

Minutes of Burgh and Tuttington Parish Council held on Wednesday 11th March 2020 in Burgh Reading Room @ 7.30pm.

Attendees: Councillors Ian Kinghorn, Colin Piggott, Jeremy Hickling, Simon Covey, Janet Lodge, Joseph Winterbourne clerk, District councillors Sue Catchpole, County councillor David Harrison

1. *Welcome*: The chairman welcomed councillors and residents to the meeting.
2. *Apologies*: 1 apology Vicki Taylor
3. *Declaration of interests*: There were no declarations of interest.
4. *Minutes of the previous meeting 08/01/2020*. The draft minutes of the previous meeting had been circulated. Minutes accepted.

Proposer: Colin Piggott

Seconder: Ian Kinghorn

Unanimous

5. *Matters arising*:
 - a. *Village Gates*: See item 8.
 - b. *SAM2 funding application update*. {Simon Covey} Awaiting reply from Broadland
 - c. *Update on work done on the risk register*. (Ian Kinghorn) In progress
6. *County/District councillors*: Updates. Sue Catchpole reported that the full council had presented a budget that included a 30% increase in councillors allowances. The Sue Catchpole and David Harrison did not vote in support of this as they felt it was inappropriate to increase allowances at the same time as council tax was being increased. There are plans to develop a new food processing hub near Costessey. The idea is to promote the processing in Norfolk of food produced in Norfolk. It should assist small businesses to grow. David Harrison reported that government money has come into Norfolk. Queen Elizabeth Hospital Kings Lynn and Hellesdon Mental Hospital had received grants. There is concern that not sufficient funds have been made available for care in the community. Money would be available to support apprenticeships. There is a white paper on reorganisation. This could have wide ranging implications for county and parish councils.
7. *Adjournment for public discussion*: The digester serving Vicarage Row houses has caused some concerns. It is being emptied twice a week which seems to indicate that it is not functioning properly. There has been an increase in sewerage gas released. The Clerk was asked to email Wherry Housing and copy Highways in.

8. *Village Gates: Motions on gates*.

Motion: 1: *We propose to install a village gate or gates at the two boundaries of Burgh-Next-Aylsham incorporating a village nameplate.*

- a) *Votes in favour* 2
- b) *Votes against* 0
- c) *Abstentions* 2
- d) *Motion 1 carried.*

Motion: 2 *We propose to install a pair of gates at each of the two boundaries of Burgh-Next-Aylsham incorporating a village nameplate.*

- a) *Votes in favour* 2
- b) *Votes against* 0
- c) *Abstentions* 2
- d) *Motion 2 carried. Two pairs of gates with nameplate 0+to be installed in Burgh-Next-Aylsham*

Motion: 3 *We propose to install a village gate or gates at each of the three boundaries of Tuttington incorporating a village nameplate.*

a) *Votes in favour* 4

b) *Votes against* 0

c) *Abstentions* 0

d) *Motion 3 carried* One single gate with nameplate to be installed at each boundary in Tuttington.

Motion: 4 *We propose to install a pair of village gates at each of the three boundaries of Tuttington incorporating a village nameplate.*

a) *Votes in favour* 0

b) *Votes against* 4

c) *Abstentions* 0

d) *Motion 4 failed*

Action point: Clerk to contact Highways re two pairs of gates for Burgh and 3 single gates for Tuttington. There is a working budget of £4000 promised by David Harrison.

9. *Motion: To bring the Annual Meeting of the Parish and the Annual Parish Council Meeting of Burgh and Tuttington together on the same night.*

a) *Votes in favour* 4

b) *Votes against* 0

c) *Abstentions* 0

d) *Motion carried.*

Annual meeting of the parish to precede the annual parish council meeting on 20/05/2020 in Tuttington parish church @ 7:30 p.m.

10. *Clerk's Report:* Emails have been received and circulated. Election services have been contacted. PAYE forms have been brought up to date to close the financial year. The District Council have been alerted to the damage to the fencing around Tuttington Green. Sub-committee to set agenda was convened. Notices have been placed on village noticeboards and parish website.

11. *Correspondence:*

1. Members pecuniary Interests forms were returned.

2. Response to Boundary Commission. Any response needs to be with the commission by 24/03/2020.

3. Response to GNLP.

GNLP Stage C Regulation 18 Draft Strategy and Site Allocations Consultation

We wish to comment upon the proposed development at Aylsham for 300 homes at sites GNLP 0311, 0595 and 2060 west of the A140. We support the reduced scale of the development and its location, and provision for a new school. However, we remain concerned about the capacity of the Anglian Water sewage works just north east of the proposed site. We would like an assurance that the increase in sewage waste caused by the development will not raise the risk of release of untreated sewage into the river Bure affecting downstream reaches. There have been problems with waste disposal at previous developments in Aylsham and this could become more significant if the option for development of building a further 250 homes at Aylsham is also taken up.

Draft document prepared by Cllr. Simon Covey, 24 February 2020

Accepted at parish meeting. Thanks offered to Simon Covey for work done.

4. CPRE Although it is a pressure group, the CPRE does offer a detailed comment on the GNL. Brief discussion took place on the use of pressure groups. Clerk to continue to distribute emails for information purposes.
5. Tuttington Green. A meeting took place on the Green with Jamie Henry. Councillors Simon Covey and Jan Lodge joined the clerk. The clerk outlined the current position as he understood it. Namely that Broadland District Council maintained the Green as a village amenity. The fence is beginning to deteriorate and remedial action is needed.

Jamie Henry explained that his brief was to explain that Broadland and South Norfolk council were looking at ways to reduce expenditure on pieces of land and as such would want to remove fencing rather than maintain it. He did confirm that at present Broadland and South Norfolk council would continue to cut the grass and look after the trees. He did indicate that Tuttington was seen as 'out on a limb' and that economies over use of diesel to get to such places may become an issue in the future. The clerk pointed out that his lanyard displayed the motto 'community together' and pointed out that village Green was essential in promoting the village community life.

There were inconsistencies over the ownership of the land. His plan did not show existing owners. He promised to take back our concerns to his superiors and ask them to review the issue. He would email a response. A response was received just prior to the meeting. The email stated clearly that Broadland would no longer repair the fence but would continue to cut the grass. Action point: The clerk would initiate discussions with the residents on the Green and report back to the parish council.

6. Links on parish website. Links on parish website: As clerk, I receive numerous emails and requests for the parish to support various causes. At present, I send these round to councillors and await a response. In this case I have received several emails requesting in strong terms that we place a link on our parish website to the local employment office. There was no response from councillors when I sent the original email round. It does raise the issue of which links do the parish council want on the official parish website. Brief discussion elicited the view that links on the parish website should be of primary interest to the parish residents and promote the efficiency of the parish council.
7. Pensions Regulator. The three yearly update of pensions statement is due. I am not proposing to request a pension contribution from the parish council. I propose to add Ian Kinghorn (chairman) as the additional nominee for correspondence.
8. Co-option of parish councillor. Notices have been placed on village noticeboards. Election services have been contacted. The election services will notify the parish council on 12/03/2020 if they have received a letter from 10 residents seeking an election. The procedure for co-option would be followed.
9. *Cilca update*: The clerk has submitted the application form for parish clerk training. The course starts 12/03/2020. The paperwork contains a contract to be signed by the trainer, the clerk and the parish council. The parish council reiterated its support for the training and financial implications. The chairman signed the grant form.
10. *Sheringham and Dudgeon Scoping Report*: Burgh and Tuttington parish council is a named council with an interest. A public meeting and exhibition will be held in Aylsham Town Hall on 1st April 2020.

12. *Planning*: No new planning applications. Receive any reports on current wider planning issues. Simon Covey is keeping a watching brief on the developments of the Wind Farms. He reminded the parish council that the ex MP Norman Lamb had tried to raise the issue of the Wind Farms acting cooperatively to develop some kind of ring main prior to cables being brought ashore.
13. Finance:
 - a. Current Statement: Cheque 100300 HMRC 212.80. Cheque 100331 £737.20 Clerk's salary.

Accept current statement
Proposer: Jeremy Hickling
Secunder: Ian Kinghorn
 - b. Forward Planning: Prepare for Annual meeting of the parish council 20/05/2020. Consult with internal auditor. Prepare accounts for the government appointed auditors.
 - c, Update assets register.
14. Report on meetings attended.
15. Any Other Business to be notified in advance to clerk beforehand.
 1. Jeremy Hickling stated that a new notice on Cradle Bridge restricted use to one person at a time.
 2. The grant for the War Memorial refurbishment had been agreed and Burgh village had agreed to fund the other 50%. Stonemasons were being contacted.
16. Dates of next meetings: (Annual Parish Council Meeting 20/05/2020)
17. Meeting closed @ 9:00 p.m.