



**TIVETSHALL PARISH COUNCIL**  
**Minutes of Tivetshall Parish Council Meeting**  
**held at The Village Hall Tivetshall**  
**on 14<sup>th</sup> November 2024 at 7.00 pm**

*These are draft minutes and will be approved at the next meeting*

**Present:** Councillors – Rob Alleguen-Porter, Julie Brown, Steve West, Alyson Read, Carole Youngs,

**Also Present:**

2 members of the public our County Councillor Catherine Rowett and District Councillors Clayton Hudson and Delme Thompson were in attendance

1. To consider apologies for absence  
Apologies received from Kris Temple all agreed to accept
2. To consider declarations of interest on items on the agenda and consider any requests for dispensations  
Julie Brown for the Village Hall
3. Minutes
  - 3.1. To approve the minutes of the 17<sup>th</sup> October Parish Council meeting  
**Proposed Cllr Brown Seconded Cllr West**
  - 3.2. Matters arising from the 17<sup>th</sup> October 2024 **(for information only)**  
None
4. Public Participation to include reports from District and County Councillors  
County Councillor Catherine Rowett sent her report **attached Appendix 1**  
Questions raised on planting trees on the verges and we are to go direct to Highway engineer Adam Mayo  
A question was also asked on the 2 grants on Catherines report and Catherine commented they are not the same grant.  
District councillor Delme Thompson sent his report **Attached appendix 2**  
District Councillor Clyton Hudson gave the following report.  
A parish litter picker was seen on the A140 which was great to report  
Planning matters on a planning application is due on the 28<sup>th</sup> month and there has been much discussion on this.  
The Hives planning application was also discussed and Clayton asked for a meeting with the planning officer and the environment officer has also commented on this not supporting this.  
East Pye solar is now just now coming into the public domain for all to consult on and parishioners are requested to undertake the consultation.  
A parishioner gave the following statement reading the East Pye Solar Issue.  
I wish to give my opinion as I care passionately about Norfolk, the countryside and our wildlife.  
At the exhibition for East Pye Solar, I could see all the fields (bar one) to be used are adjacent to public rights of way and particularly lovely ones at that. An example is that adjacent to Hundred Lane is a battery store of many acres. That will involve a lot of large containers and buildings as well as 3 metres plus of security fencing.  
The fields are mostly Grade2 arable land which grows sugar beet, oilseed rape beans and cereal crops. East Anglia is the bread basket of England.

This project is huge and needs reconsidering because of the irreversible damage it will do to the countryside. What is the point of substituting food, essential for our survival, for energy? The cost both financial and to the environment will be colossal and bad economics when we already produce essential food on the land.

I believe we are just trashing the environment we are trying to save. This is just a money-making exercise by big investors.

The whole issue and policy of net zero and energy and food security needs a major rethink before we destroy our country with all these projects and then regret it. A proposal that we contact Hempnall Parish Chair for his information on this issue.

Questions were raised on why we are having to chase East Pye Solar for details and online you can register online but it was very ambiguous moving forward.

A question was also raised on why local companies and car parks should have Solar Panels on their roofs.

There is Zoom meeting next weds 20/11 which all can join in and the link is on their website and documents.

5. To agree payment of Churchyard maintenance grant.

The clerk had received the request from Tivetshall PCC for the annual churchyard grant and that it be raised from £300 to £350. It was agreed as we had budgeted for £350 and this will be paid asap and is on the system to be paid today.

**Proposed Cllr Read Seconded Cllr Younges**

6. Finance

6.1. To receive the balance of accounts and bank reconciliation **Appendix 3**

6.2. To note receipts since the last meeting

None

6.3. To note payments made since the last meeting

None

6.4. To note payments at this meeting

a) Alan Arber	Salary October	£497.90
b) Alan Arber	Norfolk Pension Fund Clerks pension October	£180.13
c) Nick Sharp	Salary October	£313.07
d) HMRC	Tax and NI October	£204.60
e) CTS	Maintenance items	£213.18
f) Tiv PCC	Churchyard Maintenance Grant	£350.00
g) S Rix	Peppercorn rent	£5.00
h) Lloyd's bank	Monthly Credit card charge	£3.00
i) DPM security	CCTV Maintenance	£247.52
j) A read	Litter Pick and Newsletter	£157.90
k) Payments on Credit card		
l) New defib pads		£101.94
m) New defib battery		£268.33
n) Litter Pick sack holder		£15.98

6.5. To agree any payments that come in after the agenda posted

None

6.6. To receive a report on the parish Finances

At the start of November, the Parish Councils bank account had a balance of £23,567.48 and after today's payments the balance will be £21,008.93 and the clerk also commented that we have a vat reclaim of £405.61 to reclaim and this will be done at the end of November

6.7. To receive a Budget v expenditure report

This will be emailed around to all councillors at the start of December

6.8. To receive and discuss the proposed budget.

The clerk had produced the budget but still awaits the final tax base figures from SNDC that are due by the end of November when the budget can be finalised and presented to all councillors. The chair requested that all councillor's look at this budget and forward their thoughts to the clerk asap. The clerk will forward the updated budget to all councillors once the tax base figures are received

- 6.9. To note Clerks and handyman Pay rise as per government claim backdated from April 2024 and agree payment in December to both the clerk and handyman.

The clerk reported that the cost-of-living rise from the government has been agreed with a basic rise for himself and the handyman is detailed at 0.63 per hour back dated to April 2024, meaning the handyman is due £23.85 and the clerk £171.36 and it was agreed to pay this at in the December pay round.

**Proposed Cllr Alleguen-Porter**

**Seconded Cllr Read**

## 7. Reports from Clerk and Councillors

### 7.1. To receive the Clerk's report including the Handyman's report **Appendix 4**

The clerk had emailed this to all councillors for their attention

### 7.2. To review and update Community Plan **Appendix 5**

This was updated with the actions to be completed

### 7.3. Receive update on requests to reduce speed limits on Station Road and around the School, Village Hall and Village Green

- a) To receive SAM 2 reports from Dudley Adshead

The clerk has sent the paperwork into highways and awaits when the 50% payment for the new SAM 2 machine is due as part of the parish partnership scheme. It was also noted that our SAM 2 machine is in for repair at Westcotec hence no report.

### 7.4. To discuss and update the Bio-Diversity Policy with its actions and time frames **Appendix 6**

The work on this continues and the next steps were agreed as follows

### 7.5. To discuss the action of securing of the Harness for the disability swing

The clerk harness is out of stock and the clerk commented that he is awaiting when this is in stock and will order asap when the contractor reports this is in stock

### 7.6. To discuss the Christmas Tree for this year

The clerk reported that he had received no comments on the issue of the Christmas tree and the parish council agreed. The tree on the green will be covered with lights and the date of this being done will be on Sunday 1<sup>st</sup> December at 10 am volunteers are welcome.

### 7.7. Norfolk County Council Tree Agreement

Norfolk County Council are allowing parish councils to purchase small whip trees on a 50/50 basis and the council.

Busseys have a grant and the woodland trust also do have one and the area to be planted is 100 metres

### 7.8. Formalising agreement with Parish council and Village Hall

The chair will attend the next Village Hall meeting to discuss this although this will be held via zoom and the chair requested that a face-to-face meeting to ensure the duties and responsibilities are known and it may be a little difficult through CAN and this will be sent to the chair from the village hall committee.

### 7.9 Children's Goals for the play area

The goals detailed by the parishioner for £300 which are unsuitable due to health and safety and do not meet our insurance requirements.

The ones that are fully compliant are around £600 and these would meet our health and safety and insurance requirements.

It was agreed to look into this at budget time to see if we can move it forward and the clerk will speak with the insurance company on the actual requirements we require.

There are goals onsite that do meet the requirements at present.

**8. To receive the Village Hall report**

The minutes have not been circulated yet this month

8.1 To agree the nominations for the Village Hall from the Parish Council

No Nominations from the Parish Council.

A thank you was noted for the Halloween party that was well attended by everyone including lots of children from the parish council.

A quiz will be held on 15<sup>th</sup> November and is over subscribed with a waiting list and this is amazing news.

**9. Governance**

With the use of AI becoming a big item in the clerk's world The Clerk commented that he would like to propose we have an AI policy in place to assist him. The change will be made that was requested and this will be circulated via email for adoption asap.

**10. Planning**

10.1. To hear any Planning applications received and after the agenda is posted.

10.2. 2024/3190

Location: Land to The North of Station Road Tivetshall St Margaret Norfolk

Proposal: Request for Screening Opinion under the Town and Country Planning (Environmental Impact Assessment) Regulations 2017 in relation to Proposed Solar Farm and Associated Cable Route

Application Type: Environmental Impact Assessment - Screening Opinion

Questions had been raised in public participation on this request for screening and the council oppose this for the following reasons.

All councillors to write to the clerk to get a comprehensive reason on why we opposed the issue which will then be sent to Planning asap

10.3. To hear an update on Planning Enforcement issues

No Planning enforcement at present.

11. To update Highways Spreadsheet and review outstanding issues and consider any new issues arising. All items reported were reported to the rangers

12. Correspondence

Planning Scoping Screening for Environmental Impact 2024/3190

Updated website

New defib battery received and installed

Defibs checked and the circuit updated

Many Emails on the Bus service

Many Emails regarding East Pye solar

Email regarding payments and how salaries are paid from a parishioner and on what level of tax and NI

Email received from pay roll provider showing this information

Delme Thompson report received tonight after I had left

Catherine Rowett Report received

Clerk report submitted to all councillors via email

East Pye Solar leaflets received

Town and Parish Summit attended

NPTS autumn seminar Attended

Parish Online quote for mapping software.

Email sent to contractor on Harness for the swing but out of stock at present

Request for Grant for PPG group and email sent we no longer use S137 as we have the general Power of competence

Grant application form to be sent to the group

CTS maintenance invoices received

Email from parishioner on Car scheme as noted in the newsletter  
Email again received regarding the junior goalpost's  
Cost of Living pay rise from the government and NALC received and figures worked out for the clerk and handyman  
Ranger's workbook submitted to Highway rangers  
Appraisal sent to Nick and The Chairman for actioning asap  
More work on the budget done but cannot be completed till we know Tax base Figures for 2025-2026  
Height restriction bar details sent to the chair for the village hall committee as requested  
Trees for schools/parish council's information received but area to be planted needs detailing  
Email received regarding Tivetshall PCC annual church maintenance grant  
Email sent to landowners of playing field regarding payment of £5 rent and request was asked to work on the lease of the playing field.  
No reply from the above  
All Councillors now on Gov.uk email addresses so old email box can be closed

13. To consider any necessary training for the new Clerk/Handyman/Councillors  
Training for Kris Temple needs booking asap
14. To receive any urgent items for information and to consider items for the next agenda  
Tree Planting information  
Clerks and handyman's Appraisal  
Budget to be finalised  
PPG group grant

To receive date of the next meeting 9<sup>th</sup> January 2025 at 7pm

Meeting finished at 8.50 pm

## Councillor report November 2024, from Catherine Rowett

11/11/2024

### Work in Progress

A whole host of highways stuff is suddenly coming to fruition: In Fornsett, the village gates have finally arrived, we're having the lorry signs in Tabernacle Lane moved to better locations and more signs installed at the further end, and the water problem caused by the natural spring in Spring Lane is about to be solved (we hope). In several places we're having the damaged edges of the roads mended (but major work on Upgate Street won't begin till after Bunwell Street is open again, which may be some time!). I've got requests in for inspection of collapsed culverts in various places. I'm getting some extra road safety funding for school flashing signs in Burston. The damaged equipment on the Turnpike in Bunwell is to be replaced in the near future. We're making better progress towards the long-awaited signs for the hamlet of Furze Green, to be jointly funded by myself and Councillor Wilby of East Depwade. I'm looking to schedule a site visit to Bressingham and Fersfield to negotiate the exact locations for the new speed limit provisions that need to be submitted for new traffic regulation orders.

### New buses

One of the most exciting developments is the new bus service running between Diss, Long Stratton and Norwich. The Simonds bus number 82 (formerly 2) operates six days a week and runs roughly every hour and right into the late evening, providing a really superb service for residents in Dickleburgh and Tivetshall to go North to Norwich (an evening out in Norwich for £2 each way!) or to head to Diss for the railway station or the town centre. The last bus back from Norwich is at 10.15 pm (or 5 minutes earlier on Saturdays). During the middle of the day on weekdays these buses also continue to and from Norwich railway station.

Disappointingly the timetables for the 84 service to Pulham (formerly 584) and the Bressingham circular bus haven't improved.

### Energy infrastructure and energy saving:

I had a useful session with the officer in charge of the Norfolk County Council energy plan. I'm keeping pressure on to get sensible (rooftops first) provision for clean energy and energy storage with good benefits for local communities, while pushing the government to commit to mandating rooftop solar on new build housing (alongside other zero carbon, low running cost provisions like insulation and solar gain). We won't make sufficient progress on these things unless incentives to export power to the grid are restored to make rooftop solar pay for itself. We also need adequate grid connections and substations for Norfolk communities and businesses. That's the main focus of the Norfolk energy plan, but equally urgent issues are measures for demand-reduction, such as insulation, low-energy travel and zero carbon heating. There's been a lot of hype about speculative applications for solar farms in South Norfolk which I'm following with interest. The potential benefits for farmers and local residents are immense. They can make a farm profitable while practising sustainable agriculture, provide a reliable income alongside smaller scale and more varied cultivation that's more resilient to seasonal disruption, they provide wildlife corridors and help with regeneration of the land. They're not smelly, noisy, nor polluting to our rivers. They can be combined with rewilding, wildflowers, traditional hedges, sustainable agriculture, footpaths, regenerative farming. Climate change disasters will more and more destroy harvests and remove the soil, so an additional source of income for farmers, alongside agriculture, that's not vulnerable to extreme weather events is very helpful.

### Info from Norfolk County Council

*Tree planting update:* In partnership with the Norfolk Farming & Wildlife Advisory Group, the Council is offering [free advice](#) on grant applications to landowners who wish to plant more the

0.5ha of woodland (Woodland creation). Please also [‘Tell Us Where You Planted’](#) by letting us know online if you have planted a tree – to be part of Norfolk’s 1 million Trees story.

*Winter on the roads and at home:* Do check which roads are on the council's gritting routes at [www.norfolk.gov.uk/gritting](http://www.norfolk.gov.uk/gritting). On the same map you can find the locations of around 2000 grit bins in the county that are filled by the County Council and which people can use on public pavements, cycle paths and roads to help everyone get around safely. Please let me know if any of your grit bins have not been filled. You need to check that they are included on the list, especially if you recently bought one.

*Council Budget:* The county council has drawn up initial proposals to bridge a £44.722 million budget gap for 2025/26 and has opened a consultation on three of the “savings” (i.e. cuts) that it has proposed for consideration:

- Raising Council Tax
- Reducing Street Light usage
- Review of its Housing Related Support Services

Full detail of these proposals, and the response form, can be [found online](#). The consultation is now open and will close on Monday 16 December 2024.

## NHS consultation

There is a national consultation about how to improve the NHS. Links to the survey are available [here](#). Nowhere on this site does it say when the consultation closes.

## Info from Central Government

### Support for horticulture and poultry businesses

The government has [announced a package of measures](#) to support the horticulture, poultry and sheep sectors. These include 43,000 Seasonal Worker visas for horticulture and 2,000 for poultry next year and legislation to protect poultry farmers by changing the rules on ‘free range’ labelling so that eggs can be labelled as free range during mandatory housing measures for avian flu. There is [a consultation](#) on similar measures for free-range poultry.

### The Government’s budget

Loads of things here affect what we can achieve at County Council and how residents and businesses will be affected locally. Too much to fit into this report! Some highlights include:

- £1bn for 2025 to extend the Household Support Fund to local authorities. Norfolk’s share is administered by the County Council.
- £1bn uplift (equivalent to 6% real growth) for SEND reform and improving outcomes.
- £2.3 bn for the Core schools budget grant (a much-needed rise in per-pupil funding). There’s also funding for school building repairs.
- £30m for free breakfast clubs in schools and £69m for Family Hubs.
- £500m for Project Gigabit and the Shared Rural Network for rural connectivity.

Contact me

[Catherine.rowett.cllr@norfolk.gov.uk](mailto:Catherine.rowett.cllr@norfolk.gov.uk). See also my Facebook page [here](#).

*Catherine Rowett*

*11<sup>th</sup> November 2024*

**Clr Delme Thompson:**  
**Report for Tivetshall Parish Council November 2024.**

### **Remembrance Service**

My thanks to all who helped facilitate and attended services across our Parishes once again this year.

### **TTJ Keep it Going Grant**

I was very pleased to see TTJ awarded £300, and thank the team for their continued efforts on this important community project.

### **Town and Parish Forum**

The slides and agenda recap from yesterday's meeting are expected soon. Please let me know if you have not received them in the next week.

### **Nominations are open for the 2025 Business Awards.**

Businesses can nominate themselves yourself for up to two awards in any of the 10 categories below.

1. Business Growth
2. Business Innovation
3. Employer of the Year
4. Environmental Impact
5. Food and Drink Producer of the Year
6. Excellence in Advance Manufacturing and Engineering
7. Excellence in Insurance, Financial and Professional Services
8. New Business
9. Small Business of the Year
10. Tourism Business of the Year

Full Details: [Broadland and South Norfolk Business Awards categories | Broadland and South Norfolk](#)

Parishioners can support their favourite shop and pub by voting for them as 'Retailer of the Year' and 'Pub of the Year', and will be entered into a prize draws for the chance to win £100 of shopping and pub vouchers. [Nominate your business, favourite retailer or pub today](#)

Retailers and pubs can request a marketing pack at [awards@southnorfolkandbroadland.gov.uk](mailto:awards@southnorfolkandbroadland.gov.uk)

Nominations close on 13 December 2024. The awards ceremony will take place on 19 March 2025 at Norwich City Football Club.

### **The Business Breakfast**

Tuesday 3 December at Park Farm Hotel, Hethersett

7:30am - 9:45am with optional networking until 10:15am | £13.95 per person

There will be two keynote speakers and council officers will be giving a business support update

A cooked buffet breakfast with tea and coffee will be provided, please select your choice from the drop down menu during the booking process. Please book to secure your space by 26 November as our previous breakfast was over-subscribed.



Appendix 3

31-Mar-24		Running Total	
Current Account	£13,971.30	B/F	13,971.30
		Expenditure	17,169.42
		Income	24,207.05
<b>Total</b>	<b>13,971.30</b>	<b>Total</b>	<b>21,008.93</b>
		Unity Trust account	21,008.93
		<b>Total</b>	<b>21,008.93</b>

## Summary of Financial Position

### Bank Reconciliation @ 1st November 2024

Bank balance - Unity	£23,567.48
Less un presented cheques	
<b>Total</b>	<b>£23,567.48</b>
Cash book	

Payments made at the last meeting 3,928.01

Payments made since the last meeting

Receipts since the last meeting

	£ 699.67
HMRC VAT refund	£ 699.67

Payments to be agreed at this meeting

14/11/2024	Nick Sharp			Bacs	313.07	
14/11/2024	Alan Arber			Bacs	497.90	
14/11/2024	HMRC			Bacs	204.60	
14/11/2024	Mrs Rix			Bacs	5.00	
14/11/2024	Norfolk Pension Fund			Bacs	180.13	
14/11/2024	Tivetshall PCC			Bacs	350.00	
14/11/2024	CTS			Bacs	£ 213.18	
14/11/2024	DPM security			bacs	£ 247.52	
14/11/2024	Lloyds Bank			bacs	£ 3.00	
14/11/2024	Direct 365			Card	£ 268.33	
14/11/2024	Defibshop			Card	£ 101.94	
14/11/2024	Amazon			card	£ 15.98	
14/11/2024	A Read			Bacs	£ 157.90	
					2,558.55	£23,567.48
						21,008.93

Represented as:

Neighbourhood Plan - Locality	-	45.02
Neighbourhood Plan - SNC		1,613.65
Covid Grant		149.79
CIL		133.83
General Reserves		21,715.23
VAT be reclaimed		405.61
Grants		£ 9,100.00

Tivetshall Parish Council

## Clerks Report

This has been a busy month with many planning applications and the work now starting on the budget, which we hope to conclude in time to send our precept request to SNDC at the end of January and that we get a balanced and correct budget to allow the council to run in a good way at all times and meet their responsibilities around the many items we have to meet around salaries, Grass cutting, maintenance to name a few items. This is being made even more difficult as SNDC push more tasks onto clerks and councils moving forward.

If anyone wants to see the budget workings, they are welcome to come and see me at the TTJ I attend and I will take them through how we work and what the calculations look like to get to the budget figure moving forward.

Our new Gov.uk email boxes are in place and we just await the final councillor to be online and the old email address will no longer be used as we slowly migrate all email addresses over to the new system, so from now all emails need to come direct to the clerk on [clerk@tivetshall-pc.gov.uk](mailto:clerk@tivetshall-pc.gov.uk) so I can deal with any queries in the first instance and not after multiple emails going round the houses of councillors taking vital lost time to reach me the clerk.

Personally, I have now reached the pension age so will only be working Monday to Thursday between the hours of 9am to 5pm and obviously on the evenings of meetings which are also taken out of my 8.5 hours weekly working hours. So, if I do not reply due to reaching my hourly week, I am sorry and ask that all parishioner's understand this that I am not full time and only part time.

Our wonderful Vice-Chairman Alyson read is working on a newsletter that will be hitting your doorsteps soon and it includes lots of information around the parish council and the village hall events that we ask you all attend as the volunteers of the village hall put many hours of work into these events and really need your attendance and if possible, more volunteers to help them.

The council still have a space for a new councillor and if anyone would like to take up the role, please get in touch asap direct to myself on the clerk's email address. It is not an erroneous role and you can undertake as much work as you want to or even as little as you want too. But I would say it is very rewarding most days.

I am very lucky as Parish Clerk to have a great team of councillors and an excellent chair who really do make the job a delight.

Finally, due to the extra work falling on my desk I will only be attending TTJ once a month and look forward to seeing everyone at these wonderful events

## **Handyman's Report**

Our handyman Nick has recently undertaken the repair of the Zip line platform to make that safer and as you can see the renovation of the pavilion is coming along nicely and should soon really look nice and again be an asset to the village with extra seating on those wet days for all to enjoy. Nick has donated a new gate to be erected on the playing field and we are looking to access free grants to put a hedge up along the fence to stop and unwanted friends accessing the site as they have done at other village halls.

# Tivetshall Parish Council, Community plan.

## All parts of the plan are in reference to Tivetshalls Neighbourhood plan

We as a council have agreed to focus on and deliver the following projects and actions for the coming year (Jan 2023-Jan 2024)

Project	Why	Agreed Actions	Progress	Councillor /Clerk Lead	Date to be completed
Speeding	To reduce speeding within our villages	<p>New Sam machine working well</p> <p>To ask for the area around the school and Village green to become a 20-mph speed limit and to request the speed limit on Station Road be lowered to 50 mph</p> <p>Speed monitoring by police requested along Station Road. Clerk is submitting the reports to The Police.</p> <p>20 mph zone funding being discussed with County councillor Catherine Rowett</p>	<p>Ongoing with reports submitted at Parish council meetings</p> <p>Email to be sent Catherine Rowett on this issue ASAP</p> <p>Pressure to be kept on highways on this issue and to ensure all accidents are reported to Highways.</p> <p>Awaiting new SAM 2 machine</p>	<p>Dudley Adshead/ Clerk</p> <p>Clerk/ Carole</p> <p>Clerk</p> <p>Clerk/ Dudley</p>	<p>Ongoing Speed checks undertaken</p> <p>Ongoing</p> <p>Ongoing</p>
Playing Field	<p>Playing Field lease expires in 2022, PC not able to plan longer term.</p> <p>Secure Ownership of playing field</p>	<p>We are looking at the possibility of installing in a pole to hold the SAM 2 machine in Moulton Road</p> <p>PC to discuss with landowner and identify whether a new lease is likely to be agreed.</p> <p>The clerk would contact the landowners again on the possibility of a rolling lease to allow us to keep upgrading the play area if possible</p> <p>No grants can be obtained but as we do not have a lease on the field so this cannot progress. Dialogue has been opened with the landowners and the clerk too look at grants for goalposts from the FA</p> <p>Delme mentioned on the possibility of getting the field valued via Pride in Place Grant The playing field is around 4 acres in size</p>	<p>Initial contact made with landowner.</p> <p>Keep contact going John and others to help with date to be fixed</p> <p>3 quotes are needed.</p> <p>To be discussed at Sept PC meeting</p>	<p>RA-P</p> <p>Clerk Clerk and helpers</p> <p>All councillors</p>	<p>Ongoing</p> <p>Ongoing As soon as Possible</p> <p>Ongoing</p>

		<p>The price for 2 sets of goalposts that are fixed into the ground clerk to continue to investigate this issue.</p> <p>The new gate donated by Nick Sharpe needs installing, when possible, with help from the lads at TTJ</p> <p>Possibility of a height restriction sign to be installed</p>	Needs working party to help Nick Village hall committee to be advised and discussions to be held	Nick Julie	Ongoing Ongoing
Pond Area/Village green Heritage project		<p>Village sign to be completely rebuilt it is hoped we can get a local builder to do this and is into heritage building projects</p> <p>Councillor Kris temple is looking to rebuild the Village sign on the green with costings of around £650 but we await quote</p>	Complete rebuild needed of village sign  This will be done asap	Rob Kris	Kris/Clerk Kris
Litter Pick	Parish Litter Pick	<p>Litter picks are only attended by the few and it was agreed we would probably run only 2 from now on with one being around the Easter Holiday to entice the children to join in. The other around late September to coincide with SNDC Great Litter Pick campaign. 2 litter picks a year</p> <p>The last litter pick was attended by 17 people with around 7 juniors attending and all roads were litter picked and lots of rubbish picked up</p>	Ongoing  To be done ASAP	AR/SI  Alyson	Ongoing  Ongoing
Parish Maintenance	Parish Council maintenance for Nick to attend too	<p>Nick is doing a great job and is an asset to the community</p> <p>Nick to look at the entrances to the footpaths from the road.</p> <p>Play area received and Nick to look at and undertake any work detailed in play inspection report.</p> <p>Fence outside the village hall to be replaced</p> <p>New gate for Play area donated by Nick and we need to look at what is needed to get it installed asap.</p>	Nick is working through the list The Clerk has given him  Need new prices for materials	Nick/ Clerk  Nick Clerk	Ongoing  Ongoing Ongoing

		With Nicks appraisal it was felt we should look at other projects for Nick in the new year. It was agreed we would make a sand bag area for parishioners to collect from. Steve West to help with the cutting of the Hedge or get phone number to the clerk of someone who will assist	Ongoing	Clerk	Ongoing
Community Woodland	To be discussed	To look at the possibility of this and looking at areas for this to be planted	Areas to be looked at and details of what's needed to start the project	The Clerk	Ongoing
Enhance Public rights of way in Parish	Looking to enhance public rights of way in the parish	Looking at extra training, funding and ways to enhance our public rights of way via various methods. Green lane and Mill Road. Quiet lane signs need replacing	Grants to be looked at	Clerk	Ongoing
Flooding	Look to assist local parishioners with flooding issues and problems	Clerk to Write to Mr Rackham the landowner regarding the ditches and field on Rectory Lane/the street behind the Post office and the ditches on green lane after the last bungalow there. Also look at funding from SNDC District councillors for new signs helping us to purchase the quiet lane ones and the making of a new depth sign on School Lane ford	Clerk to actioned Clerk to write letter and send to all councillors for agreement Clerk to contact District Councillors on this	Clerk Clerk Clerk	Done Ongoing Ongoing

Signed ..... Chairman

**TIVETSHALL PC BIO-DIVERSITY  
ACTION PLAN**

The Parish Council will manage its land and buildings to enhance and improve the biodiversity through best practises, engaging with its grounds contractors and volunteers and staff.

Desired Outcome	Actions	Location	Target Date	Who	How to publicise
Plant indigenous trees and wildflowers	Create a wildflower and tree corridor using fruit trees	3 to 4 meter strip between play park and playfield to create a natural barrier for when cars use the field for events.	October 2024	All/Contractor	Social and Newsletter
	Plant indigenous trees to create natural barrier	Between Housing and Village hall	November 2024	Councillors	Social and Newsletter
Reduce Mowing to create new habitats that benefit wildlife	Wildflower corridor	3 to 4 meter strip between play park and playfield to create a natural barrier for when cars use the field for events.	October 2024	All/Contractor	Social and Newsletter
	Wildflower habitat and raised beds with shrubs	Area in front of Hedge by the pond on the Green	October 2024	All/Contractor	Social and Newsletter
Enhance water bodies	Look for opportunities to reinstate or put in ghost ponds in areas that have flooding issues	Junction of Ram Lane and Bonds Road, Green Lane.	March 2025	Clerk/Flooding Officer	Talk to Landowners
	Find a way to provide water butts to parishioners at lower cost	Open to All Parishioners	March 2025	Clerk	
	Can we divert more water into Village Pond? (Nick to monitor levels)	Village Pond	March 2025	Clerk/Flooding Officer	
Install Bird/Bat boxes and	Look to purchase Bird and Bat		September 2024	Clerk/Wildlife Rangers?	Social and Newsletter

create hedgehog friendly area and gardens	boxes for Parishioners to buy.	Village Pond. Woodland at the end of the Play Park. Area around Pavilion Both Churches	January 2025	Handyman	Social and Newsletter
	Install Bird and bat boxes		September 2024	Clerk/Alyson	Social and Newsletter
Investigate and publish ways Parishioners can help hedgehogs					
Reduce reliance on pesticides and herbicides	Make part of the contract with our ground work teams	All Areas of Parish owned Land	Mach 2025	Clerk	Talk to Contractors
Health and Welfare	Look to install addition benches in the new habitats we create	Wildflower corridor on Playfield and Village green, Church walk.	October 2024	Handyman	Social and Newsletter
	Register all Parish Green Spaces within our Neighbourhood Plan with the Queens Green Canopy		September 2024	Clerk/Alyson	Social and Newsletter
Grants, Training, involving local businesses	Access Grants/Support from Government and businesses	Village Hall/Play park	On Going	All	
	Attend training and seminars on Biodiversity		On Going	All	
	Install Bike Rack (VH to agree location. Clerk to purchase, Nick to install)		September 2024	Handyman	Social and Newsletter