

Minutes of Burgh and Tuttington Parish Council Meeting held in Burgh Reading Room at 7.30 p.m. On 07/12/2015

Present; Mr David Papworth, Mr Colin Piggott, Mrs Caryl Taylor, Mrs Judith Holloway, Mrs Rosemary Topping, Mr Richard Llewellyn, Mr Frank Hurrell, Councillor David Harrison and Mr J Winterbourne (Clerk)

1. The Chairman welcomed parish councillors and parishioners to the meeting.
There were 2 residents present.
- 2 There were no apologies for absence:
- 3 The minutes for 18/05/2015 had been circulated. They were accepted and signed by the Vice Chairperson.
- 4 Matters arising:
 - a. Drain outside Tutt Cottage still not been properly cleared.
 - b. Finger posts needed outside Tuttington Church to protect wall. Verge has almost been ground away.
 - c. Mr Papworth is still concerned that there is adequate access to fire hydrants.
5. Bure water levels in Burgh: Discussion on water levels and responsibility for management of sluice gates. Mr Grix to be contacted requesting a site meeting with appropriate interested parties to discuss the situation.
6. Clerk's report:
 - a. A number of issues have been resolved over this period. You will remember that we spent time considering the Development Management Development Plan Document in 2012. This has finally gone through all its revisions and been adopted into the Local Plan.
 - b. There has been a request for information under the Freedom of Information Act from "Making Parishes Better Places" 'As part of our commitment to opening up parishes we ask under the Freedom of Information Act 2000 for a copy of an organisation chart detailing the structure of the council and the committee membership for Burgh & Tuttington. Please email it to: makingparishesbetterplaces@gmail.com. In line with the government's [2015 Local Government Transparency Code](#), we also ask that you publish the information on the homepage of your own website or, if you do not have a website, display it in a public place or note it in your meeting minutes.' I have tried to research this organisation but drew a blank. I will prepare an organisational chart as it seems a good idea and send it off once I have located the organisation. They refer to Local Government Transparency Code and use of a website
 - c. Further work has been done on the parish website. It has been possible to acquire the domain name but there needs to be more work before it can go live. The Domain name was available at a special discount rate of £14.00. I have 'bought' it for the year. We are ready to launch but my guide has been very poorly and I have been away a great deal these last few months.
 - d. The Pensions Regulator has been in touch to give notice that the impending staging date for Burgh and Tuttington is 1 May 2017. At present the regulations do not apply but we must

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conform to the legislation. The Chairman's name will be added to the correspondence in case anything changes.

- e. The Police Report from PSCO Brian Levy was received and circulated. No adverse incidents.
- f. Councillor Rosemary Topping had emailed her concerns about the parking and traffic problems at the junction of Burgh Rd and the A140. The police and Highways are combining to serve a traffic restriction on people parking on the verges. Thanks to Rosemary for her continued support. We hope her move has / is going well. We hope she will at least serve out her elected term.
- g. Councillor David Harrison was able to confirm that a restriction on parking will apply to the land around the junction Burgh Rd and A140. Eventually a new roundabout with petrol station and M & S will be sighted on the old Aylsham Bathrooms site.

7 Correspondence:

- a. Some general promotional literature most of which refers to playground equipment.
- b. Emails have been circulated.
- c. A record of members' interests. Copies returned. To David Papworth and Colin Piggott
- d. New Audit Regime. The Parish Council will be automatically included.
 - i. Proposed that we are included in the new arrangements:
 - 1. Proposer Richard Llewellyn
 - 2. Seconder Rosemary Topping
- e. Age Concern have requested a contribution. Our default position that we leave charity donations to individuals
- f. Give Blood posters have been displayed.
- g. The next Rangers visit is planned for 25/01/2016. Notifications to highways by 24/12/2015.
 - i. Immediate concerns : Pull –ins /offs are becoming very degraded. Repairs needed especially in view of expected increased agricultural traffic as a result of the new Anaerobic Digester.
 - ii. The Chairman urged councillors to give detailed information to the Rangers.

8 Planning:

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- a. Application No 20151444 Church Farm was received. The changes to the house were supported. Reservations on the new entrance were noted
- b. Application no 2015 1685 10 Common Lane. The plans were supported.
- c. The anaerobic digester to be sited in Aylsham has been granted planning permission on appeal.

9 Finance:

- a. The Chairman announced that the clerk's pay would be brought into line with a national agreement.
- b. Parish current accounts. The cheques presented at the last meeting have been processed. Our opening balance is £2245.69 (Reminder that the balance includes £895 grant from Broadland District council and £125 lodged from a village fund raiser. An additional £422 was placed in the account from Tuttington Village BBQ)
- c. £10 cheque received from Mr Nigel Grix.
- d. Cheques have been prepared for Tuttington Churchyard £120, Poppy Appeal £34, Burgh Churchyard £120, Clerk's Pay 645.98, Clerk's expenses £156. The cheque for the final part of Clerk's pay will be presented in 07/03/2016.
- e. Precept form has arrived. To cover expected payments for 2015/2016 we need to increase the precept to £2100.
 - i. Proposal to increase the Parish Precept to £2100 for financial year 2016/17.
 1. Proposer: Caryl Taylor
 2. Seconder: Colin Piggott

10 ADJOURNMENT FOR PUBLIC DISCUSSION:

- a. Rainwater following heavy downpours on the bend opposite Heath cottages a concern. Very slow to drain away – walking hazardous.
- b. Inability to contact District Councillors by email worrying. Clerk to seek solution so that District Councillors can be invited to meet Parish Councillors and constituents.
- c. Overgrown hedges are becoming a problem.
- d. Car Boot licence will be up for renewal. Traffic concerns will be addressed by restrictions on parking on the verges. A roundabout will be constructed on the Burgh Road / A140 after 100 houses have been completed.

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- e. Anaerobic Digester: Discussion, following the granting of planning permission on appeal, led to a decision to write to council requesting limits on the use of minor roads in and out of Burgh and Tuttington by tractors transporting maize to the digester. Clerk to consult with Chairman.
- f. Review and obtain firm costs for SAM system.
- g. Councillor David Harrison brought the meeting up to date with changes and progress in at County level.

11 Report on meetings attended: Rosemary Topping had attended SNAP meeting. Concern evinced over the future of Beat Policemen and PCSOs.

12 Any Other Business:

- a. Drainage opposite Heath Cottages inadequate.

Meetings for 2016	07/03/2016	AGM 09/05/2016	05/09/2016	05/12/2016
	Burgh Reading Room @7:30 p.m.	Tuttington Church @7:30 p.m.	Tuttington Church @ 7:30 p.m.	Burgh Reading Room@ 7:30 p.m.

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