

Meeting Minutes of Tittleshall Parish Council
Tuesday 3rd May 2022 at 19.30 held at Tittleshall Village Hall

Parish Councillors present Sue Lane (Chairperson), Kay Gingell (Deputy Chairperson), and Barry Bowyer.

Also present: Donna Secker (Parish Clerk), 2 members of the public, District Councillor Hambidge

The council received Helen Petrie resignation. The council would like to thank her so much for all the time she kindly volunteered as a Councillor.

- 1. Election of office for Chairperson.**
Cllr Gingell nominated Cllr Lane and this was seconded by Cllr Bowyer. The declaration of acceptance was signed.
- 2. Election of office for Vice-Chairperson.**
Cllr Lane nominated Cllr Gingell and this was seconded by Cllr Bowyer. The declaration of acceptance was signed.
- 3. To consider accepting apologies of absence**
Apologies were received from Cllr Olley, Cllr Colman and these were accepted. County Councillor Kiddle-Morris also sent his apologies.
- 4. To receive any declarations of interest in items on the agenda and consider any requests for dispensations.**
Nothing noted or received.
- 5. To approve the minutes of the meeting held on 1st March 2022**
It was resolved to accept the minutes of the last meeting as a true record, and it was signed by the chairman.
- 6. To receive updates from County and District Councillors**
District Cllr Hambidge reported all parishioners who pay the council tax bracket of band D, and below will be receiving a refund shortly.
County Council Kiddle-Morris sent a report and this can be found on the website.
- 7. To report progress on items not on the agenda from the last meeting**
The clerk has contacted the trustee of Millennium Green regarding obtaining a copy of the checklist carried out, but no reply has been received.

Brambles overhanging the care home wall have been cut back by a member of the council.

Update on the trees that potentially may cause problems with the power cables: A homeowner has kindly contacted network power and the cutting down of the trees will be carried out in due course. Another tree has also been reported but no update has been received; the clerk will chase this up.

The new sand bin and sandbags have been purchased. The council agreed to purchase the sand in autumn in preparation for the winter. It was agreed to locate the bin in the village hall car park area which will make it accessible for parishioners to use.

8. Open forum for Public Participation: an opportunity to hear from members of the public (Max 10 Minutes)

A parishioner enquired about the planning application in Wellingham. He was informed that Tittleshall Parish Council had objected to this planning application. This is not the case and District Cllr Hambidge has now spoken with the planning department and made it very clear that we had submitted comments/questions but not objected. This has since been resolved.

It was noted that a speed camera visited Tittleshall 25th April 2022, near to the BT exchange and also a SDR box has been fitted. (This is a radar sensor to measure traffic.). The speedwatch team will receive the results from the camera and SDR box in due course and notified on how many fines were issued. The updated statistics from the speedwatch team for the year, were 230 letters sent to drivers from 26 sessions held.

9. To discuss the conduct of behaviour from parishioners to councillors and parishioners behaviour at meetings.

Cllr Lane recently attended a seminar in which this was raised. The points for the council that were recommended regarding a disturbance at meetings, which would be disturbance of democracy, the council can ask/request for a 2-minute break. If this does not work, the council can vote to have the person sent out and as a last resort, the police can be called. The council also discussed that outside of meetings they are receiving unnecessary language. The council feel this is due to a lack of knowledge and understanding of how a parish council works, especially in what they do and how decisions are made etc. This will be added to the next agenda for further discussion and a plan moving forward. The clerk will need to check the code of conduct and add any items that the council needs highlighting.

10. To report and update on highway matters

Cllr Lane enquired about the traffic mirror that was previously raised at the last meeting. and the clerk confirmed this cannot be installed on highway land, the council will consider other options.

Unfortunately, no update regarding the trods (one on Wellingham Road and one near the war memorial). It was agreed to speak to the contractor to see if they would be able to cut back the hedges. The clerk will chase up highways regarding the trods again.

11. To update and discuss the Jubilee plans for Thursday 2nd June 2022.

Since the parish council meeting the Jubilee event has been cancelled due to the beacon not passing a safety test.

12. Planning Applications

12.1 To receive planning application by Breckland District Council

3PL/2022/0399/F-Proposed concrete surfacing of existing access, turning, loading, and unloading areas to an existing farmyard. Godwick Hall Farm. This has since been approved.

TRE/2022/0089/TCA-T1 Horse Chestnut, reduction and sycamore reduction. Prune trees to reduce wind loading and road access- Approved

12.2 Update on application decisions taken by Breckland District Council

No application decided

13. To discuss and update the Council

13.1 To discuss the salt bin located within the village Both salt bins have been inspected. The salt bin on Barton's Lane will need replacing. This will be added to the next agenda for further discussion.

13.2 To discuss the options of the village sign

The clerk will look into options of applying for a grant to cover the cost for a new village sign. The jubilee plaque will be purchased after the village sign. Cllr Gingell suggested a competition for the children to design the plaque. The clerk will investigate the options of how the design can be transferred

13.3 To update the cllr's on the seminar attended

Cllr Lane and the clerk attended a seminar which was organised by Norfolk Parish Training and Support. The Cllr's were updated with a report from Cllr lane. This was shared with the cllrs to update them.

13.4 To agree and renew the insurance policy.

The council all agreed to renew the insurance policy. The play equipment has been removed from the policy and the council agreed to continue to adopt the War Memorial which has been valued by the stonemasons at £25,000.

14. To update the Council on the emergency plan

14.1 The Emergency Plan

During the storms of Dudley and Eunice, all the volunteers were notified and were on standby if needed. Thankfully they were not required. The emergency plan co-ordinator will have some forms to complete at the annual parish meeting for any new residents to the village.

15. To Receive reports

15.1 To receive reports on Defib

Defib has been checked and all is working correctly. The checks will now be completed by Cllr Lane and the clerk.

15.2 To receive reports on Pathways

A new report has been completed by Wendy Seale in May and this will be added to the website.

16. Finance

16.1 To approve the Annual Governance and Accountability return

The council approved the AGAR and this was signed by the Chairperson and the Clerk.

16.2 To approve the Clerk's pay increase awarded by Norfolk County Council

The council agreed for the clerk to receive this pay award.

16.3 To approve the list of payments.

The council all agreed and approved the list of payments as listed below.

17. To receive items for the next meeting agenda Tuesday 5th July 2022

Salt bin

Village sign

Leaflet distribution for engagement with parishioners

Competition to design a plaque

Defib signs for telephone box.

Meeting finished 21.31

TITTLESHALL FINANCE 31st March-30th April
2022

COMMUNITY ACCOUNT

Balance at 31st March 2022 £3,441.69

Less Presented Cheques £5.00

Total £3,436.69

Breckland Precept £4,875.00

ICO Direct Debit £35.00

Total £8,276.69

Cheque /Trans	Cheques payable	Reason for payment	Amount
	D.K.Secker	Wages for March & April + £24.00 for seminar cost	£610.77
	HMRC	PAYE Payment	£112.40
	Diocese of Norwich	Allotment Rent	£175.00
	Village Hall	Hall Hire-Jan & March	£24.00
	D.k.Secker	Sand bin & sand bags	£171.39

Parish Clerk: Donna Secker- March 2022

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	Zurich Ins	Insurance Renewal	£540.36
	Beeston Book Keeping	Auditor	£15.00

DRAFT