

PRESENT

Ian Kinghorn (Chair)
Simon Covey
Mike Gaffney

Trevor Richards
Corinne King

Sue Lake – Clerk

Three members of the public

1. WELCOME

Ian Kinghorn welcomed all those present.

2. APOLOGIES

All members were present

3. TO RECEIVE MEMBERS DECLARATIONS OF INTEREST IN AGENDA ITEMS

None Made

4. MINUTES

The minutes of the Meeting held 14th May 2025 had been circulated previously, and were **AGREED** and signed by the chairman.

5. INFORMATION ON MATTERS ARISING

The matter of the recycling centres was discussed. Although the process appeared long winded it was working.

6. REPORTS POLICE, COUNTY AND DISTRICT COUNCILLORS

a) To receive written and/or verbal Reports from Representatives

Sue Catchpole was present and reported that many things were in abeyance until a decision is made on devolution.

Broadland does have substantial reserves and is likely to look at spending these before devolution is complete.

She also advised that the police would no longer attend Parish Council meetings and that the SNAP meetings will now cover a larger area but will be available as a hybrid option.

7. TO ADJOURN THE MEETING FOR MEMBERS OF THE PUBLIC TO SPEAK

Concern was raised at the lack of visibility of the website. The situation was explained and in the meantime the minutes will be sent to the two village websites.

8. FINANCE AND AUDIT

a) To note balance of account

The current balance held on the accounts is £8540.22.

b) To receive an update on bank changes

The new bank account has been opened but unfortunately the opening cheque for £500 was rejected by Barclays as the signatures overlapped. A replacement cheque will be drawn.

c) To consider payments for grass cutting at Burgh and Tuttington churches

It was **AGREED** to pay the budgeted amount of £200 to each PCC.

d) To agree following payments

• Steve Jackman	£165	Website Building
• Tuttington Churches	£200	Grass Cutting
• Burgh Church	£200	Grass Cutting
• Burgh & Tuttington PC	£8040.22	Account Transfer
• Norfolk ALC	£27.30	Website Hosting

9. TO CONSIDER PLANNING ISSUES

The only applications received related to conversion of septic tanks which were a requirement of the grant given relating to Nutrient Neutrality.

10. HIGHWAY ISSUES

a) To receive latest SAM2 figures

The figures will be sent to the clerk to be placed on the website. More volunteers are needed from Burgh to assist with moving the SAM2

b) To discuss any update on Quiet Lanes process

It was **AGREED** not to pursue this

c) To consider any project for Parish Partnership funding

Nothing suggested

d) To note any other highway issues

Trevor Richards will chase Richard Pearson re some outstanding matters.

Simon Covey had written to Highways personally regarding the early cutting of the hedgerows and the impact this had on the spring wildflowers. It was **AGREED** that the Parish Council would also write.

11. TUTTINGTON VILLAGE GREEN

a) To receive an update

This has been cut during the summer months with certain areas left for biodiversity. The fence needs repair and the Tuttington Together group are willing to do this and pay half the costs for the material needed. A request to the Parish Council for the remaining costs is likely to be made.

b) To consider the request from Broadland to adopt The Green

Broadland District Council have requested that the Parish Council considers adopting The Green. As stated previously this land is not in Broadlands ownership but is owned by three different bodies. After a lengthy discussion it was **AGREED** that the Parish Council could not consider adoption whilst the ownership is so complicated. It was also **AGREED** that the clerk write to Broadland pointing out the history and current issues and advise that consideration of adoption can not be made at the present time but if they resolve the ownership issue then further discussions can take place.

12. PARISH COUNCIL WEBSITE

a) To note address of new website

<https://www.burghtuttingtonpc.info/> This is only a temporary address.

b) To consider moving to a dot gov address

One of the requirements for audit next year is that Parish Councils must have an authority owned domain such as dot gov or dot org. The clerk had obtained a quote for transferring the website to a dot gov and also up to 20 mailboxes. It was proposed and **AGREED** to transfer the website to [Burghtuttingtonpc.gov.uk](https://www.burghtuttingtonpc.gov.uk) and to acquire email addresses for all councillors and the clerk. The cost will be £160 ex VAT

13. LOCAL GOVERNMENT REORGANISATION

No decision has yet been made on this, The County Councils preferred option is one unitary council.

14. TO NOTE ITEMS FOR INFORMATION/FUTURE AGENDA

Cutting of verges
Fencing repairs at The Green

15. Date of Next Meeting

This was confirmed as the 10th September 2025 at 7.30pm at Tuttington Church

The meeting closed at 8.32pm