

Meeting Minutes of Tittleshall Parish Council
Tuesday 7th March starting at 19.30 pm held at the Tittleshall Village Hall

Present: Parish Councillors: Kay Gingell (Chairperson), Barry Bowyer and Stephen Olley
Also present: Donna Secker (Parish Clerk), and 6 members of the public.

Cllr Olley informed the Council that he was recording the meeting.

1. To receive apologies for absence

Cllr Colman and County Councillor Kiddle-Morris sent their apologies and these were accepted.

2. To receive declarations of interest in items on the agenda and consider requests for dispensations

No declarations were received.

3. To approve the minutes of the meeting held on 24th January 2023

It was resolved to accept the minutes of the last meeting as a true record and they were signed by the chairperson. It was noted that Cllr Olley requested an amendment to the minutes. The Council agreed to the changes and this was signed off by the chairperson.

4. To receive any brief updates from County and District Councillor

The food bus will be back in operation before April 2023. The Parish and District elections will be held on 4th May 2023, please don't forget to take your ID with you as this is now a requirement for voting and must be produced.

5. To report progress on items on the agenda from the last meeting

A request from a parishioner at the last meeting was to report the waterways from Church Lane to the pond at the war memorial. Both ditches have been cleared at the beginning of winter. A highways inspector came to check the area and it was reported that action may be taken.

6. Open Forum for Public Participation: an opportunity to hear from members of the public

A parishioner raised an issue that a hedge on the left-hand side of Barton Lane wasn't cut and has been missed by NCC or Breckland. It was later established that this hedge was privately owned. The farmer responsible must cut every other year, this hedge is due to be cut next year.

A parishioner raised an issue with the salt bins, this will be discussed in item 9.2. A parishioner raised the issue again about a blind spot at the top of Blenheim Crescent, this was referred to the District Cllr for further help to have this arranged to be cut. Another issue was raised by the same parishioner regarding a tree overgrowing in their garden. The Clerk will contact Breckland to re-arrange for this to be cut back.

6.1- King's Coronation plans

The Millennium Green will hold the King's Coronation event. It will take place on Sunday 7th May, from 2.30pm-10.30pm. The organisers have arranged for music and a hog roast for the evening with food and drink stalls.

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07436 394270

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Website: www.tittleshallpc.info

The Parish Council had a discussion and will consider purchasing a plaque for King. This will be added to the next agenda for further discussion.

7. To report and update on highway matters

The pothole in Heath Lane has been repaired. A small flood was reported coming from the pond near to the war memorial, the drain opposite will be cleared to ease this flow of water. A parishioner raised an issue with the road heading towards the A1065 with tree roots raising the road surface. It was established that this was within the Weasenham catchment area, the Clerk will report this to the Weasenham Parish Council.

8. Planning Applications

8.1 To receive planning applications by Breckland District Council

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

3PL/2022/1303/HOU- Woodford Cottage. Erection of garage with studio/annex following demolition of the existing garage-This has been approved.

9. Items to discuss and update

9.1 To update the Council on the Coronation flagpole grant and location

The Parish Council applied for the flagpole grant and considered the village hall to locate it within their grounds. Cllr Olley had it confirmed that the village hall is a conservation area. The council agreed to decline the grant if offered due to the Council not being able to match fund the costs.

9.2 To update on the salt bins

The Clerk updated the Council that Highways will not authorise any new locations for salt bins. The council agreed to continue with the previous salt bins and to potentially look at replacing one of the old bins with the new purchased bin in the Autumn.

9.3 To update on the village sign progress

A parishioner showed the Council the new village sign that has kindly been donated by a parishioner. Checks will be carried out to confirm that the post is structurally sound. The Council thanked the parishioner for donating this to the village and appreciated all their time and help with this.

10. To discuss and update the council regarding the Election

The Clerk informed the Councillors that their nominations (should they wish to continue being a Parish Councillor) need to be completed and with Breckland Council by 4th April at 1600. The Clerk advised the Councillors that they should take them in by hand. A publication of a statement of the persons nominated will be emailed to the clerk after the 5th May 2023 by Breckland Council.

11. To discuss and consider the donation requested by the village fete committee

A grant form was completed by the village fete committee for a request of £200. The Council donated £200 back in 2022 to assist the committee with start up costs. Unfortunately, after a long discussion, the Council are not able to offer the £200 as requested this year. This is due to limited funds.

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12. To discuss the Annual Parish Meeting and the Annual Parish Council Meeting

Due to the election dates, it was agreed to move the May meeting to Tuesday 16th May. It was also confirmed that the Annual Parish Meeting will start at 7pm and the Annual Parish Council Meeting will be held on the same date but will start at 7.30pm. The Clerk will contact and invite the local groups to attend with a short report on their activities.

13. To update the Council on

13.1 The Emergency Plan

The emergency plan coordinator distributed the updated pages of the emergency plan to all the Councillors and a copy will be sent to all the coordinators.

14. To receive reports

14.1 To receive a report on Defib and appoint a new Cllr to carry out checks

Due to the low temperatures the defib is being checked regularly by Cllr Olley. All battery contacts have been cleaned and batteries have been replaced. It was also recommended to potentially have a set of replacement pads. It was suggested to purchase an insulated bag to keep the defib in a safer position. The clerk will arrange this.

14.2 To discuss the options of the grant for a new Defib

The Clerk made enquiries about a grant for a new defibrillator due to the age of the existing one. A grant was offered to the Council from London Hearts and a new defib will cost £1100 approx. The Council will add this to the next agenda for further discussion.

14.3 To receive reports on pathways

The pathway inspection was carried out by Wendy Seale. The report will be posted on the website for parishioners to view. The report was passed around for the parishioners to read. The Council would like to thank Wendy for her time and work on this report.

15. Finance

15.1 To approve the Clerk's expenses and election training

The Council agreed and approved the Clerk's expenses and election training

15.2 To approve the list of payments for March 2023

The Council approved the list of payments for March 2023 as detailed at the end of the minutes

16. To receive items for the next meeting agenda on 16th May 2023.

Defib pads, Plaque for King's Coronation, waterways update, main electricity cable, Defib grant and a representation to the village fete.

The meeting finished at 20.55

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Cheque/Trans	Cheques payable	Reason for payment	Amount
Trans	D.K.Secker	Wages for Jan & Feb	£708.96
Trans	HMRC	PAYE Payment	£44.00
Trans	D.K.Secker	Expenses for 22/23	£205.34
Trans	Village Hall	Hall Hire	£15.00
Trans	Cokesford Farm	Rent	£5.00
Trans	NPTS	Subscription	£97.50
Trans	K.Gingell	Chairman/emergency plan	£21.42

DRAFT

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