

Draft minutes for the meeting of Burgh and Tuttington Parish Council held as a virtual meeting on Wednesday 13/01/2021 via Zoom @ 7.30pm. Members of the public were welcome to attend and could speak during the adjournment using the Zoom protocols. (Access details were published.)

Attendees: Ian Kinghorn, Jeremy Hickling, Janet Lodge, Simon Covey, Vikki Gylander, Joseph Winterbourne (Clerk), Steve Riley District councillor, David Harrison County Councillor.

There were 6 residents logging in.

1. Welcome: The chairman welcomed councillors and residents to the meeting and outlined the Zoom protocols for conducting the meeting.
2. Apologies: 1 apology Sue Catchpole district councillor.
3. Declaration of interests: Simon Covey declared an interest in planning application 2021003.
4. Minutes of the previous meeting 11/11/2020. The minutes of the previous meeting on 11/11/2020 had been circulated.
  1. Acceptance of minutes  
Proposer: Janet Lodge  
Seconder: Simon Covey
5. Matters arising:
  - a. Update village gates. There has been no response from highways. The clerk has contacted Ben Raynor and stressed the urgency of moving forward before the end of the financial year.

Action point: Clerk to contact Linda Girling, copy in David Harrison.

b. Update SAM 2 signs. There has been no progress. Progress dependent on successful or otherwise of village gateways bid.

c. Progress on website: The website has been updated and is now administered by Ian Kinghorn. The parish meeting expressed its thanks for the work undertaken. Work on updating and refreshing content will continue. It is intended that the website becomes the hub of communication for all draft and finalised documents.

6. County/District councillors: Updates.

Steve Riley brought the parish up to date with the work being carried out on their behalf. Through his attendance at full council meetings and as chairman of the O & S committee. He reminded the meeting that in a previous letter he had explained how the O & S committee could scrutinise issues and ask for them to go on the agenda. The Greater Norwich Plan indicated that further housing was likely on two sites in Aylsham. This would put a strain on existing infra structure. He indicated that the government white paper would affect future planning. Norfolk had been awarded £1.4 million to assist in providing grants for heat source pumps and external cladding. Grants awarded by Broadland councillors are restricted to £500. Grants awarded by South Norfolk councillors are £1000. He urged the council to contact him if he could be of any help in projects.

County Councillor David Harrison ran through the situation at County Hall during its refurbishment. He outlined various twists and turns that had led to various decisions ending up in judicial review. 5% rates increase had been agreed.

7. Adjournment for public discussion: The parish council were pleased to welcome a number of residents to the meeting. This part of the meeting served as a prelude to item 8. It enabled a frank and positive exchange of views on the maintenance of the Green in Tuttington. The importance of the Green as a community asset was made clear and a clear offer of help from a community group to aid its maintenance.

8. To discuss the maintenance of the Green in Tuttington: To consider the options for said maintenance and to agree the role/involvement of the Parish Council. The Green in Tuttington is not owned by the parish or district council. It is a village amenity. At present the district council have undertaken to continue cutting the Green but have indicated that budget constraints would preclude repairing the fence. The clerk had a conversation this morning(13/01/2021) with Jamie Henry, district council, regarding the fencing and possible repairs. Two quotes were being sought. One for repair of damaged sections and the second to replace the whole fence. Jamie Henry stressed that this was part of reviewing the existing budget and he couldn't promise any action as it was dependant on the quotes. We had a frank discussion on possible ways forward involving the community. Once he had quotes he would be in touch to assist any outcomes from our parish meeting. He had taken on board our conversations last year and the conversation today. He affirmed that the district council would continue to mow the Green. He explained that the district council would undertake a risk assessment of all open/green spaces including the Green in Tuttington. The chairman opened the discussion by noting that as the parish did not own the Green, it was not in their remit to spend precept money to finance any maintenance. The parish council would examine ways to ensure that the Green was properly looked after. It appreciated the exchange of views that had taken place in the public discussion. The way forward was seen to be through the formation of a community group to explore possibilities of matched fund raising once the district council had come back with what they could offer either to repair the fence or renew it. Once any funds were available options would be explored including fund raising by villagers to provide a metal fence. The chairman Ian Kinghorn offered to coordinate the next phase. District councillor Steve Riley offered his support in any discussions with Broadland council.

The following action points were agreed:

- a) Explore with Broadland their contribution to the fence repairs.
- b) To effect liaison with the community once this information was available.
- c) To liaise with district councillors.

9. Clerk's Report: Covid continues to restrict the majority of the clerk's work to maintaining PAYE, liaising with the Pensions authority and dealing with emails. A sustained attempt has been made to complete the assignments for the Clerk Course. Emails have been sent to highways but no response other than one of the officers was on leave and out of the office. Long conversation with Jamie Henry about fencing with positive outcomes.

10. Correspondence:

1. Card from Jerome Mayhew
2. Barclays signatory
3. War Memorial invoice
4. Highways
5. Training 16/12/2020 and 19/01/2021
6. Norfolk well being
7. Police Budget

11. Planning: 28 The Street Planning application 20202222. Application 20210003 Churchside Tuttington. Application 20202222 supported and granted. Application 20210003 supported. Application 20202407 creation of wildlife pond. The clerk would take on board any comments and add them to the application.

Receive any reports on current wider planning issues. No planning issues in the offing at present. The deliverance of windfarm cables to bring the electricity ashore continues to raise problems. The route through Reepham has gone to judicial review. Alert that the government has removed the block on land wind farms.

12. Finance:

a. Current Statement: With all the current cheques cleared we have a balance of 4282.70. From that amount we need to subtract the reserve amounts of £895 and £500. In addition I have placed the £720 War memorial grant in that reserve. That would need a balance of £21670.70. There is one more anticipated expense of the clerk's half year pay £990 to be paid in March 2021. This would leave a balance of £1177.70 at the end of the financial year. The end of year accounts will be presented at the meeting in March.

Accept current statement.

Proposer: Vicki Gylander

Secunder: Ian

It was agreed that the parish accounts presented at parish meetings would be placed on the parish website.

13. Report on meetings attended.

1. General Planning. This was insightful.

2. Q & A with PCC Lorne Green and Simon Bailey The chairman attended this zoom meeting and reported that it was interesting. Next session will be on 19/01/2021 The clerk and councillor Vicki Gylander are planning to log in.

14. Any Other Business to be notified in advance to clerk beforehand: The clerk explained that this an opportunity to bring up items that had arisen after the agenda had been finalised. The issue of two parish councillor vacancies was raised. There was a need to be more proactive to fill the vacancies.

15. Date and location of next meeting. Zoom meeting 10/03/2021 at 8:30 p.m. via Zoom

16. Meeting closed @ 9:05 p.m.

Joseph Winterbourne  
Parish Clerk