

Meeting Minutes of Tittleshall Parish Council  
Thursday 4<sup>th</sup> January 2024 7.30pm held at the Tittleshall Village Hall

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Present: Parish Councillors: Kay Gingell (Chairperson), Barry Bowyer, Peter Moore and Ollie Munday

Also present Donna Secker (Parish Clerk) and 7 members of the public.

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The meeting was filmed by the Council and verbal permission was granted by parishioners who were sitting within the video angle.

**1. To receive apologies for absence**

Councillor Osborne sent apologies and these were accepted. County Councillor Kiddle Morris also sent his apologies. Cllr Garner didn't attend the meeting but the Council agreed to accept his belated apologies.

**2. To receive declarations of interest**

No declarations of interest were received.

**3. To adopt and implement the policy for dealing with abusive, persistent or vexatious complaints**

The policy was circulated to the Council before the meeting. The Council agreed for Cllr Gingell to adapt it to conform with the requirements for Tittleshall Parish Council.

**4. To approve the minutes of the meeting held on 7<sup>th</sup> November 2023**

It was resolved to accept the minutes of the last meeting as a true record and it was signed by the Chairperson.

**5. To receive any brief updates from County and District Councillor**

County Cllr Kiddle-Morris report can be found on the website and will also be attached to the minutes.

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

A parishioner who was recording the meeting made everyone aware that his recording would be forwarded to other companies rather than just posting it on YouTube. It was noted that it will be used for pre-press association and BBC.

A parishioner reported that the culvert on the top of Wellingham Road is overflowing due to the heavy rain, the culvert was reported last year and the clerk will chase this up.

A parishioner raised the item of the old salt bin being located in an official site with highways. As per the last minutes it was noted and established that the bin was broken and had not been filled with salt by Norfolk County Council for sometime.

A parishioner enquired about the old defib and it was confirmed that this is now back in the phone box.

## **7. To report and update on highway matters**

A pothole on Fakenham Road was noted on social media. The Clerk reported this in November and again in January, highways will action this but may take up to 12 weeks. The Council noted that the potholes in Heath Lane have been filled in but previous potholes are now deteriorating.

### **7.1 Request for white H markings for Folly Yard**

It was reported by parishioners living in Folly Yard that when vehicles park on either side of Folly Yard or opposite this causes issues for delivery lorries to gain access. The Council's concern is that emergency services will not be able to approach any of the properties if and when needed. The Council agreed to support the parishioners with their application to have white H markings painted on the road.

## **8. Planning Applications**

**8.1 To receive planning applications by Breckland District Council**

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

## **9. To discuss and update the Council**

**9.1 To discuss a leaflet for new residents**

The Cllr who requested for this to be on the agenda is not present. This will be added to the next agenda

**9.2 To update and feedback regarding the future use of the phone box**

This will be added to the next agenda as the parishioner who made the suggestions was not present to update the Council and so will be invited by email to attend the meeting in March.

## **10. Items to discuss and confirm the new precept for 2024/25**

The Council agreed to raise the precept by £4000, to cope with the cost of a new defibrillator and Sam 2 sign. This will mean an approx increase of £2.36 per household per month. If the Council are fortunate enough to succeed in any grants or match funding the Council could consider a reduction in precept in 2025

## **11. To update the council on**

**11.1 The Emergency Plan**

No Emergency's reported. Cllr Gingell is still chasing UK Power Network to cut back the trees that are potentially causing problems with electrical cables.

## **12. To receive reports**

**12.1 To receive reports on pathways**

Wendy Searle sent her apologies due to not being able to complete a report for this meeting.

## **13. Finance**

**13.1 To approve the list of payments for January 2024**

Payments were approved and authorised by the Council

**13.2 To approve the Clerk's wage increase set by NCC to be back dated 1<sup>st</sup> Apr 23**

The Council agreed for the clerks' wages to increase and be back dated.

**14. To receive items for the next meeting agenda Tuesday 5<sup>th</sup> March 2024**

Folly Yard, Residents Leaflet, phone box update, supplies for bench refurbishments and review on hedges.

Meeting finished at 20.02

Cheque/Trans	Cheques payable	Reason for payment	Amount
Trans	D.K.Secker	Wages + Back pay (1st Apr 23)	£877.56
Trans	HMRC	PAYE Payment	£83.40
Trans	B. Bowyer	Camera Stick	£27.99
Trans	D.Secker	Defib Pads	£70.74
Trans	Cokesford Farm	Bottle Bank rent	£5.00