

Minutes of Burgh and Tuttington Parish Council Meeting held on Monday 15/09/14 in Tuttington Church at 7.30 p.m.

There were 4 residents present.

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

1. The Chairman welcomed Parish Councillors and members of the public to the Parish Meeting.
2. There was 1 apology for absence Mr Richard Llewelan.
3. The minutes for 12/05/14 had been circulated. They were unanimously accepted and signed by the chairman.
4. Matters arising: There were no matters arising.
5. Clerk's report: Events have been proceeding calmly. Emails have been distributed and will be commented on under correspondence. Similarly there has been one planning application that has been dealt with without the need to call a special meeting which is the prerogative of the chairman. Our insurance is up to date. We have heard back from our Government appointed auditors. Any comments will be dealt with under Finance.

Communication is generally an issue for clerks. I have had problems communicating with HMRC but these are gradually being resolved. I have been considering ways to improve our communication with each other and our communities. It would seem a good idea to try and bring in a few changes such as trying to set up a Burgh & Tuttington email address rather than my own joewinterbourne@aol.com. It would make things a little more official. In the same way, it might be a good idea to set up a website that can be accessed by Parish Councillors and the general public. It will need some work and input from everyone to ensure that the right sort of information and access is arrived at. I will start the process and report back next meeting in December 8th 2014.

6. Correspondence
 - a. Some general promotional literature. Most of it refers to playground equipment but one advert was for speed awareness signs. These are growing in popularity and start at around £1000.
 - b. There has been a communication from www.oil-club.co.uk. I checked it out and the price for domestic oil seems several pence cheaper for domestic oil than some local suppliers.

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- c. A recent letter concerns Norfolk county council's budget proposals and priorities for 2015/18. The projected shortfall is just over 147.5m for that period. Expenditure for 2015/16 is forecast to be cut by £17.5m. £13.7m higher than earlier forecasts.
 - d. Emails had been circulated.
 - i. Publication of Old Catton, Sprowston, Rackheath, Thorpe St Andrew Growth Triangle area Action Plan. This proposal needs a response but only as to its soundness and/or legal/procedural compliance. We are not required to comment on the content as this has been passed.
 - ii. An invitation to attend a meeting on the new recycling proposals. The Chairman and Clerk to attend.
7. Planning: 1 planning notices had been received re the Mill at Burgh. The Parish Council had supported the planning application. There are no open cases for Burgh and Tuttington. There are no outstanding planning or enforcement notices.
8. Finance

Following on from our previous discussions, everything remains on track. Clerk is concerned about RTI but will see how it unfolds. Our accounts are audited locally by Mr D Cooper a chartered accountant at no costs. I would like to publically express our thanks to him for auditing our accounts for our AGM in May. PAYE: Real Time Information will now apply. The clerk is still coming to terms with this. Communicating with HMRC is proving difficult. The clerk is still searching for a way to send tax owed online as requested. At present, on advice, I just send a cheque as apparently HMRC can't refuse money sent in good faith.

The Government appointed auditors pointed out that although we receive our parish precept of £1600 we must record it as two sums which equal £1600 as recent changes show the sum comes from two sources. (£1523 from the precept and £77 as a grant.) They also raised the fact that we appear to be holding a relatively large balance. I explained that we are holding £895 as a devolved sum. Also I explained we need to keep a sufficient balance to cover a surprise election.

The amount of work carried out by the clerk has increased since I took over also the minimum wage has increased to £6.50 from 1st October 2014. The chairman suggested a meeting between himself, the vice chair and the clerk to review the situation.

Most of our expenditure will occur in the next few months. As noted earlier we have paid our Insurance premium. I will prepare cheques for Remembrance Day wreaths, the up keep of the parish churchyards, Clerk's pay and expenses and HMRC. At this stage we are not expecting any additional expenditure.

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Reminder that the balance in the Parish account includes £895 grant from Broadland District Council.

9. ADJOURNMENT FOR PUBLIC DISCUSSION

Speedwatch: The Use of speedwatch cameras was discussed and rejected. The general question of speed through the village was discussed. The Clerk was asked to remind residents of their responsibility to cut back vegetation to ensure the speed signs are clearly visible. Residents are urged to note car registration numbers and notify police of vehicles being driven at excessive speeds. Ways to promote speed safety would be welcomed. Flashing signs might be suitable. Concern was raised over the transport routes for the proposed anaerobic digester planned for Aylsham.

County councillor David Harrison brought the meeting up to date with Council business.

1. The anaerobic digester was still awaiting final approval.
2. Budget due out in February. Austerity measures increasing rather than decreasing. Council needs to find £17 million savings rather than £4 million. There can only be more cuts to services.
3. Cottishall solar farm is beginning to make a profit but new access road needed.
4. NNDR still subject to an enquiry but work is hoped to start in 2015 despite problems concerning the Wensum valley section.

The Chairman thanked Councillor David Harrison for his frequent attendance and the clarity of his comments.

10. Report on meetings attended: Judith Holloway commented on SNAP meetings. The SNAP meetings themselves are generally positive. General concerns over speeding were raised at that forum. Skate Park closed at present awaiting maintenance. Issues of young people hanging about Aylsham.

11. Any Other Business: None

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12. Next meeting 8th December 2014.

There being no further business the meeting closed at 8:35 p.m.