

MINUTES OF THE MEETING OF TITTLESHALL PARISH COUNCIL HELD AT TITTLESHALL VILLAGE HALL ON TUESDAY 3rd JULY 2018 AT 7.30 P.M.

Present Councillor R Thompson (Chair)
Councillor N Hills
Councillor J Blackwell
Councillor M Colman
Councillor A Corrigan (after co-option)
Councillor P Janning
Councillor L Kilbey

County Councillor M Kiddle Morris.

3 members of the public.

1. Apologies for Absence.

There were no apologies for absence.

2. Declarations of Pecuniary Interest.

There were no DPs.

3. Minutes of the Previous Meeting.

Councillor Kilbey proposed and Councillor Janning seconded the resolution that the minutes of the meeting held on 1 May 2018 having been circulated be approved. All were in favour and the minutes were duly signed by the Chairman.

4. Public participation.

4.1 County and District Councillor Reports.

The County Councillor reported that the former Leader of Norfolk County Council, Cliff Jordan, had died only about two weeks after resigning from the Council due to ill health. The funeral is to be held in Dereham on 6 July. Whilst he was widely respected not everyone agreed with his views. The new Leader, Councillor Andrew Proctor, was the Leader of Broadland Council and he is bringing a different approach to the position.

4.2 Public Participation.

There were no matters raised by the public.

5. Matters to report.

5.1 Website.

There is no information in the Church and Village magazine about the website. Councillor Janning will ensure that this is inserted. The website maintainer is now transferring all items to the word press site and there had been a problem with downloading the audit to the old site so that has been placed on the new.

5.2 Emergency Plan.

Councillor Kilbey reported that she and the Deputy Coordinator are working on the new plan. A meeting had been held with the Resilience Officer at Breckland Council who had stated that the old plan is too complicated and that it could be condensed into one page. However it had been decided that this was too minimal. Councillor Kilbey read out the basis of the plan and confirmed that a major emergency is not within the remit of a local plan. The key locations are the Village Hall, Church, Chapel and the Bowls Club. The plan will be compiled and circulated to the necessary parties. There is no need to have approval from the Parish Council.

5.3 Matters to report not covered by the agenda.

There were no matters raised.

5.4 Report from the Millennium Green Sub-Committee.

The Green is looking as good as it ever has. The bins have been emptied and this will be done monthly. The seat has not been concreted yet and the levelling has not been able to be undertaken but it will be prior to the winter and then seeded. A parishioner had requested that the whole of the orchard be mown/strimmed and the arisings be removed. The previous plan to cut paths has been abandoned at present. It was agreed to obtain a price for this and a decision will then be made in September.

Councillor Blackwell stated that a lot of the waste thrown into the bins could be recycled. It was agreed to request confirmation from Breckland Council what it would collect and if a recycling bin could be obtained, as well as signs to place on the bins.

5.5 World War 1 Beacon.

Councillor Janning stated that she had applied for a grant from Breckland Council to cover the cost of poppy making, advertising and gift and this had been approved by Breckland Council. The next meeting is on 9 July.

5.6 Recycling Bins at Millennium Green.

This had been covered under 5.4.

5.7 General Data Protection Regulation.

The proposed General Data Protection Policy, the Terms of Reference for the Data Protection Committee and the Privacy Statement had all been circulated.

Councillor Kilbey proposed and Councillor Janning seconded the resolution that these be adopted. All were in favour. The Clerk suggested that these be reviewed at the Annual Parish Council meeting and this was agreed.

5.8 Vacancy on the Parish Council.

It had been confirmed by Breckland Council that no election had been requested and that the Parish Council is free to co-opt.

Councillor Blackwell proposed and Councillor Colman seconded the resolution that Mr Alan Corrigan be co-opted onto the Parish Council. All were in favour.

5.9 Burglaries.

There had been two burglaries in the village and there had also been problems at Courtney House. It was agreed to put up posters in the village informing all residents to be vigilant.

5.10 Request for a cleaner.

The Clerk had received a request from the owner of a holiday cottage for a cleaner. No one had volunteered to any Councillor so the Clerk will respond to suggest that the owner advertises.

6. Highways.

6.1 Report on Matters raised at the last meeting.

The Clerk reported that Norfolk County Council had not received the cheque for the Local Highway Improvement Scheme for gateways at each end of the village. A new cheque will be raised and sent. The problems from the previous month had all been reported and responses received to state that these will be resolved, some of which had been.

The Clerk had chased the Highways Engineer again about the repair to the trod on Fakenham Road but had not had an answer. The trods on Wellingham Road had been added to the weed spraying programme. The cattle warning signs on Litcham Road are to be replaced but no date has been given for this.

The Highways Engineer will be contacted as the siding out of Clay Hill has not been done nor has the pond be cleared as promised. He will also be reminded about the map for the drainage.

6.2 New Problems.

There is a pothole on Fakenham Road which will be reported. The Chairman will speak to the owners of Blenheim House regarding the overhanging hedge. The owner of the wall on the High Street which is under repair was requested to finish as soon as possible.

6.3 Footpaths.

Councillor Janning had circulated her report as follows: -

In the months May and June, the majority of footpaths were walked (this means of the 12

footpaths in the parish, 10 were inspected.

Accessibility, care of footpaths and collaboration vary depending on those responsible for the land.

Footpath 6 continues to present difficulties in access. Ploughing right to the edge of the field and insufficient space for safe walking.

In May **FP5** was clear – as was the whole field. However, following spring growth, no attempts have been made to restore any footpath. A track formed mainly by usage of one local resident only. **FP7** which runs along the side of the field – and which was additionally signposted by Jody Thurston (Countryside Access Officer) after consultation with the farm manager is no longer accessible. It is not visible as it is overgrown and no attempt has been made to clear it. This footpath goes through the farmyard to Back Lane. On the day of walking large farm machinery blocked the path and the group had to beat down nettles to get past in single file. A group of parishioners accompanied us on a walk to Mileham in May. At this time Footpaths **7, 8 10 and 11** were in order. Note **FP 10: The farm manager must be congratulated** here on his care of the cross-field path. **FP7** was accessible because growth of vegetation was low.

Cross-field **footpath 2** has been cleared and walking is good. However, the neighbouring **FP4** is so overgrown, walking for elderly parishioners is not possible.

FP1 towards Godwick Farm crosses a field and the path has been reinstated. On reaching the passage where **FP1** goes through 3 gates alongside the turkey barns, progress was extremely difficult. First the gates are difficult to open and close because they are fastened with difficult bolts and sometimes lack hinges. Also the path is overgrown with nettles. A natural obstacle.

A success must be reported: the bridge crossing the stream in the ditch after this passage has been restored . Thanks to Jody Thurston for instigating this work to be carried out by Norfolk County Council and for following it up. The ongoing cross-field path has been cut.

FP12 is in the centre of the village from High St to Fakenham Rd and remains well accessible.

FP3 and FP9 (off Stanfield Rd) were not inspected.

The Chairman had met with the landowner following a letter sent, the reply stating that there were inaccuracies in the report. The landowner had requested a meeting with the footpath warden and the Clerk will write to confirm that a meeting would be agreeable.

Councillor Janning suggested that a list of landowners be prepared and this would show which footpaths are not acceptable and this sent to all landowners.

6.4 Local Highway partnership 2019/20

This was noted and a decision will be made in September as to whether any request for funding will be made.

7. Planning.

7.1 Applications.

There were no applications to consider.

7.2 Decisions.

There were no decisions to report.

8. Finance.

8.1 Budgets.

The budget sheets and financial information had been circulated and Councillor Janning proposed and Councillor Thompson seconded the resolution that these be approved. All were in favour.

8.2 Balances and Cheques for authorisation.

Councillor Kilbey proposed and Councillor Janning seconded the resolution that the balances and cheques for authorisation be approved. All were in favour.

Balances :-

Community Account

Balance at 31 03 18

1051.80

Plus Breckland Precept-2625.00	
Breckland Rate Support grant-35.00	
Breckland recycling-296.29	<u>2956.29</u>
	4008.09
Less Cheques authorised 01 05 18-	<u>1480.13</u>
Balance at 31 05 18	2527.96
Less unpresented cheques authorised 01 05 18-	<u>1320.00</u>
Balance at 31 05 18	1207.96
Plus Profit from Sunflower Saturday-	<u>170.57</u>
Balance at 31 05 18	1378.53
Business Saver Account	
Balance at 29 12 174006.47	
Interest	<u>0.00</u>
Balance at 31 05 184006.47	

Amount available for Section 137 : 328x£7.57 =£ 2482.96

Spend to Date : £0.00

Cheques for authorisation:

971	B J Leigh	Contract May and June 593.58 Less PAYE 118.80	474.78
972	Tittleshall Village hall	Hall hire	12.00
973	HMRC	PAYE	118.80
974	123 Reg	Domain name renewal	19.19
975	Norfolk County Council- replacement cheque	Gateways	1300.00
976	Chris Millward	Grass cutting Churchyard	700.00
977	Playsafety Ltd	Safety inspection	79.80

8.3 Enhancement of the Millennium Green.

This had already been discussed and will be removed from the agenda

8.4 Clerk's Salary.

Councillor Kilbey proposed and Councillor Colman seconded the resolution that the Clerk's Salary be increased to SCP25 at £12.012 per hour. All were in favour.

9. Correspondence.

9.1

Clerks and Councils Direct May 2018

9.2

Clerks and Councils Direct July 2018

10 Matters for next meeting.

10.1 Early Warning System.

11. Date of Next meeting.

This was confirmed as Tuesday 4 September 2018 at 7.30 p.m. at Tittleshall Village Hall.

The meeting closed at 2112.