

**MINUTES OF THE MEETING OF TITLLESHALL PARISH COUNCIL HELD AT TITLLESHALL
VILLAGE HALL ON TUESDAY 7th JANUARY 2020 AT 7.30 P.M.**

Present Councillor A Corrigan (Chair)
Councillor M Colman
Councillor K Gingell-after co-option.
Councillor N Hills
Councillor J Nicholls

Thirteen members of the public.

1. Election of Chairman.

No person was elected Chairman and it was agreed to leave filling this post until the Annual Parish Council meeting in May. The Vice-Chairman would continue to be Chairman of the meeting in March.

2. Apologies for Absence.

Apologies for absence had been received from Councillor Parke who was working and these were accepted. Apologies for absence had also been received from County Councillor M Kiddle Morris and District Councillor T Carter.

3. Declarations of Pecuniary Interest.

Councillor Gingell declared a DPI in Agenda Item 10.3 being a sub-contractor of a company tendering.

4. Minutes of the Previous Meeting.

The minutes could not be confirmed as the Parish Council was not quorate.

5. Casual Vacancy.

5.1 Vacancy caused by the resignation of Richard Thompson.

Breckland Council had confirmed that no election had been requested and the Parish Council is free to co-opt. The Clerk reported that a parishioner had indicated that she would be willing to serve on the Parish Council.

5.2 Co-option of Mrs K Gingell to fill the vacancy caused by the resignation of Pat Janning.

Councillor Colman proposed and Councillor Nicholls seconded the resolution that Mrs K Gingell be co-opted. All were in favour. The Declaration of Acceptance of Office was duly signed and witnessed.

6. Public participation.

6.1 County and District Councillor Reports.

No reports were given.

6.2 Public Participation.

The following matters were raised by parishioners:-

The problem of potholes on Clay Hill and water running down the highway and potholes on Heath Lane. The parishioner also stated that the wording in the Church and Village magazine regarding grass cutting costs is misleading.

The application for a grant for a commemoration of VE, VJ, Battle of Britain and Dunkirk. The suggestions were to have a street party or to provide commemorative mugs. Councillor Gingell agreed to assist with the application to Breckland Council.

A parishioner stated that she wished her thanks be recorded to Richard Thompson for all the work he has done in the village and for stepping in to be Chairman.

It was suggested that Norfolk County Council be contacted to side out Heath Lane as it may be possible to gain a further 2 metres of carriageway which would assist with the problems with the verges.

The Tittleshall sign needs maintenance and Councillor Corrigan will check this and it may be possible to apply for a grant from Breckland Council for this.

7. Matters to report.

7.1 Emergency Plan.

Councillor Corrigan reported as follows: -

The current C.E.P. has been kept in electronic format by the Deputy Co-ordinator.

Unfortunately, the computer on which the information was stored, crashed and it has not been possible to retrieve the information. Hard copies are kept in the emergency boxes so fortunately, the information is available in this format. I have recently started to transcribe the information from my hard copy onto my computer, taking the opportunity to revise it. On completion I will circulate it and this will ensure soft copy is not lost again. This electronic copy can be amended.

Emergency contact details have been updated.

Investigating whether newcomers to the village are willing to be Area Volunteers and this needs help from all Councillors.

7.2 Matters to report not covered by the agenda.

No matters were raised.

7.3 Millennium Green Sub-Committee.

7.3.1 Composition.

It was agreed that the Millennium Sub-Committee would comprise Mark Hardy as Chairman and David Levy and Michael Taylor would be members. The Chairman stated that he would have a structured approach to the maintenance and he has already 16 volunteers who would assist with maintenance. It was agreed that the Chairman could spend up to £100 on repair equipment without referring to the Parish Council.

7.3.2 Report

The Chairman would report to the Parish Council at each meeting.

7.4 Play Equipment.

It was agreed that a reminder needs to be sent to all in the parish as to what is available and it may be a good idea to have a day when the equipment is all used as happened previously.

8. Highways.

8.1 Report on Matters raised at the last meeting.

The Clerk had reported a large hole on Tittleshall Road and the County Councillor had taken this forward as a priority. A pothole outside Manor Farm had also been reported. The finger post at the junction of Church Lane and Fakenham Road had been repaired. The Clerk had contacted the County Councillor to assist in getting 30 mph signs on the gateways and the flooding at Pear Tree Corner. There had been a complaint that HGVs were using the High Street and the only vehicles the parishioners present at the meeting had seen were those for the chicken farm.

6.2 New Problems.

The only additional problems to those raised in the public part of the meeting was that there are many white lines that need refreshing and the Clerk explained that these would not be done until April.

6.3 Footpaths.

The Clerk had reported again the problem with the path through Godwick and the footbridge at the Church Lane end of FP2

9. Planning.

9.1 Applications.

9.1.1 3PL/2019/1544/HOU-10 High Street-conversion and extension of an existing

outbuilding into a 1-bedroom annex.

This is a renewal of an extinct planning application.

Councillor Corrigan proposed and Councillor Nicholls seconded the resolution that no objection be raised. All were in favour.

9.2 Decisions.

9.2.1 3PL/2019/1203/F-Courtney House Care Home Fakenham Road-proposed new access to the north of the site onto High Street. Refused.

10. Finance.

10.1 Budgets.

The budget sheets had been circulated. Councillor Nicholls proposed and Councillor Colman seconded the resolution that these be approved. All were in favour.

10.2 Balances and Cheques for authorisation.

Councillor Hills proposed and Councillor Nicholls seconded the resolution that the balances and cheques for authorisation be approved. All were in favour.

Balances :-

Community Account

Balance at 30 09 19	3653.45
Plus	<u>0.00</u>
	3653.45
Less Cheques authorised 03 09 19-13.06	
Cheques authorised 05 11 19-1356.28	<u>1369.34</u>
Balance at 30 11 19	2284.11
Less Unpresented cheques authorised 02 07 19-	<u>12.00</u>
Balance at 01 12 19	2272.11

Business Saver Account

Balance at 27 09 19	513.27
Plus Interest	<u>0.26</u>
Balance at 30 12 19	513.53

Amount available for Section 137 : 328x£7.57 =£ 2482.96

Spend to Date : £0.00

Cheques for authorisation:

1036	B J Leigh	Contract November and December 644.28 Less PAYE 128.80	515.48
1037	Tittleshall Village hall	Hall hire	12.00
1038	HMRC	PAYE	128.80
1039	Beetley Parish Council	25% of membership to SLCC	40.25
1040	BB Garden Services	Grass cutting	1512.00

10.3 Grass Cutting Contract.

Councillor Gingell withdrew from the meeting.

The Chairman outlined the costs of the two grass cutting quotations received and stated that as one was nearly three times the cost of the other it would be imprudent to accept the larger quotation.

The meeting was adjourned.

The members of the public expressed concern that the cutting would not be as good and queried if the quotations received were for the same cutting. The Chairman informed the meeting that the cutting was for the same number and this would be monitored carefully.

The meeting was re-convened.

Councillor Colman proposed and Councillor Hills seconded the resolution that the quotation from Norse be accepted at a cost of £545.34 plus VAT. All were in favour.

10.4 Precept.

Councillor Hills proposed and Councillor Nicholls seconded the resolution that the precept be set at £9750. This will recover some of the reserves that had been used over the past two years to cover the increased cost of grass cutting compared with 2017/18.

10.5 Bank Mandate.

It was agreed to add Councillor Corrigan and remove Richard Thompson.

11. Correspondence.

The following correspondence would be circulated.

11.1 Clerks and Councils Direct January.

12 Matters for next meeting.

There were no matters raised.

13. Date of Next meeting.

This was confirmed as Tuesday 3 March 2020 at 7.30 p.m. at Tittleshall Village Hall.

The meeting closed at 2052.