

**Minutes of the Meeting of Tasburgh Parish Council held.  
on Tuesday 18<sup>th</sup> November 2025 in Tasburgh Village Main Hall at 7.30pm**

**Present**

Brian McGuire (Chair) Preston Thomas, Willie Crawshay, Andrew Patrick and Tina Eagle, Parish Clerk.

**1. Apologies**

Apologies were received and accepted from District Councillor Martyn Hooton, Jill Casson, Jackie Trenavin, Keith Read, Matt Read and Adrienne Watts.

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

None

**3. Minutes of the meeting held on Tuesday 21<sup>st</sup> October 2025**

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 Preston Thomas, seconded Willie Crawshay.

**4. Minutes of meeting held on Tuesday 4<sup>th</sup> November 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

Report read out as follows:

The Art Festival was a great success both socially and financially. Work continues on our maintenance jobs, and a contract cleaner has now been appointed. The Fire alarm system is due to be installed from first week in January and is expected to take around three weeks to complete. Plans to apply for the community action fund are also in hand. A reminder there is still a vacancy for a Council representative to join the Management Committee.

b) Town & Parish Summit

Slides of the session had been previously circulated and some useful information was provided. The Public Space Protection Order (PSPO) signage was also collected and Andrew Patrick confirmed he would arrange for the signage to be fitted. **AP**

**7. Finance**

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

a) Tina Eagle	Salary	£443.25
b) Norfolk Pension Fund	Pension Contribution	£171.20
c) HMRC	Income tax & NI	<del>£14.57</del> £134.57
d) Tasburgh Village Hall	Updating of fire safety systems	£5000.00
e) The Community Heartbeat Trust	Defibrillator	£2760.00

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

f) Approval online payments

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

## 8. 2026/27 Budget Planning

### a) Draft reoccurring expenditure

The draft reoccurring expenditure budget was presented and reviewed. Minor amendments were noted and the inclusion of the figures for the ground's maintenance contracts would be included. An updated version would be considered further in December meeting. **Clerk**

### b) Precept Projects

Agenda item for December meeting **Clerk**

### c) Grounds Maintenance

The three companies who submitted quotes were reviewed. It was **agreed** to accept the quote of £4298.00 + VAT and appoint Guardian Garden for the forthcoming season proposed, Andrew Patrick seconded, Preston Thomas, 1 abstention **Clerk**

*Alison Thomas joined the meeting*

## 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

Alison confirmed that the Norfolk and Suffolk Devolution Deal had now been formally approved. Attention is now on the Local Government Reorganisation. A [formal consultation](#) is now out inviting views on how local governance structures could evolve to serve our communities better. Alison provided feedback from the online meeting held with Highways in relation to the East Pye Solar Targeted consultation around construction access.

### b) District Councillor Martyn Hooton

Report read out as follows:

The new South Norfolk Bin App had recently been launched. It includes being able to book a slot at local recycling centres and when the free Waste Electrical and Electrical Equipment service (WEEE) comes in 1<sup>st</sup> April 2026 which has been implemented by the Government booking for this too. This will enable roadside/kerbside collection of small electrical items toasters, hairdryers etc that householders would ordinarily put in their black bin.

Norfolk and Suffolk County Councils launched the Local Nature Recover Strategy recently. [Local Nature Recovery Strategy - Norfolk's Local Nature Recovery Strategy - Norfolk County Council](#)

### c) Public Comments

A member of the public reported that the potholes on the bends along Grove Lane needed filling. It was noted that this can be reported using the Highways online system.

*The meeting was reconvened.*

## 10. Planning

### a) Planning Applications

None received

b) Planning Decisions

i) Appl No [2025/1688](#) Location: The Old Rectory Church Hill Tasburgh Norfolk NR15 1N  
Proposal : Variation of condition 2- Updated roof plan to amended layout of PV array to flat roof area at rear, and inclusion of AC unit & space for PV Inverters & Batteries to the South West elevation of the new rear extension of consented permission 2024/2526 (which gave permission for Rear extension. Partial demolition and reconstruction of outbuildings, first floor extension, new garden shed and external landscaping. Erection of greenhouse, removal of existing window and replacement with door to attached curtilage building, erection of clock tower with weather vane, revised design for front railings to balcony at first floor level, changes to window openings at north elevation of house, and minor internal alterations.

**APPROVED WITH CONDITIONS**

c) Planning Appeals/ Enforcement/Tree Preservation Orders

No further update was available.

d) Next Planning Meeting

It was **agreed** that the next planning meeting would be held on **2<sup>nd</sup> December 2025**. Preston Thomas and Brian McGuire confirmed their attendance with maybe either Jill Casson or Jackie Trenavin if available. Preston Thomas **agreed** to take the plans.

**11. Highways**

a) Flordon Hill village gateway sign

It was **agreed** to agenda item for next meeting as Highway Engineer had been away.

*Alison Thomas left the meeting.*

**12. Advisory Groups**

a) Burrfield Park

It was noted that the additional November cut had been undertaken and Burrfield was now entering a period of winter retreat.

**13. Correspondence/Consultations**

a) East Pye Solar Targeted consultation

Willie Crawshaw attended the online meeting with representatives from Highways exceptionally chaired by Alison Thomas. He reported feeling very reassured by the discussions and the clear expertise within Highways, noting that should the proposal proceed, they are very well equipped to deal with the traffic implications. It was **agreed** unanimously that no further comments would need to be submitted proposed Willie Crawshaw seconded by Brian McGuire.

The request from BEPS was considered. It was unanimously **agreed** to respond that the position of the Parish Council was and still is to remain neutral and let residents engage with the consultation process independently. **Clerk**

b) Final Design Code SPD

Noted with no further action required.

c) Preston Church of England Voluntary Controlled Primary School

It was **agreed** to respond to the consultation individually.

d) Norfolk Archaeological Trust

No correspondence had been received.

#### 14. Ongoing Projects

a) Traffic Calming

i) Update on SAM2

Recent data had been downloaded and circulated. The SAM2 is currently on Henry Preston Road, and the location list had been updated to reflect this new location.

#### 15. Ongoing Items

a) Play area

i) Tractor Repair

It was unanimously **agreed** to enlist the help of the Men's Shed to replace the bottom of the tractor board plus 3 treads at a cost of £30.00 for materials plus a donation to the group for labour. Donation cost to be considered and **agreed** at December meeting. **Clerk**

b) Horseshoe Footpath

The two quotes received were reviewed. It was unanimously **agreed** to accept the quote of £1550.00 plus VAT from Simons Landscaping Ltd to repair the fencing proposed Willie Crawshay, seconded Preston Thomas. **Clerk**

c) Bug Hotel

It was noted that work would continue when drier weather allows. **AP**

d) Land known as the 'Triangle'

It was noted that documents are still pending.

e) Defibrillator

Installation of the new defibrillator is due to take place 24<sup>th</sup> November 2025. Preston Thomas confirmed he can be in attendance to meet with the installer. **PT**

f) Armed Forces Covenant

Need to complete a form which is currently in hand. **AP/Clerk**

g) Clerk's new email

It was reported that the transfer of the old emails to [clerk@tasburghparishcouncil.gov.uk](mailto:clerk@tasburghparishcouncil.gov.uk) had now been completed.

h) Members Ward Funding

It was noted that this is still available. Agenda item for December meeting to consider possible projects. **Clerk**

#### 16. New Items

a) 2026 Meeting Dates

It was **agreed** that the Parish Council would continue to meet on the third Tuesday of the month with planning meetings being held on first Tuesday in the Main Hall at 7.30pm **Clerk**.

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

#### 18. To confirm date of next meeting, Tuesday 9<sup>th</sup> December 2025 7.30pm

The meeting closed at 8.41pm

**CHAIR**