

**MINUTES OF THE MEETING OF TITTLESHALL PARISH COUNCIL HELD AT TITTLESHALL
VILLAGE HALL ON TUESDAY 2nd JULY 2019 AT 7.30 P.M.**

Present Councillor R Thompson (Chair)
Councillor A Corrigan
Councillor M Colman
Councillor P Janning
Councillor J Nicholls
Councillor N Hills
Councillor S Parke

County Councillor M Kiddle Morris
District Councillor T Carter

Four members of the public.

Prior to the meeting the Declaration of Acceptance of Office for Councillors Hills and Nicholls was duly signed and witnessed.

1. Apologies for Absence.

There were no apologies for absence.

2. Declarations of Pecuniary Interest.

There were no DPs.

3. Minutes of the Previous Meeting.

Councillor Janning proposed and Councillor Corrigan seconded the resolution that the minutes of the meeting held on 7 May 2019 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 County Councillor reported that there was nothing to report from Norfolk County Council except it is now possible to watch live on U-Tube the Cabinet decision making. He requested that as most Parish Council are now meeting every two months it is important that any matters are reported in between meetings via the Clerk and not left to be reported at a meeting as this could lose nearly eight weeks.

District Councillor Carter stated that the grant application is progressing and he was informed that this had now been approved. The reception for Breckland Council and the Department for Work and Pensions at the front of the offices of Breckland is being reorganised with an electronic check in and chip and pin payment. This should prove more efficient in the future.

4.2 Public Participation.

A parishioner raised the matter of the maintenance of the trods which all need maintenance and verges and hedges need cutting. This is especially so along Bartons Lane where the hedge now means that it is not possible for pedestrians to get off the road when a large vehicle is also using the road. The trods are not being maintained and the County Councillor is investigating this. It was suggested by a parishioner that the grass cutting contractor be used to maintain the trods as the Parish Council is paying for this. The County Councillor is also investigating the repair to the trod on Fakenham Road. The Chairman will speak to the landowners to have the hedges cut along Bartons Lane and on Fakenham Road. The meeting was informed that a parishioner had cut around the War Memorial. A parishioner raised concerns regarding dogs not on leads on Millennium Green and the Chairman will speak to the trustees as it was originally agreed to allow dogs to use the area without being on leads. The Chairman will also speak to the PCC regarding dogs not on leads in the churchyard.

District Councillor T Carter withdrew from the meeting.

5. Emergency Plan Co-ordinator.

Councillor Corrigan volunteered for this and he will collect all information prior to the next meeting and will report to that meeting.

6. Regulatory Documents.

6.1 Standing Orders.

Councillor Janning proposed and Councillor Colman seconded the resolution that the revised Standing Orders which had been circulated be adopted. All were in favour.

6.2 Financial Regulations.

These had been circulated and were reviewed and no changes were needed.

7. Matters to report.

7.1 Website.

Nothing was reported and this item will be removed from the agenda.

7.2 Emergency Plan.

There is nothing to report at present and Councillor Corrigan will report at the next meeting.

7.3 Matters to report not covered by the agenda.

Councillor Corrigan will collect all details on the defibrillator from the previous person responsible for the checks and pass to Councillor Nicholls. The trees had been removed at the entrance to the churchyard but it now looks desolate. The stumps need grinding out and the Chairman will speak to the PCC regarding this. The Clerk will contact the secretary as well.

7.4 Report from the Millennium Green Sub-Committee.

The walk had been repaired but it still needs a type of mesh for the top to make it safe. The bark has been renewed.

7.5 Sports Equipment.

Two people are need to take this on to issue and ensure it is returned. Councillor Parke will be one and the Chairman will see if he can find another.

7.6 Footpath Warden.

The Chairman thanked Councillor Janning for all the work she has put in over the past few years and the informative reports prepared for the Parish Council. Councillor Colman agreed to take on the responsibility for the footpaths.

7.7 Cosmic Roots Festival.

The information on this had been circulated and was noted and the Clerk will ensure this is on the website.

8. Highways.

8.1 Report on Matters raised at the last meeting.

The Clerk had chased the installation of the gateways and these should be installed by the second week of July. The finger post at the Church Road/ Fakenham Road junction had been reported but had not been replaced yet. The potholes on Heath Road had been reported and Norfolk County Council is going to resolve the problem. The junction of Mileham Road and Litcham Road is still flooding. The missing sign on Litcham Road had been replaced.

8.2 New Problems.

There are potholes on Back Lane and near to the War Memorial.

8.3 Footpaths.

No report was given.

County Councillor M Kiddle Morris withdrew from the meeting.

9. Planning.

9.1 Applications.

There were no applications to consider.

9.2 Decisions

There were no decisions to report

10. Finance.

10.1 Budgets.

The budget sheets and financial information had been circulated and 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 Colman proposed and Councillor Parke seconded the resolution that the balances and cheques for authorisation be approved. All were in favour.

Balances :-

Community Account

Balance at 31 03 19	388.89
Plus Breckland Precept-3375.00	
Breckland Recycling-327.71	<u>3702.71</u>
4091.60	
Less Cheques authorised 05 03 19 -12.00	
Cheques authorised 07 05 19 -1859.48	<u>1871.48</u>
Balance at 31 05 19	2220.12

Business Saver Account

Balance at 31 12 18	3011.67
Less Transfer to Community Account	<u>2500.00</u>
	511.67
Plus Interest	<u>1.08</u>
Balance at 31 03 19	512.75

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

Spend to Date : £0.00

Cheques for authorisation:

1021	B J Leigh	Contract May and June 644.28 Less PAYE 128.80	515.48
1022	Tittleshall Village hall	Hall hire	12.00
1023	HMRC	PAYE	128.80
1024	RoSPA Play Safety Ltd	Play Inspection	82.20
1025	Paul Hands	Balance in Parish Council account for the allotments.	39.50
1026	Chris Millward	Cutting of Churchyard	700.00

10.3 Recycling Payment.

Breckland Council had confirmed that the recycling figure for 2018/19 is £327.71 not as previously notified. The website is to have an article posted on it requesting all parishioners to place their bottles in the bottle bank not the black wheelie bin.

10.4 Donation to Age UK Norfolk.

It was agreed unanimously not to donate.

11. Correspondence.

The following correspondence would be circulated.

11.1

Clerks and Councils Direct July.

11.2

Leader of Breckland Council.

12. Resignation of Councillor Janning

Councillor Janning resigned from the Parish Council as she is moving to Germany. Breckland Council will be notified. The Chairman thanked Councillor Janning for all her hard work on the Parish Council and wished her well for the future.

12 Matters for next meeting.

There were no matters raised.

11. Date of Next meeting.

This was confirmed as Tuesday 3 September 2019 at 7.30 p.m. at Tittleshall Village Hall.

The meeting closed at 2028.