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MINUTES OF THE MEETING OF TITTLESHALL PARISH COUNCIL HELD VIRTUALLY ON
TUESDAY 22ND SEPTEMBER 2020 AT 7.30PM

Present: Councillor S Lane (Acting Chair)
Councillor K Gingell
Councillor M Colman
Councillor S Parks

1 Parishioners

1. Apologies for Absence.

District Councillor Carter sent his apologies as he was unable to connect to the meeting.

2. Resignation of Vice Chairman, Councillor, Clerk and Appoint New Clerk

All the Councillors would like to send their thanks to all the Councillors that have recently resigned, for their dedication and commitment to Tittleshall Parish Council. Firstly, to Councillor Thompson for being Chairman and Councillor Corrigan who kindly stepped in as acting chairman and also to Councillor Hills. They all have volunteered and spent many hours and years with Tittleshall Parish Council helping to improve the village.

The Councillors would also like to thank Bryan Leigh who has retired as the Tittleshall Clerk. He also has spent many years helping Tittleshall and he will be sadly missed. The Councillors welcomed Donna Secker, who has become the new Parish Clerk.

3 Declarations of interest

There were no declarations of interest.

4 To approve the minutes of the meeting held on Monday 20th July 2020.

Councillor Gingell proposed and Councillor Colman seconded the resolution that the minutes of the meeting held on Monday 20th July 2020 having been circulated be approved. The minutes were signed and shown to the other Councillors during the virtual meeting and all agreed.

5 Co-option to the Parish Council

Councillor Gingell proposed and Councillor Colman second the resolution that Helen Petrie be co-opted to the parish council. All were in favour and the Declaration of Acceptance of office was duly signed and witnessed.

6 Public Participation.

6.1 County and District Councillor Reports.

Planning:

“Planning for the Future”: - The government is currently consulting on radical proposals to reform the planning system. The consultation, under the title Planning for the Future, started on the 6th August and will run until the 29th October. The paper outlines 5 fundamental proposals: Streamline the planning process with more democracy taking place more effectively at the plan making stage; a radical digital first approach to modernise the planning process; bringing a new focus on design and sustainability; improve infrastructure delivery, ensuring developers play their part through reform of developer contributions; ensure more land is available for the homes and development people and communities need. Implementation of any of the above reforms will require primary legislation and it is anticipated that this will be pushed through in the next 12 months.

There is another planning consultation “Changes to the Current Planning System” also running from the 6th August but finishes on the 1st October. This details interim changes to the current planning guidance until the reforms detailed above take effect. Briefly the changes are: amendment to the standard method for assessing housing need; securing of First Homes which are sold at a discount (this separates(30%) to first time buyers through developer contributions; raising the small site threshold below which developers are not required to contribute affordable housing from the current 10 dwellings to 40 or 50 to support SME builders; extending the current “Permission in Principle” (this separates the consideration of matters of principle for proposed development from the technical detail) to major development. A further consultation ending on 30th October is underway called “Transparency and Competition” which is proposing changes to improve the transparency of contractual mechanisms used to exercise control over land such as land options, rights of pre-emption and estate contracts. In Norfolk 700 people have been tested and 100 have tested positive we are in an area of no concern. The disposing of hazardous waste days have been released for our area, the dates are 2nd, 3rd & 4th October for Dereham and 9th,10th & 11th October Hempton recycling areas.

District Councillor Carter reported, Breckland Community Funding Scheme will be re-opening for applications from 1st September and will include guidance for completion forms. Banham Poultry Outbreak-total of 127 employees have tested positive for Covid 19 but have all now returned to work. Breckland Chief Executive-Anna Graves is standing down this Autumn. The Council’s new waste contract appears to be working well and meeting its targets. Breckland is targeting high-risk Fly-tip areas with increased resources.

6.2 Public Comments.

6.2.1-Church Gates and Railings-A parishioner raised item for an update and all the Councillors agree that it has been resolved.

6.2.2-Dogs on Millennium Green -Councillor Lane reported that after January’s Parish council meeting dog signs were displayed on the Millennium green. It was noted that the Millennium green is for anyone to use responsibly and many parishioners walk their dogs which are all well trained. Councillor Gingell said that, due to these signs, parishioners have now stopped going there. Councillor Lane would like the signs to be taken down. The signs should have been cleared and checked first and the Parish Council should have had the trustees’ approval first. The Parish Council have a responsibility for the Green but going forward they would like to work alongside the trustees. The parish council would like to send their apologies to the trustees regarding the signs.

7 Highways

7.1 To note any new problems within the Parish

Councillor Lane reported:

Potholes on Heath Lane which have been marked out by highways. The clerk will report back to County Councillor Kiddle-Morris for him to chase this up.

A sign opposite the wildflower meadow was previously reported. It is a narrowing sign which is damaged and a staggered junction sign. County Councillor Kiddle-Morris has visited the site and taken photos, and this has been reported. The narrow sign will be added to the priority list.

Re the ongoing water pipe problems on Clay Hill, the councillors feel this has been going on too long and needs chasing. County Councillor Kiddle-Morris reported this, and the leaking pipe is being worked on at present but unfortunately this isn’t a simple fix.

Councillor Lane reported the water leak running down the High Street road, Councillors and parishioners have reported this several times. It has been marked as urgent, but the Clay Hill repairs need repairing first, otherwise Tittleshall will experience two road closures which will not be beneficial to the parishioners. The Clerk will contact Anglian Water and request an urgent update.

Councillor Lane reported that the trod on Litcham road/Fakenham road was meant to be re-instated. It is at a dangerous point. Another trod by the Patch, was reported, this has now been actioned with weed killer but may take a few weeks to clear. The trod opposite the houses in Wellington Road, was reported. This is due to overgrown hedges that urgently need cutting back. The Councillors feel that this is private land and the landowner will need to be contacted. The Clerk will contact the landowner.

A dangerous branch is hanging over the road on Church Lane, the Councillors feel this could cause damage and potentially harm a parishioner if it fell. The County Councillor Kiddle-Morris is going to check with highways.

Councillor Lane reported very overgrown footpaths. The footpath at Back Street, which crosses over Mileham Road, Litcham and Fakenham Road, is very overgrown and is unsafe for parishioners to walk and is not wide enough for wheelchairs or pushchairs to get through. Councillor Gingell will contact the homeowner/landowner.

Councillor Lane received an update from the Millennium Green working parties regarding the clearing of the Millennium Green. Councillor Lane would like to thank them all for the time and work they have spent on the Millennium green. All the Councillors would also like to thank them for cutting, maintaining the orchard. The machine was hired from Ben Burgess but was sponsored by two parishioners. In the report they inform the Parish Council of the boundary wooden fencing that needs updating and have requested for the parish council to consider help with funding this. This will be added to the next agenda for further discussion.

8 Planning. 3SR/2020/0006/SCR-Manor Farm, Fakenham Road, Three new poultry houses. This planning was for the Screening opinion- this wasn't an application just a proposal. The full planning application has been postponed until 2021.

9 Matters to report

9.1 Alleyway between Fakenham Road and Peakhall Road.

The alleyway has now been sprayed with weed killer. Councillor Gingell will speak to the homeowners to request them to trim the overhang on both sides of the footpath. The hedges near Church lane and Blenheim needs cutting back as this may cause damage to parishioners walking or children in pushchairs or even wheelchair uses. The clerk will write to the homeowner. Councillor Lane requested that a letter will need to be written to parishioner to follow up the request of contacting a tree surgeon, the clerk will action this.

9.2 Bin by the Bottle Bank.

Councillor Lane reported a damaged bin in between the recycling bins. Councillor Lane had obtained quotes, but this item will be added to the next agenda for further discussion. The Councillors would like to encourage all parishioners to use the recycling bins as the Parish Council will receive money for this and can help fund items like the bins etc. The Clerk will add this to the Church and Village entry and Councillor Gingell will add it to the village newsletter.

9.3 The Village Sign and Road Sign

Councillor Lane circulated a drawing to all the Councillors with a new village sign design. A local parishioner will carve the new sign for free. Materials will be approx. £100. Councillor Gingell

proposed and Councillor Petrie seconded the resolution to go ahead with the replacement of the village sign. Councillor Lane also reported that the road sign next to High Street is unclear and the writing is not readable. The clerk will report the sign.

9.4 Website and Membership to join Norfolk Parish Training and Support

The Clerk reported that by the 23rd September that a Parish Council must comply with new public sector bodies website accessibility regulations 2018. The Tittleshall site must be content compliant and display an accessibility statement. Due to the parish sharing a village site, the clerk recommends a new site to be set up just for the Parish Council and a link will be added to the original village site. The cost of this set up will be approx. £100. The clerk would also like to join the Norfolk Parish Training and Support membership, this will give the parish councillors access to training and support for them as well as the Clerk. Councillor Gingell proposed and Councillor Petrie seconded the resolution for the clerk to put in place the new village website and join Norfolk Training and Support.

All Councillors were in favour and agreed.

9.5 Emergency Plan: Councillor Lane proposed and Councillor Colman seconded for Councillor Gingell to become the emergency plan co-ordinator for Tittleshall.

9.6 Defibrillator and phone Box- A parishioner reported that the batteries need changing in the defibrillator and the phone box is dirty. The clerk will contact Community Heartbeat and request a quote for the replacement batteries. Councillor Petrie has agreed to maintain and check the defibrillator on frequent basis.

10 Finance

10.1 Balance and cheques for authorisation as circulated: Councillor Gingell proposed and Councillor Petrie seconded the resolution on the authorisation of cheques and balances.

10.2 Budgets to be Circulated: Councillor Colman proposed and Councillor Parks seconded the resolution on the budgets that were circulated. All Councillors agreed.

11 Matters for next meeting (not for discussion)-

Emergency plan to be discussed.

Potential change of banks

Partnership Scheme for Councils

Millennium Green grant for fencing.

12 To confirm that the next meeting of Tittleshall Parish Council Tuesday 3rd November 2020 at 1930pm

Meeting Closed 2120

TITLLESHALL FINANCE 30th July - 30th Aug 2020

COMMUNITY ACCOUNT

30.07.2020

Balance 30.07.2020 £2,785.45

Cheques authorised

Cheques unauthorised 1052 £12.00

Balance £2,773.45

Less unrepresented cheques £693.33

Balance 30.08.2020 £2,080.12

Business Savings Account-29th May 2020 £63.67

1058	B.J.Leigh	Salary for July & August £644.28 -£128.80 PAYE	£515.48
1059	HMRC	PAYE	£128.80
1060	A. Corrigan	Stationary and Parts	£49.05