

Minutes of Burgh and Tuttington Parish Council Meeting held on Monday 08/12/14 in Burgh Reading Room 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 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 Llewellyn. PCSO Brian Levy joined the latter part of the meeting.
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: Emails have been distributed and will be commented on under correspondence. Similarly, there had been two planning applications that have been dealt with without the need to call a special meeting which is the prerogative of the chairman. Communication is being addressed. A new email address burgh.tuttingtonparishcouncil@gmail.com has been set up and seems to be working. The Clerk showed a brief demonstration of a parish website. A number of screenshots were passed round. Costs were discussed. There would be a cost for the domain name either to rent or buy. Also there would be cost to the host server. The Parish Council were in favour of continuing with the website development providing they were kept abreast of possible costs before final commitment. The Clerk had a very interesting meeting with PCSO Brian Levy to do with speed awareness. Smiling Sid is likely to appear at some time. As requested at the last meeting the Clerk checked the visibility of speed signs. He wrote a letter and made a personal visit to check the sign at the junction of Banningham and Norwich Road. The residents had already hired a skip and were in the process of cutting back. Had a general chat about speed at that end of the village. Reminder that we are one parish councillor short for Tuttington. All councillors will need to be elected next year at the same time as the general election. Once the forms come through the Clerk will pass them on. (These are likely to come between our next meeting and our AGM. Dates to be set this meeting.) Statements of personal / professional interests will also need to be brought up to date. Broadland Council have been contacted about fly tipping in the layby on the Norwich Road. They responded promptly.
6. Correspondence:
 - a. Some general promotional literature most refers to playground equipment.
 - b. Emails had been circulated.

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- i. Neighbourhood planning workshops
- ii. Parish Precept to be covered under Finance
- iii. Voluntary and Community workshops. These have largely passed.
- iv. SAM2 Speed Awareness mobile2. The Clerk was asked to find out costs of such a system and to report back to the Chairman before the grant application deadline of 15/01/2015.
- v. I received an email as part of some research the assistant Clerk at Aylsham is undertaking concerning whether Parish Councils have formally signed up to General power of competence. This came out of the localism Act 2012. Essentially this gives local councils *“the power to do anything that individuals generally may do”* as long as they don't break the law. It is intended to support councils when they wish to be more entrepreneurial. However, there are conditions.
 1. Two thirds of a full complement of councillors must be elected.
 2. The clerk must have a fully accredited qualification such as **the certificate in local Council Administration, the Certificate of Higher Education in Local Policy, and the Certificate of Higher Education in Local Council Administration or the first level of the foundation degree in Community Engagement....** Also the Clerk must have undertaken specific training in the exercise of this power. This has not been discussed at an AGM and the Clerk does not have the necessary qualification.

The Clerk distributed a briefing document. A discussion centred on the current needs of the Parish council. It was felt that there was not a need at present to require the clerk to achieve the requisite qualification

7. Planning: Two planning notices had been received re Tuttington Hall and 6 Rose Cottage. The Parish Council supported both planning applications. There are no open cases for Burgh and Tuttington. There are no outstanding planning or enforcement notices.
8. Finance

The Clerk presented the Parish current accounts.

1. Our income shows our original balance of £2154.34 which included £895 which was a grant from Broadland District Council.
2. We received £1523 as Precept and £73 as a grant. We have to show these as separate amounts.

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3. The Clerk has placed £250 which was the profit from the Tuttington Village Bonfire & BBQ in the account for safe keeping until its use has been decided.
4. 2 cheques were presented for £17 each to cover remembrance wreaths.
5. A cheque was presented to cover Clerk's expenses of £156.
6. The Chairman brought the Parish councillors up to date concerning a meeting held between the Chairman, Vice Chairman and the Clerk bringing the Clerk's pay in line with the minimum wage. A cheque was presented for £975 gross for the Clerk's pay. The tax due to HMRC will be sent online from the clerk's personal account to comply with RTI.
7. 2 cheques for £120 each were presented to help with deferring the churchyard maintenance costs for each church in the parish.
8. Precept: to cover our anticipated expenditure for 2015/16, the parish council will need to increase the Precept. After discussion, a motion was proposed by F Hurrell and seconded by R Topping to request a Precept of £1800. It was unanimously passed. The Chairman signed the relevant form.

Reminder that the balance in the Parish account includes £895 grant from Broadland District Council and £250 for community / charity.

9. ADJOURNMENT FOR PUBLIC DISCUSSION:

- a. Aylsham anaerobic digester: Following a discussion of the current difficulties entailed by frequent large farm vehicles passing through the Parish, (In excess of 60 during one day noted), a motion was unanimously passed as follows.

"Whilst not objecting to the principle of the anaerobic digester, we would like to object to the use of Burgh and Tuttington villages as part of the route to and from the digester owing to the narrowness of the roads and the size and frequency of the vehicles."

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It was requested that this motion be taken to the planning committee.

- b. Councillor C Taylor raised a resident's concern over fly tipping. (Broadland had already responded.) The Clerk was asked to refer potholes in Common Lane and Beck Lane to Highways.
- c. PCSO Brian Levy arrived in time to comment further on the discussion concerning the best way to tackle speeding vehicles through the parish.

10. Report on meetings attended: The Chairman and Clerk attended a meeting on the new Waste management. Very Useful and informative.

11. Any Other Business: None

12. Next meeting:

Meetings for 2015 02/02/2015, AGM 18/05/2015, 07/09/2015 07/12/2015

There being no further business the meeting closed at 8:50 p.m.