

PRESENT

Ian Kinghorn (Chair) Jeremy Hickling,
Simon Covey Trevor Richards

Sue Lake – Clerk

One resident

1. Welcome:

The chairman welcomed all in attendance.

2. Apologies:

Apologies were received and accepted from Janet Lodge and Vicky Taylor

3. Co-Option of Councillor

The resident who expressed an interest at the last meeting was not present.

4. Declaration of interests:

None made

5. Minutes

The minutes of the Meeting held 9th November 2022 had been circulated previously. Changes to the wording relating to planning matters were discussed and **AGREED**. The minutes were amended and signed by the chairman.

6. Information on Matters Arising

Planning – it was noted that responses had not been made to the two applications discussed at the last meeting. It was **AGREED** that the procedures required tightening up.

7. Reports Police, County and District Councillors

No representatives present. The clerk will ask PC Ward if he is able to attend a future meeting.

8. To adjourn the Meeting for Members of the Public to Speak

A resident spoke about King Charles III Coronation and whether Burgh would like to join with Tuttington for an event. It was thought this was likely and will be raised at the next Burgh Reading Rooms meeting.

9. Finance

- a) The current balance held on the accounts remains at £6,420.36. Notices regarding penalties due for not providing PAYE returns had been received and appeals had been made.

- b) The chairman had spoken to the bank but they have still to confirm the change of address etc. The clerk will look into this and also the necessary requirements for online banking
- c) A cheque for £40 for two poppy wreaths (one for each village) was presented and signed.

10. Parish Council Website

The discussion paper from Simon Covey was presented and discussed.

The current website is hosted by Norfolk Parishes and this may need to be reviewed in the future. In the meantime the website will remain with the current host and the website updated.

Ian Kinghorn will retain overall management and Simon Covey will edit as necessary.

It was thought there was too much old information on the website and the clerk will provide details of retention periods outlined in law. There is scant requirements with regard to websites as they were not in place when the law was written.

It was considered necessary to have a back up of all digital records. The clerk advised that the more important documents from the laptop had already been copied onto a memory stick. A second back up on a google drive was also considered necessary.

11. To consider Planning Issues

No applications had been received, however, an application for a greenhouse at 3 Old Hall Farm, Oak Tree Barn was on the District Council website but this was part of an enforcement issue.

An application for 255 houses and a 90 bed care unit in Aylsham had been lodged and would be discussed in detail by Aylsham Town Council on February 1st.

Simon Covey updated the council on the nutrient neutrality issue and how it effects existing undetermined applications in the villages. It is apparent that no flexibility seems to be in place and one application for a change of use has been caught by this.

Onshore Wind Farms – an article had been placed on the Tuttington Hub relating to onshore wind turbines. The government is looking to alter the planning restrictions on these and this may lead to an increase in applications. Although it will be sometime before this changes it was thought that the Parish Council may wish to take a view on this matter.

12. Parish Items

SAM2

The situation with the acquisition of the SAM2 needs clarifying. The history of the Parish Partnership schemes was explained to the clerk. The clerk will try and ascertain an answer as to how much is still available so this can be progressed.

Defibrillator

Consideration for a defibrillator in Tuttington had been discussed previously. It was noted that if the Parish Council supplied a unit in Tuttington should they also pay for the existing one at the Reading Rooms? It was questioned how much they would be used and also the ongoing costs. It was felt this was a matter for the Parish to discuss so it will be placed on the agenda for the Annual Parish Meeting.

13. Items for information/Future Agendas

Nothing new raised

14. Date of Next Meeting

This was confirmed as the 8th March 2023 at 7.30pm in Burgh Reading Rooms

The meeting closed at 8.50pm

DRAFT