

Meeting Minutes of Tittleshall Parish Council
Tuesday 2nd September 2025 7.30pm held at the Tittleshall Village Hall

Present: Parish Councillors: Kay Gingell (Chairperson), Olli Munday, James Pattison and Peter Moore

Also, present Donna Secker (Parish Clerk), 1 member of the public

Cllr Kay Gingell welcomed everyone to the meeting and informed the Council that it is with deep regret that Cllr Bowyer has resigned from the Council.

1. To receive apologies for absence

Cllr Garner and Cllr Osborne sent their apologies, this was accepted.

2. To receive declarations of interest on items on the agenda

A declaration of interest was received from Cllr Gingell and Cllr Pattison regarding Item no 8.1.

3. To approve the minutes of the meeting held on 1st July 2025

Cllr Moore objected to the wording of item no 8.2. The minutes were signed by the Chair as it was confirmed by other Councillors that the wording was accurate.

4. To receive any brief updates from County and District Councillors

County Cllr Kiddle-Morris full report can be found on the Parish Council website.

5. Open Forum for Public Participation: an opportunity to hear from members of the public (15 min max).

Cllr Gingell asked for a request to be put on the residents' page and in the Church & Village regarding overhanging hedges and trees in various areas of the village. The Clerk will action this point.

6. Highway matters

The Clerk will chase up Highways regarding the white lines marked along High Street.

7. Planning Applications

7.1 To receive planning applications by Breckland District Council

PL/2025/0980/SCR-Request for screening opinion-environmental impact. Assessment screening-Cokesford poultry farm, Tittleshall. Residents have posted their objections on the planning portal. The Council have been updated that the buildings are going to be bigger and the current number of birds will increase. This screening request is now closed for commenting.

7.2 To receive an update on application decisions taken by Breckland District Council

8. To discuss and update the Council

8.1 To discuss donations to the village hall kitchen project

This will be added to the next agenda due to the Council not reaching the quorum to agree a decision. A donation of £2500 will be requested for the Kitchen project.

8.2 To discuss the extension of the grass cutting proposal

Cllr Moore raised the idea of extending the grass cutting contract from 2028 to 2030. The Council will contact the contractor and ask further questions. This will be added to the next agenda

8.3 To discuss the proposal of the bench and location

This will be added to the next agenda, as the Cllr who proposed this project is not present

9. To update the Council on

9.1 The Emergency Plan

No emergencies reported

9.2 Update on the Asset Checklist and approve the Asset List

Due to the attendance of only four Cllrs, the Asset Checklist will be completed at the next meeting

9.3 The SAM2 results

All the speed data from the SAM2 sign is posted on the Parish website for parishioners to view. The Speedwatch group is still active and posting information on the residents' Facebook page with their findings. It was reported that the highest speed recently recorded at 85mph at 11.15 pm.

10. To receive reports

10.1 To receive reports on pathways

Wendy Seale informed the Council that she cannot do the pathways report as currently away.

11. Finance

11.1 To approve the list of payments for September 2025

Payments listed below were approved and authorised by the Council and these were agreed.

11.2 To approve and authorise the Local Government pay increase for the Clerk

The Council agreed to the pay increase and this will be actioned.

12. To approve and update the following policies

12.1 Planning – The planning policy was approved by the Council

12.2 Privacy – The privacy policy was discussed and approved by the Council

12.3 GDPR – The GDPR has been updated and approved by the Council

12.4 Complaints – The Complaints policy was agreed and approved by the Council

13. To receive items for the next meeting Tuesday, 4th November 2025

Bank account, new signature. Kitchen Project, gardening project, bench and notice of vacancy

Meeting Closed 20.42

TITTLESHALL July & August 2025

Unity Trust Community Account

Money
in

Balance at 31st May 2025	£10,785.73
Allotment Rent	£175.00
VAT refund	£892.71
Recycling	£225.00
Total	<u>£12,078.44</u>

Money
out

Payments out	£3,386.66
Bank charge £6.00 per month	£12.00
Ico	£47.00
Total	<u>£8,632.78</u>

Trans	D.K.Secker	Wages July & August	£917.64
Trans	Tittleshall V/Hall	Hall Hire	£15.00
Trans	NPTS	CLlr Pattison Training	£62.40
Trans	Wix.Com	Website & Domain name	£142.06
Trans	BB garden services	War Memorial	£40.00