

**MINUTES OF THE MEETING OF TITTLESHALL PARISH COUNCIL HELD AT TITTLESHALL VILLAGE HALL ON MONDAY 8<sup>TH</sup> JANUARY 2018 AT 7.30 P.M.**

**Present** Councillor S Lane (Chair)  
Councillor N Hills  
Councillor J Blackwell  
Councillor M Colman  
Councillor P Janning  
Councillor L Kilbey

District Councillor T Carter.

7 members of the public.

**1. Apologies for Absence.**

Apologies for absence had been received from Councillor Thompson who had had a family bereavement and these were accepted. Apologies for absence had also been received from County Councillor M Kiddle Morris.

**2. Declarations of Pecuniary Interest.**

There were no DPs.

**3. Minutes of the Previous Meeting.**

Councillor Blackwell proposed and Councillor Janning seconded the resolution that the minutes of the meeting held on 7 November 2017 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 Clerk reported on behalf of the County Councillor. The Government had changed the increase that County and District Councils can raise their precept by. This has increased by 1% so it is likely that Norfolk County Council will increase the Council Tax by 2.99% plus 3% for Adult Social Services, making a total increase of 5.99%. This additional increase will bring in an extra £6 million and this will go towards paying a further 1% to employees now that the cap on Local Government pay has been raised to 2% and it is anticipated that the bus subsidy are not now under threat although a review will still be undertaken to ensure that the County Council is getting value for money. The maintenance of highways is also not likely to be affected.

The District Councillor reported that Breckland Council is likely to increase the Council Tax by the same as last year i.e. 1.99% This would increase the Council Tax for most properties in Breckland by £4 per annum. By 2020 when the Rate Support Grant ends Breckland Council will be self sufficient. This has been achieved by the clever management of resources. Its property portfolio brings in income which reduces the Council Tax levied. There is to be trial of a time limit in car parks in Swaffham. This time limit will be 2 hours which will be free and no return within an hour. This change will bring the Breckland car parks into line with the time on parking of the surrounding areas and hopefully will allow local residents to park in the town as many of the car parks are full with commuters. Breckland Council is disappointed that after two years the nearly £1 million that it injected into local broadband nothing has been achieved. A meeting is to be held later this year to look at local not spots and improvements to poor areas. Breckland Council will inject more money to improve the service if it is felt that this is necessary.

District Councillor Carter withdrew from the meeting.

## **4.2 Public Participation.**

Several parishioners raised the problem of flooding on 27 December on Church Lane when the road flooded and water nearly entered properties to the west of the Lane. The Chairman had investigated and a parishioner had contacted Anglian Water who had accepted responsibility for the flooding, had a ditch cleared and the water subsided from Church Lane. Councillor Blackwell had spoken to the landowner who had promised to clear the ditch but a parishioner thought it was another landowner who should be contacted. The consensus of the parishioners was that the pipe under the road is adequate to take the water away provided the ditch is cleared and it is lower than the road. The ditches and pipes on the system to take the water away from Tittleshall need to be checked. Councillor Kilbey had contacted both Norfolk County Council and Breckland Council to obtain sand bags but neither now supply them. The Clerk will contact both Norfolk County Council and Anglian Water to have the whole run cleared. The parishioner thanked the Councillors for attending that day and for their concern.

## **5. Matters to report.**

### **5.1 Website.**

Nothing was reported on the website and it is to be removed from the agenda.

### **5.2 Emergency Plan.**

Councillor Kilbey reported that she and the Deputy Coordinator are updating the plan. They have been checking those who are listed on the plan but so far there have only been four replies. Leaflets had been distributed and no replies had been received from them. The Deputy Coordinator had had two replies. Councillor Blackwell felt that the individuals should be talked to and he will do some and the Chairman will also do some. Councillor Kilbey stated that she had tried to contact all by telephone but she had received limited response. The basis of the plan is there although the personnel have changed and it may be necessary to continue with the plan but have no personnel listed. The Chairman felt that the local farmers should be contacted and Councillor Kilbey stated that she had tried but had had no replies despite leaving messages.

### **5.3 Matters to report not covered by the agenda.**

Courtney House had now closed.

### **5.4 Millennium Green.**

#### **5.4.1 Report from the Sub-Committee.**

There was no report given.

### **5.5 World War 1 Beacon.**

Councillor Janning had forwarded the minutes from the meeting on 14 November. The beacon is ordered, and the catering, speakers and photographer arranged. An author has been agreed to write a piece for the evening. The next meeting is on 16 January.

### **5.6 Drone Flying.**

Councillor Kilbey reported that she had had no complaints and it was agreed to remove this item from the agenda.

### **5.7 CPRE Meeting Dereham 27 November 2017.**

Councillors Janning and Kilbey had attended and the meeting was mainly concerned with housing targets. Many applications have been approved but none started. The CPRE had prepared a pledge that states that the housing sites approved should be finished prior to new housing being approved. It was agreed for all Councillors to sign this pledge and the Clerk will forward it again to be completed.

### **5.8 General Data Protection Regulation.**

The clerk had forwarded a report following attendance at a training course and it was agreed that a working party be formed of The Chairman and Councillor Janning and the Clerk.

### **5.9 Speakers at Parish Council Meetings.**

It was agreed that a speaker could be invited on a particular subject but it may be necessary to commence the meeting at 7.00 p.m.

### **5.10 UK Power Networks Road Show Norwich 5 February.**

Councillor Hills hopes to attend.

## 6. Highways.

### 6.1 Report on Matters raised at the last meeting.

The bid for a Local Highway Partnership Scheme had been forwarded and a result should be known in March. The flooding on Church Lane had been discussed at length. The potholes on Clay Hill had been reported as had the potholes on Fakenham Road in Colkirk. The Highways Engineer will be asked to confirm the extent of the highway land on Church Lane outside the church.

### 6.2 New Problems.

The Highways Engineer will be contacted again regarding the flooding not only on Church Lane but also Clay Hill and Fakenham Road. The state of Mileham Road will be reported and the problem with water on Back Lane.

### 6.3 Footpaths.

Councillor Janning had circulated her report as follows:-

In the past two winter months the footpaths have been difficult to negotiate and we did not walk as much as in the rest of the year.

#### Footpath 9

This footpath leaves Stanfield Road near to Wicken Farm and after following the side of the wood, crosses the field to exit on the road through Mileham. It was possible to walk F9 because the vegetation had died down, making the walk easier. Walking through Mileham on the pavement, we then returned to Tittleshall via FP10 and FP8. This is a circular route, taking about two and a half hours. The footpath is not visible, but there are markers to help the walker. The responsibility of TPC is for the path alongside the wood off Stanfield Road.

#### Footpath 2

This is a cross field path from Church Lane to F4. It must be noted that despite repeated appeals for cooperation, this path was not reinstated in 2017. Cutting back undergrowth at the side of the field is not a substitute for keeping this statutory footpath accessible. **What is the issue here?**

#### Footpath 6

We felt that although walking this path in the second half from Litcham Road – alongside the field, while not being an acceptable path as it is not a visible footpath, was nevertheless more accessible than during previous inspections.

The Clerk will contact the Countryside Officer over the problems.

## 7. Planning.

### 7.1 Applications.

#### 7.1.1 3PL/2017/1206/F-Wicken Farm Stanfield Road- erection of two bay garage and two bay carport with upper floor used for storage.

The plans had not been seen by any Councillor so it was agreed for this to be checked on line and any comments forwarded to the Clerk.

#### 7.1.2 3PL/2017/1623/F-Land at Field Barn Dairy Litcham Road-erection of one dwelling for occupation by essential worker.

The plans had not been seen by any Councillor so it was agreed for this to be checked on line and any comments forwarded to the Clerk.

### 7.2 Decisions.

The following approval and the conditions on the approval was noted.

#### 7.2.1 3PL/2017/1249/HOU-18 High Street-two story and single storey extensions and alterations to dwelling.

N/O

Approved.

## 8. Finance.

### 8.1 Budgets.

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

### 8.2 Balances and Cheques for authorisation.

Councillor Kilbey proposed and Councillor Blackwell seconded the resolution that the

balances and cheques for authorisation be approved. All were in favour.

**Balances :-**

**Community Account**

Balance at 31 10 17	3263.90
Plus	<u>0.00</u>
	3263.90
Less Cheques authorised 07 11 17	<u>1570.68</u>
Balance at 30 11 17	1693.22
Plus Profit from Sunflower Saturday-	<u>170.57</u>
Balance at 31 11 17	1863.79

**Business Saver Account**

Balance at 29 09 17	4003.77
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Amount available for Section 137 : 328x£7.57 =£ 2482.96

Spend to Date : £0.00

Cheques for authorisation:

948	B J Leigh	Contract November and December 593.58 Less PAYE- 118.60	474.98
949	HMRC	PAYE	118.60
950	Tittleshall Village hall	Hall hire	12.00
951	Beetley Parish Council	25% of SLCC Membership - 36.75 25% of GDPR Course- 8.75	45.50
952	P Hands	Gate for allotments-119.22 Cutting of hedge-22.50	141.72
953	Mrs L Kilbey	Torches	11.98

**8.3 Enhancement of the Millennium Green.**

The verbal complaint about the handling of the project was reported by the Chairman who stated that the parishioner had not been able to attend the first meeting but had not been informed of any subsequent meetings. The Chairman will talk to the parishioner again. The Clerk confirmed that a grant of £1000 had been approved for the levelling of the Millennium Green plus a further sum of £333.75 which is the balance remaining in the fund split equally between parishes. The picnic table had been ordered and Councillors Blackwell and Thompson will remove the old bench The Chairman will contact Councillor Thompson to put in hand the levelling.

**8.4 Precept 2018/19.**

Councillor Janning proposed and Councillor Colman seconded the resolution that the precept for 2018/19 be set at £5250 the same as last year. All were in favour.

**8.5 Grass Cutting Contract.**

It was agreed to attempt to obtain three quotations.

**9. Correspondence.**

**9.1**

**Clerks and Councils Direct January 2018**

**10 Matters for next meeting.**

**10.1 Trees at the Churchyard.**

**11. Date of Next meeting.**

This was confirmed as Tuesday 6 March 2018 at 7.30 p.m. at Tittleshall Village Hall.

The meeting closed at 2112.