

**Minutes of the Meeting of East Tuddenham Parish Council held on
Tuesday 4th October 2022 at 7.30pm at East Tuddenham Village Hall**

Present: Kathryn Horton (Chairman)
John Baldock
Lynsay Barrett
Chris Rose
Tom Bland
Catherine Moore, Locum Clerk

Also present: 2 members of the public.

1. Apologies for Absence

Apologies for absence were received from Alexandra Leaney and James Howells. District Councillor Paul Claussen had also sent his apologies.

2. Public Forum

a) Public

Nothing raised.

b) County Councillor

No report.

c) District Councillor

No report.

3. Declaration of Interest for items on the agenda

None

4. Minutes of the meeting held on Tuesday 6th September 2022

The minutes of the meeting were **agreed**, proposed by Lynsay Barrett, seconded by Tom Bland, all in favour, and were signed by the Chairman.

5. Matters Arising from the Minutes

a) Second Defibrillator

The concept of a second defibrillator was discussed, it was felt that this should be discussed at a later date once the first had settled in and people became aware of it. This would be taken off the agenda for now.

b) Housing Needs Survey Results Publication

The draft document for publication was presented, with a visual representation of the results. It was **agreed** to publish this on the website. **ACTION: Clerk**

The results had been presented to the landowner and the developer, and the Council would wait to hear further. The Parish Council would support the majority views of the community and a number of conclusions had been drawn from the survey, including that further development did not have widespread support.

6. Planning

a) New Applications

None.

- b) Decisions
3PL/2022/0846/F Land to rear of 5 Bay Field: Change of use from agricultural land to garden land including woven steel fence to new boundary and erection of detached garden room on land. **PERMISSION**

7. Finance

- a) Finances 2022/23 To Date
The accounts to date were presented. There was £9,294.47 in the Barclays account with £1,872.84 in unrepresented cheques.
- b) Budget 2022/23
The draft budget 2022/23 was presented. The budget was **agreed** and would be published on the website. **ACTION: Clerk**
- c) Asset Register
The draft asset register was presented and **agreed**. This would be published on the Council website. **ACTION: Clerk**
- d) Terms of Play Area Fence Grant
The Clerk noted that the terms and conditions for the for the play area fence grant had been chased with Breckland Council. **ACTION: Clerk**
- e) Payments
It was **agreed** to pay the following, proposed by Kathryn Horton, seconded by Lynsay Barrett, all in favour:-
- | | | |
|----------------------|----------------------------------|-----------|
| C Moore | Salary & Expenses September 2022 | £279.06 |
| HMRC | PAYE Apr – Sept 2022 | £271.20 |
| Ramblers Association | Boardwalk Materials | £3,000.00 |
| C Rose | Defibrillator Spares | £96.94 |

8. Correspondence and Consultations

- a) Norwich Western Link Consultation
Chris Rose reported that he had attended the Parish Councils meeting regarding the A47 and western link, with an opportunity to feed into the consultation process. Councils needed to consider what mitigation should be included in the design, to ensure that the village did not become a rat run. The modelling showed that Honingham would be impacted. It was suggested that this was the Council's opportunity to push for traffic calming measures in association with the works. The Council would respond that there could be a significant increase in traffic through East Tuddenham and that the Council would welcome the 30mph signs being moved further out so that traffic slowed before reaching the housing; and for traffic calming measures such as chicanes, road narrowing and rumble strips to be installed to slow traffic within the village. **ACTION: Clerk**
The consultation would be advertised on Facebook. **ACTION: CR**
- b) General Correspondence
An email from the former Chairman regarding previous administration was noted.

9. Other Matters

- a) Schemes for Norfolk County Council Parish Partnership Scheme 2023/24
The Clerk presented prices for various types of bus shelters, noting that the Highways Engineer had approved the scheme provided it did not impede visibility

from the exits from the village hall. It was felt that the ends should be transparent and that a three bay would be appropriate, which would cost around £8,000 including all of the ground works. It was suggested that a developer could partially fund a bus shelter, and that firm prices would be sought for a three bay enclosed transparent bus shelter with a view to making a Parish Partnership Scheme application.

ACTION: Clerk

John Baldock reported that it would cost around £150 for the repair to the existing bus shelter, he would arrange for this repair.

ACTION: JB

It was hoped that a developer in the village could fund planters in the village, it was **agreed** that this would come back to the agenda in January.

ACTION: Clerk

b) Platinum Jubilee Boardwalk - Thanks

Tom Bland reported that the posts were up and he had measured for an engraved plaque, however he wanted to check how long it would last for. It was **agreed** that two plaques would be ordered, one per end, and that Tom would circulate a final design.

ACTION: TB

c) Recruitment of Parish Clerk

An update was given on the recruitment of a Parish Clerk, noting that there had been some good applications. Councillors were asked to respond to the Norfolk PTS request for availability for interviews as soon as possible, as it was hoped that a Clerk would be in place by half term or 1st November at the latest.

d) Village Hall Liaison

Lynsay Barrett reported that she had spoken with some people regarding this. A member of the public reported that the Parish Council was entitled to send a representative to the Village Hall Management Committee, and that this should be one named representative. Meetings were normally the first Wednesday of the month at 7.30pm, and were not open to the public. Concern was expressed about the level of commitment involved for that representative as most councillors had jobs and families and would struggle to provide practical support to the village hall. It was confirmed that the PC representative would be expected to do as much as they were able, but was primarily to liaise between the Parish Council and the Village Hall. It was **agreed** that Lynsay Barrett would discuss further with the Village Hall Chairman regarding the expectations.

ACTION: LB

10. Reports from Councillors

Chris Rose reported that the Boardwalk had appeared as a two page spread in the Norfolk Magazine.

John Baldock reported that the Harvest Festival had been supported by Councillors, and would welcome further support at the Christmas Eve carol service at 3.30pm. John reported that a fire extinguisher and certificate had been sorted for the church, which had helped them out.

It was **agreed** that Lynsay Barrett would speak with the co-ordinator of the Parish Pump magazine, to find out whether this would continue and whether there was anything that the Parish Council could assist with.

ACTION: LB

Lynsay Barrett reported that the faculty was in place to go ahead with a notice board. It was noted that this would be £554.33 plus VAT. It was **agreed** that this would be

on the next agenda, and noted that many years ago the Parish Council had agreed some funding for it.

ACTION: Clerk

11. Date of Next Meeting

The next meeting would take place on Tuesday 1st November 2022 at 7.30pm at East Tuddenham Village Hall. The meeting closed at 9.15pm.

CHAIRMAN