

Meeting Minutes of Tittleshall Parish Council

Tuesday 4th May 2021 at 1930 held online using Zoom

Present:

Parish Councillors present: Sue Lane (Acting Chairman), Michael Colman, Kay Gingell, Helen Petrie, James Kilsby.

Also, present: Donna Secker (Parish Clerk), 3 Members of the public.

1. **Election of office for Chairman**, Cllr Gingell nominated Cllr Lane as chairperson. This was seconded by Cllr Petrie and Cllr Kilsby all council agreed.
2. **Election of office for Vice-Chairman**, Cllr Lane nominated Cllr Gingell as Vice Chairperson. This was seconded by Cllr Petrie and Cllr Kilsby all council agreed.
3. **Apologies for absence**
Apologies were received from Cllr Kiddle-Morris and Cllr Carter. These were accepted. Cllr Parke didn't attend the meeting and no apologies were given.
4. **To consider cop-option of New Councillor**-this item will be moved to the next agenda due to interested resident was not able to attend due to illness.
5. **To receive declarations of interest in items on the agenda and consider any requests for dispensations.**
No declarations of interest were made
6. **Approval of the minutes of the meeting held 2 March 2021**
Cllr Lane would like an item added to the minutes item 11.2 regarding a resident volunteering to inspect the footpath. Cllr Gingell would like the wording corrected on item 10.1. The Clerk will amend the minutes, and this will be signed by the chairman once the items have been amended.
7. **To report progress on items on the agenda from the last meeting**
Cllr Lane requested feedback from a recent training course to be added to the next agenda. Also, Cllr Lane would like the maintenance of the benches to be added to the next agenda.
8. **Open Forum for the public participation**
Cllr Lane reported that the Annual Parish Meeting was cancelled due to Covid last year and again it was cancelled this year due to the same reasons. A resident has kindly displayed some dog poo signs and it seems to have reduced. The possibility is that potentially the dog poo being left does increase during the holiday time. A suggestion was to have leaflets displayed within the holiday lets/cottages. Tittleshall has enough dog bins, so adding would not be a prevention. The resident will continue to display signs and a suggestion of adding the dog wardens phone number to the signs.
A resident reported that the next church AGM will be Tuesday 11th May at 11o/c.

A Speedwatch group has been established and the training will start Tuesday 18th May with the police and all volunteers have completed all the necessary paperwork.

A resident updated the council on the Isaac Riches pit which has been previously maintained in 2000, hedges and debris were cleared. The council were informed that this pond is incredibly deep.

A resident complained about the potholes recently being repaired, loose shingle was left and the potholes were not repaired to a satisfactory standard. The Clerk will report this to highways.

The ongoing complaint about Health Lane still hasn't been resolved and the resident will report this directly to County Cllr Kiddle-Morris and the council will also send in a complaint.

The Millennium Green is hoping to organise events in July, with a dog show in August

A resident reported about the planning application at Courtney House, the current proposal has no affordable houses and concerns about the demolition of the house and barns. The traffic will increase as only two car parking spaces at each property.

A concerned resident commented on the planning application regarding the garden room studio and has commented on the application directly.

Unfortunately, this planning application is noted under a Cert.Law use and the council is unsure on what this means. The clerk will contact Breckland for clarification to help and confirm further information on this application.

9. To receive reports from County and District Councillor.

A report from County Cllr Kiddle-Morris was received, this full report can be found on the website as a separate report.

10. Planning Applications To receive updates on application decisions taken by Breckland District Council-

10.1-3PL/2021/0474/HOU-Keppel House, Church Lane-Demolition of dilapidated outbuilding and garage and erection of detached outbuilding with first floor accommodation.

10.2-3PL/2021/0412/O-Courtenay House Care Home, Fakenham Road. Demolition of existing single & two storey care home buildings, existing barn conversion to be retained. 7 No of dwelling houses and internal access road. Existing site access to be retained.

10.3-3PL/2021/0395/LU-Garden room studio to rear of property. Parish Council are not requested to comment.

10.4-3PL/2021/0356/HOU-The erection of a Victorian greenhouse in the rear garden.

11. Finances

11.1-To approve the list of payments

The following payments (see attached list) were approved by the council

11.2-To approve the budget

The clerk circulated the present budget, and this was approved by the council.

11.3-To approve the signing of the end of year accounts (AGAR)

The clerk circulated the final accounts before the meeting, and these were approved by the council. The Chairman signed the requested forms

12. To discuss

12.1-To discuss the subcommittee for the Millennium Green. After a lengthy discussion this item is being added to the next agenda.

12.2-To discuss the subcommittee for the Isaac Riches Pond. This was agreed that a subcommittee is not required.

12.3-To discuss highway matters-verges. The verges are being destroyed further and these need urgent attention. The verges and potholes are still not being repaired and becoming dangerous. Tittleshall parish council paid for the trods to be installed and the trods have overgrown, Wellingham Road and Fakenham Road trods need attention. Cllr Lane reported that the salt bin on the junction of Bartons Lane/Fakenham Road needs some attention and new salt added. The Clerk will contact Breckland asking for a new load to be filled in before the winter.

12.4-To discuss the Website. The current village website (not the parish council website) is not being used frequently enough and has fallen low on the google history. This might cause problems for visitors and residents. The administrator of the village website has proposed that we move the website to WordPress, the council agreed for this to be carried out and move to a new provider.

12.5-To discuss the increase on rent on the allotments. The Clerk reported that the Diocese of Norwich have increased the rent from £145 to £175. The council agreed to increase the rent to the allotment holders.

12.6-To discuss the quiet road initiative. Cllr Kilsby raised this item but after checking further we are not able to apply this to Tittleshall roads.

12.7-To discuss the Bee Bombs. Cllr Kilsby is contacting Norfolk Wildlife Trust to confirm the correct items to be purchased. This will be added to the next agenda for further discussion.

12.8-To discuss the 1 million tree planting County Cllr Kiddle-Morris is going to be given a budget for this event. This item will be added to the next agenda for further discussion.

12.9-To discuss the SAM2 Sign. The clerk reported that the SAM2 Sign is being repaired and further information has since been reported that the police can no longer download this information. As the Speedwatch group is now being formed, the council all agreed that Tittleshall parish council will no longer required the SAM2 sign and will not be part of the syndicate.

12.10-To discuss the play area inspection-The council have been advised that an inspection is booked for June 2021, a date is yet to be confirmed.

13. To update the Council on

13.1-The emergency plan-Cllr Gingell has ordered some copies, and these will be delivered by hand and posters will be displayed.

13.2Litter Picking Scheme-Cllr Lane thanked Cllr Kilsby for all his hard work. Cllr Kilsby thanked all the residents for all the support and enthusiasm, and this will continue but not as frequent.

13.3-Equipment location- It was reported to relocate the sports equipment, but places are limited. Cllr Lane suggested that we need to start informing residents that the equipment is available. Cllr Kilsby will action this.

14. To Receive Reports

14.1- To receive report on defib- Cllr Petrie has checked and all is working and up to date.

14.2- To receive reports on Pathways-

15. To discuss the traffic along the High Street. Presently no problems with HGV vehicles travelling down the high street, If any residents witness HGV vehicles using the high street, the clerk will require photo evidence to enable for a complaint to be made.

16. To receive items for the next meeting agenda 6 July

- Feedback on councillors training
- Benches
- Dog Bins/signs
- Bee bombs
- Million tree planting.

Meeting finished at 22:10

TITLESHALL FINANCE 1st April-30th
April

COMMUNITY
ACCOUNT

	Balance at 31st Mar 2021	£2,126.26
	Less Presented Chq	£80.00
	Balance 7th April 2021	£2,046.26
	Breckland	£4,875.00
	Precept	
	Unity	£70.34
	Balance	
	Total	<u>£6,991.60</u>
Barclays	Unity Balance Business Savings Account-29th Sept 2020	<u>£63.68</u>

Unity Trans	NPTS	3x Councillors Course	£120.00
Unity Trans	NPTS	Yearly subscription	£97.50
Unity Trans	D.K.Secker	Wages March & Apri	£535.48
Unity Trans	HMRC	PAYE	£128.80
Unity Trans	Zurich	Insurance cover	£535.35
Unity Tans	L.Jarrett	Auditor	£15.00
Unity Tans	church of England	Allotment Rent	£175.00