, Norfolk, NR15 2AR, United Kingdom Planning application reference: 2025/0150

DISMISSED

d) Next Planning Meeting

It was **agreed** that the next planning meeting would be held on **1st September 2026**. Jill Casson, Preston Thomas and Adrienne Watts confirmed their attendance. Preston Thomas and Adrienne Watts **agreed** to take the plans.

10. Highways

a) SAM2

It was noted that the data from both machines had been downloaded circulated and shared with our Beat Manager.

The 30mph repeater signs on Low Road; the sunken highway along Saxlingham Lane had been reported to Highways who had scheduled in work to resolve. The damaged manhole cover on the corner of Henry Preston Road had also been reported to Anglian Water.

11. Advisory Groups

a) Burrfield Park update

A meeting of the Advisory Group had been arranged to finalise proposals for the replacement noticeboards and to agree how the cut timber would be managed following the scheduled tree works.

It was noted that the boardwalk slats requiring repair had been marked, and it was **agreed** that quotations would be obtained. **Clerk**

i) Members Ward Funding

It was noted that funding is still being awaited.

12. Correspondence/Consultations

- a) Application by East Pye Solar Limited for an order granting development consent for the East Pye Solar project (EN0110014) no further action required.
- b) Nature Conservation Fund grant launch details previously circulated of information. It was **agreed** there was insufficient time to prepare a grant application, as any proposed project would require substantial research.
- c) To note a parishioner's email regarding the condition of trees covered by a TPO and the advice provided. This was previously covered under agenda item 8c.

13. Ongoing items/projects in progress

- a) Play area
 - i) Quotes for 2 bay swing
Three of the four quotes were considered. It was **agreed** to obtain additional quotes for Softbond matting before considering further proposed by Matt Read seconded by Jill Casson all in favour. **Clerk**
 - ii) Tractor Repair
It was noted that contact had still not been made with a representative of the Men's Shed to obtain an update on the progress of this work. It was **agreed** that a visit would be made to The Shed during its next opening to obtain an update. In the meantime, a temporary repair would be carried out to ensure no further damage is undertaken. **BMc/AP**
- b) Land known as 'the triangle'
It was **agreed** to contact NP Law to establish whether there is any viable route to securing a registered title for the land without incurring significant costs. **Clerk**
- c) Tasburgh Tidy Network Prize Funding
No further update was available.
- d) Horseshoe Footpath gate repair
Still waiting for confirmation of scheduled start date from contractor.
- e) Tasburgh Village Hall Fete
It was confirmed that table had been booked, and Andrew Patrick offered the use of his gazebo so that those manning the stand would be sheltered regardless of weather conditions. **BMc/JC/AP**
- f) Insurance Company response to additional information re damage to bus shelter
It was noted that the claim handler had referred the matter to the insurer to determine whether any costs could be recovered.

14. New Items

- a) Training
It was **agreed** for the clerk to attend Norfolk Parish Training & Support Autumn Seminar online on 1st October at a cost of £24.00. **Clerk**

15. Items for next month's agenda

As previously minuted.

16. To confirm date of next meeting, Tuesday 15th September 2026 7.30pm

The meeting closed at 8.25pm

CHAIR