

# Minutes of Burgh and Tuttington Parish Council Meeting to include AGM held on Monday 18/05/2015 held in Tuttington Church at 7.30 p.m.

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There were 3 residents present.

Present; Mr D Papworth, Mrs C Taylor, Mr Frank Hurrell, Mrs Judith Holloway, Mrs Rosemary Topping, Councillor David Harrison, and Mr J Winterbourne (Clerk)

1. The Clerk welcomed Parish Councillors and members of the public to the Parish Meeting. New Parish Councillor Colin Piggott was introduced. Nominations were sought for the posts of Chairman and Vice chairman.

Chairman: David Papworth	Proposed	Richard Llewellyn
	Seconded	Rosemary topping
Vice Chairman: Rosemary Topping	Proposed	David Papworth
	Seconded	Frank Hurrell

The chairman thanked the parish councillors for the confidence they continued to show in him. He welcomed the new parish councillors

## 2. Adjournment to AGM

- a. Presentation of accounts. The accounts have been audited by Mr D Cooper. We have stayed in balance. Our assets include £895 which was a grant from Broadland as our share of the development of Vicarage Row. It also includes £125 which was placed in the account for safe keeping. There has been a payment of £90 from Mr Grix to cover previous missed peppercorn rents for the land in Burgh. A letter of thanks with a new invoice for £10 for 2015 -16 will be sent. The precept of £1600 was requested and £1608 received. This threw all the accounts out until it was spotted. In December a precept of £1800 was requested.
- b. Chairman's/ Clerk's report: The issues that have come before the Parish Council have been mainly dictated by the rural nature of the parish council.
  - i. The council wished to come to full strength and decided to allow the casual vacancy to be filled at the forthcoming elections.
  - ii. A number of contacts were carried out by the clerk and the highways to resolve ongoing issues of potholes. These were largely successful. As a council we actively pursued the problem of fly tipping and successfully alerted the council to have items removed from the parish.
  - iii. The issue of speed through the parishes was regular topic. Various ideas were discussed at meetings drawing on PSO Brian Levy' experience and looking wider afield. The most promising solution centred on the use of SAM system. The exact cost has proved difficult to pin down and naturally without firm figures the acquisition of equipment has not been sanctioned. General agreement on sharing has been any such equipment has been forthcoming.
  - iv. As part of the active involvement in road safety an onsite meeting was held to bring forward concerns about the difficulties presented about the current road layout at the Burgh / A140 junction. The meeting was attended by councillors, District Councillor

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Mr D Harrison and a member of the Highways dept. Concern had been expressed over the new housing at Bure Meadows that was about to be commenced. A new roundabout was discussed but its position was unlikely to help improve the junction. On the topic of safety the Chairman expressed his approval for the regular repainting that helped mark out the approach to Tuttington from the A140. The number of tractors coming through the parishes, especially in view of the proposed new anaerobic digester in Aylsham, was a frequent cause of concern. This led to a formal comment from the Parish Council that was added to other private and public concerns such that the planning for the anaerobic digester was turned down on the grounds of transport difficulties.

- v. Scrutiny of planning applications continues to be an important part of the Parish workload. At present a paper copy of all plans comes to the Clerk. Electronic details are made available to all councillors and where necessary the Chairman reserves the right to call a special meeting to discuss plans in situ. It was noted that the planning portal can be difficult to access at times. Apart from the Aylsham anaerobic digester the parish council has been able to support all the plans that have been put forward.
  - vi. The parish council have been exploring the issues of communication. The use of [burgh.tuttingtonparishcouncil@gmail.com](mailto:burgh.tuttingtonparishcouncil@gmail.com) as an email address has been successful. The development of a parish website has largely been completed.
  - vii. The parish council has benefitted from the attendance of Councillor David Harrison and PCSO Brian Levy. Councillor Harrison has kept the parish up to date with ongoing issues of transport, budget and other county wide issues. PCSO Brian Levy has produced regular reports on parish policing matters.
  - viii. The development of Localism was commented on in several meetings. Mr Squires, the officer charged with delivering Localism, attended a Parish meeting to disseminate information on Parish Plans in the light of County Infrastructure Levy and other issues. The Clerk attended a further training session organised by Broadland District council. It was agreed that at present there was little to be gained by drawing up a parish plan.
  - ix. The change in recycling arrangements was welcomed. The Chairman and Clerk attended an information dissemination meeting.
- c. Burgh Memorial Seat. Everything is neat and well cared for.

General Discussion:

- 3. There was 1 apology for absence: PCSO Brian Levy
- 4. The minutes for 02/02/2015 had been circulated. There was one amendment. Richard Llewellyn had been left off the list of attendees. They were corrected, accepted and signed by the chairman.
- 5. Matters arising:

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- a. It should be noted that Mr Nigel Grix has not changed his name to Brian but has brought the rent for land in Burgh up to date. Proposed a letter of thanks be sent with an invoice for 2015.
  - b. Clerk has contacted highways re drainage and hedging
  - c. Fire officer contacted re site of fire hydrants. The fire officer felt that they had up to date maps. This was passed this over to the chairman to develop further. The chairman reiterated his concern that there should be enough water to hand in case of a fire within the parish.
  - d. The missing sign pointing to Aylsham was reported but hasn't been replaced yet.
6. Clerk's report: I defer to the general report I delivered for the AGM. However there are one or two additional comments.
7. Correspondence:
- a. Some general promotional literature most of which refers to playground equipment.
  - b. Emails have been circulated.
  - c. Election information and protocols have been displayed...
  - d. Parish Pages have been circulated.
  - e. Planning details have been forwarded.
  - f. A record of members interests form was handed out for completion. Councillors were reminded to declare any property and sign in the appropriate places.
  - g. Copies of pictures from the Duleep Singh archives have been received. The councillors were aware of their existence and the Clerk was asked to store them.
  - h. Councillors may receive an expenses form to fill in. If it arrives fill it in and return.
8. Planning: Two planning notices have been received re 10 Common Lane. The demolition and rebuilding works were supported. A notice to demolish and rebuild a garage in Wood Lane application 20150630. Both were fully supported. There are no outstanding planning or enforcement notices.
9. Finance: One cheque £267 was presented to cover the cost of Parish insurance.
- a. The Clerk presented the Parish current accounts. The cheques presented at the last meeting have been processed. Our balance is £2245.69 (Reminder that the balance includes £895 grant from Broadland District council and £125 lodged from a village fund raiser.)
  - b. The Precept form duly signed by the chairman for £1800 had been sent off to Broadland
  - c. Full accounts have been audited. They have been accepted and noted in the minutes prior to going off to the government named auditors.
  - d. Land in Wood Lane rented by Nigel Grix. Thank you letter and new invoice to be sent.

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## 10. ADJOURNMENT FOR PUBLIC DISCUSSION:

- a. Continued concern was raised over the sewerage plant serving Vicarage Row. The frequency of visits indicates it is not working properly. The fact that it needed emptying @ 11:15 p.m. on Easter Saturday night was disrupting for neighbouring properties as the stench permeates their bedrooms.
- b. The drain outside Tutt Cottage still hasn't been cleared.
- c. Overgrown hedges are becoming a problem.
- d.
- e.
- f.
- g.

## 11. Report on meetings attended:

- i. Rosemary topping unfortunately missed the last SNAP meeting as the notice of the meeting was too short.
- ii. The Clerk met with Brian Levy to discuss Smiling SID.

## 12. Any Other Business: None

Meetings for 2015	02/02/2015	<b>AGM 18/05/2015</b>	07/09/2015	07/12/2015
	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.

There being no further business the meeting closed at 8:30 p.m.