



# THURGARTON PARISH COUNCIL

Chair: Tina Tsoukatos

Lynda Ogilvie  
Locum Clerk  
Forge Cottage  
Main Street  
Bleasby NG14 7GH

Email: [Clerk@thurgarton.org.uk](mailto:Clerk@thurgarton.org.uk)  
Tel: 07885 862484

## THURGARTON PARISH COUNCIL MEETING HELD ON THURSDAY 23 NOVEMBER 2023 AT THURGARTON VILLAGE HALL

**Present:** Cllrs T Tsoukatos (TT) (In the Chair), D Lewis (DL), D Bryant (DB), R Foster (RF), N Robinson (NR) and J Ross (JR)

**In attendance:** Lynda Ogilvie (Locum Clerk) and two members of the public.

**Chair welcomed everyone, and opened the meeting at 7.30 pm**

### MINUTES

**2023/63 To hear public representations**

No matters were raised.

**2023/64 To receive apologies for absence**

Cllr Chan sent apologies, which were accepted.

Cllr R Jackson was not able to attend the meeting and sent apologies, which were noted.

**2023/65 To note Declarations of Interest**

There were no declarations of interest.

**2023/66 To approve Minutes of the meeting held on 26 October 2023**

Minutes of the meeting held on 26 October 2023, having been circulated, were approved as a correct record, and signed by the Chair. All members in favour.

**2023/67 To receive Statement from the Chair**

Chair read out the following statement:

*I feel that I must bring to the attention of the Parish that some of the Parish Councillors have been subjected to written and verbal abuse for some time. This is an extraordinarily rare situation to report, in my 10 years of being a Parish Councillor this is the only parishioner who has been abusive in their communications. This type of behaviour will not be tolerated by Thurgarton Parish Council. Parish Councillors are volunteers who give their time and knowledge for the greater good of their parish.*

*The individual involved has now been informed that calls, emails and texts have been blocked to several Parish Councillors and that all communication with Thurgarton Parish Council should be made through the Parish Clerk who is formally engaging with NALC to ensure the matter is handled appropriately, in line with national policy for the protection of persons in public appointments, and in conjunction with all relevant authorities.*

## **2023/68 To receive reports from District and Councillors**

Cllr Jackson was not able to be present at the meeting, but had asked that he be informed of any matters with which he could assist.

## **2023/69 To consider planning applications as follows:**

### **a) Planning applications for**

- i) 23/01969/HOUSE - Erection of detached garage with cladding - Appleadre, Bleasby Road, Thurgarton, NG14 7FW

The following points were raised:

- The location and mass of the proposed garage and its elevated position within the plot means that the garage will be highly visible from the public highway
- The proposed garage is located just 15m from the site boundary of Maley Cottage, a Grade II listed building, and is only 30m from the property itself
- The proposed garage is located a similar distance from Orchard Farmhouse (formerly Tinkers Cottage). Although not formally listed, this property is identified within the Thurgarton Conservation Area Appraisal and the Thurgarton Neighbourhood Plan as being of 'special interest' and contributing to the general feel and nature of the village as a whole and the Conservation Area in particular.

It was further noted that the Design and Access Statement contains statements which are considered misleading.

Members unanimously opposed the application, with the further comment that if NSDC were minded to permit the application the Parish Council would request a condition be included that the building should not be used for other than residential purposes.

- ii) 23/01965/FUL - Change of use of land to residential curtilage. Demolish stable block. Erect 3 bay garage and store with roof mounted solar panels. Willow Tree Cottage Bankwood Farm Oxtan Road Southwell

This application was unanimously supported.

### **b) Update on planning matters including recent and extant applications.**

None reported.

### **c) Any other items notified to Thurgarton Parish Council prior to the meeting and requiring submission of comments before the following scheduled Parish Council Meeting.**

The following application was considered:

23/01779/FULM Checkers Farm, Priory Road, Thurgarton NG14 7GU

Residential redevelopment of former farm complex comprising the residential conversion of existing agricultural buildings to create 2no. self-build plots (including extensions).

Additional comments have been requested to this application.

Members wished to register concern regarding the use of Priory Road and The Hollows as access to the site. Both are heavily used by walkers, horse riders, and cyclists and have limited safe places to allow passing. Additional passing places could be provided, but this would require consent from the owner of the access track. This will be passed to Planning Department, as well as repeating earlier concerns already raised with NSDC. All members in favour of passing above comments to NSDC.

RF will contact Cllr Jackson to re-iterate Thurgarton PC's concerns.

#### **2023/70 Finance**

**a) Payments for authorisation**

Payment sheet, as circulated, was approved with the addition of invoice No 53 from Green Oak Gardening Services for various works.

**b) To note Summary receipts and payments year to date**

Noted

**c) To note Bank reconciliation**

Noted

**d) To consider and decide transferring funds (c £ 9,500) to Business Reserve Account (Interest bearing) so balance equals Total Capital and Earmarked Reserves of £22,928.19.**

After noting some items of anticipated additional expenditure to the end of the financial year, Members agreed the principle of transferring additional funds to the interest bearing Business Reserve Account. Chair to liaise with Clerk to agree the amount to be transferred. All members were in favour of this proposal

**e) Consider and decide applying for a new NatWest payment card, and following issue, amend mandate to remove previous clerk signatory.**

Members approved applying for a new payment card, and removing previous Clerk's details. New card will be in the name of the current Chair, Cllr Tsoukatos.

**f) Initial budget discussion 2024 – 25, including agreement of process and timing**

A draft budget has been circulated and a strategy meeting will be arranged to agree budget and discuss precept. Agreed that this will be in January when there may be some early results from the survey currently being undertaken.

#### **2023/71 Governance Documents**

**a) To review and approve revised Thurgarton Parish Council Code of Conduct**

An updated version of the Code of Conduct for Thurgarton Parish Council, having been circulated, was approved. All members in favour.

**b) To approve timescale for review of Thurgarton Parish Council Standing Orders**

This will be prepared for consideration at the next meeting.

#### **2023/72 Community First Aid Training**

This is ongoing, and attempts are being made to find a corporate sponsor.

#### **2023/73 Strategy Roles : to receive updates and note any necessary actions**

**a) Emergency measures**

NR updated Council following recent flooding. A number of issues are being addressed, including:

- A meeting has been arranged with NCC officers to show them the flow of flood water
- TT has sent all relevant photos and recordings to Ross Marshall (NCC)
- Grant information has been sent to households affected

In addition, the following was noted:

- Village surveys have been sent out
  - The Defibrillator is checked every week
  - There have been some problems with the Beck monitor, which is being put down to network issues. This is being addressed
  - Additional CIL monies have been received
  - Further consideration will need to be given to the new defibrillator to be sited at the village hall as it will need electrical connection but cannot be attached to the wall of the hall due to insulation damage.
- It was agreed to approve expenditure of up to £500 for the appropriate installation of the new defibrillator at the village hall, which is planned for mid-December.

TT updated on her contact with the Internal Drainage Board (IDB). Flood water contained sewerage so it is hoped that Severn Trent may provide financial assistance. IDB agreed to meet with NCC and Cllr Roger Jackson in Dec/Jan. IDB agreed to attend Thurgarton Public Meeting to provide an outline project review of the Thurgarton Flood Mitigation solution

TT noted that she had received a letter from a resident concerning flood water from a neighbouring field which had affected his property.

#### **b) Highways**

DB read KC's report:

- Works are due to commence next week, November 27th. In an effort to investigate and rectify the issue which causes the drain, at the junction between Southwell Road and the Hollows, to surcharge water.
- We now have a map which shows where the village drains and gullies are located. As a result, all of the drains on Bleasby Road have been identified and cleared by our village Lengthsman.
- There are a couple of blocked drains on Priory Road which require Highways attention.
- Overhanging foliage that was obscuring visibility of the 30 MPH signs, on both sides of the 612, as you leave the village heading for Lowdham has now been cleared. Residents are requested to report any similar issues.

#### **c) Communications**

TT reported as follows:

- Remembrance Sunday service was held midday on 12 November at Corner Croft with about 50 people attending. Thanks were sent to residents for once again displaying the poppies around the centre of the village. Thanks were also sent for the display the silhouette of the soldier at the war memorial.
- Ongoing - Plan to review and renew Strategy documents including Code of Conduct, Financial regulations, Standing Orders etc. with the help of the new Clerk.
- Ongoing - Clerk recruitment – role, job spec, salary, hours
- Web site update work will continue
- Strategy Meeting suggested for January to consider budget and precept for coming year – Clerk will arrange suitable date
- Strategy meeting to include consideration of establishing a village car charging point
- Thurgarton People – funding is becoming a problem, as sponsorship income will provide only for two editions. To be considered at Strategy meeting.

#### **d) Environment**

DB reported as follows:

- Green Oak are catching up with various works now that flooding has receded
- Lights and Christmas tree will go up next week

- Garden waste dumped in dyke has now been cleared, and alternative disposal will be found
- A compost bin has been placed near glass bottle recycling receptacles, and a notice will be put up to restrict it for village hall use only.

**e) Village Hall**

There will be a disco on 2 December, and Christmas Eve service. Villagers encouraged to join in.

**f) Projects**

It was reported that there may be a dyke under the village hall – to be further investigated.

Surveys have been dispatched – one paper copy returned so far, and two emailed. A chaser email will be despatched next week.

Savills will be chased re estimated playground costs.

**2023/74 To agreed meeting dates for 2024 and to note date of next meeting:**

**Thursday 25 January 2024**

Proposed meeting dates for 2024 were approved.

**Chair thanked everyone for attending, and closed the meeting at 21.08 hours.**

**Approved as a Correct Record and Signed:**

**Chair**

**25 January 2024**