

Minutes of the Meeting of Burgh and Tuttington Parish Council held on  
Wednesday 08/11/2023 in Burgh Reading Rooms at 7.30 p.m

## **PRESENT**

Ian Kinghorn (Chair)  
Simon Covey  
Mike Gaffaney

Jeremy Hickling  
Trevor Richards

Sue Lake – Clerk

Two members of the public

**1. Welcome**

The chairman welcomed all in attendance.

**2. Apologies:**

All members in attendance

**3. Declaration of interests:**

None made.

**4. Minutes**

The minutes of the Meeting held 20<sup>th</sup> September 2023 had been circulated previously.

The minutes were **AGREED** and signed by the chairman

**5. Information on Matters Arising**

Nothing raised

**6. Reports Police, County and District Councillors**

Sue Catchpole attended the meeting and advised that one of Broadlands key priorities is temporary housing. They have purchased some properties to use as temporary housing. She advised that enquiries were rising and an unexpected level.

Broadland District Council have put in place an anti-social behaviour order relating to car meets which enables the police to move people along immediately.

Sue is also working with ACE (Aylsham Climate Emergency) on sustainable transport options which will include links to villages.

## **7 To adjourn the Meeting for Members of the Public to Speak**

A member of the public advised that they are looking to work with Banningham on defibrillator training and Banningham are happy to provide the premises for this. The anticipated date is 13<sup>th</sup> January 2024.

She also asked if the Parish Council insurance can be used to cover the Christmas Tree and Carol Service to be held on The Green. A request was made for the Risk assessment so the clerk can contact the insurance company to ensure there is cover

## **8. Finance**

### **a) To note balance of account**

The current balance held on the accounts is £7,872.35

### **b) To receive an update on bank changes**

These are still in progress.

### **c) To confirm Mo Anderson-Dungar as auditor for 2023-24**

This was proposed and **AGREED**

### **d) To consider assistance with the purchase of a defibrillator case for Tuttington Church**

A request to assist with the purchase of the case for the defibrillator in Tuttington Church had been made.

It was proposed and **AGREED** to grant £150.

### **e) To agree following payments**

- £48.00                      PKF Littlejohn

- £40                      Royal British Legion
- £270                     Tuttington Church (Two Years Grass Cutting)
- £270                     Burgh Church (Two Years Grass Cutting)

These were proposed and **AGREED**.

## 9.        **Budget 2024/25**

### a)        **To receive and discuss the budget for 2024-25**

The clerk had prepared a draft budget for consideration. This was discussed by Councillors

### b)        **To agree the budget for 2024-25**

it was proposed and **AGREED** to accept the budget which showed a predicted expenditure of £3,495.

### c)        **To agree the precept demand for 2024-25**

It was proposed and **AGREED** To request a precept of £4,000 for the year 2024/25

## 10.      **To Consider Planning Issues**

There has been no plans for the villages but a plan has been lodged for 242 dwellings and land for a primary school at Burgh Road Aylsham. The single issue facing Burgh and Tuttington from this application is the risk of raw sewage being released into the river due to the lack of capacity at the treatment works. Although Anglian Water has an obligation to deal with this issue it was felt this is not taken seriously. Simon Covey referred to West Oxfordshire where the planners, developers and water authority work together to find and agree a solution before building commences. The Parish Council has been consistent for many years that the water issue is a major factor which needs addressing. In view of this it was proposed and **AGREED** that the Parish Council would object to the application. Simon Covey would write a response to be sent to Broadland by the clerk.

**11. Highway Issues**

**a) To note the full cost of the SAM2**

The latest quote for the SAM2 comes in at £3,554 plus an additional £156 for the extra brackets. This was greater than the 8% contingency agreed at the last meeting.

The cost will be made up as follows:

Balance from NCC	2058
CIL	895
Biogas	500

This leaves a balance of £257. Sue Catchpole advised that she had some member money that could be used for this.

**b) To agree the purchase of the SAM2 sign**

It was proposed and **AGREED** to purchase the sign. The clerk will liaise with Norfolk County Council and Sue Catchpole regarding funding and then place the order.

Once the unit has been purchased the Highway Engineer will be contacted to install the posts

**12. River Bure Water Quality**

Following a presentation made at the Reading Rooms volunteers to assess the water quality are being sought.

Jeremy Hickling will distribute the information and the matter will be added to the January agenda

**13. TO NOTE ITEMS FOR INFORMATION/FUTURE AGENDA**

The clerk advised that whilst sorting through the boxes of Parish records there were many original books that might be better to be stored at the Records Office. She will bring them to the next meeting so members can look through them before making a decision.

**14. Date of Next Meeting**

This was confirmed as the 10<sup>th</sup> January 2024 at 7.30pm at Burgh Reading Rooms

The meeting closed at 8.32pm

