

Minutes of the Meeting of Burgh and Tuttington Parish Council held on
Wednesday 14/01/2026 in Burgh Reading Rooms at 7.30 p.m.

PRESENT

Ian Kinghorn (Chair)
Simon Covey
Tim Craven

Trevor Richards
Corinne King

Sue Lake – Clerk
Five members of the public

1. WELCOME

Ian Kinghorn welcomed all those present.
Co-option will be placed as a standing item on the agenda – no requests had been received.

2. APOLOGIES

All members in attendance

3. TO RECEIVE MEMBERS DECLARATIONS OF INTEREST IN AGENDA ITEMS

None Made

4. MINUTES

The minutes of the Meeting held 12th November 2025 had been circulated previously.
A slight change to the name of the officer now responsible for Tuttington Green was made. The minutes were then **AGREED** and signed by the chairman.

5. INFORMATION ON MATTERS ARISING

Nothing raised.

6. REPORTS POLICE, COUNTY AND DISTRICT COUNCILLORS

To receive written and/or verbal Reports from Representatives

Sue Catchpole was present and reported there is still no decision regarding Local Government Reorganisation – it is hoped this will be received in March.
The Latest SNAP Meeting still listed safety and speeding as the top priorities.

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

A resident advised she was shortly going to seek planning permission for a change of use of two holiday cottages to residential. She detailed the problems she had had with Broadland planning. She was thanked for her notice and advised the council would consider the application if received, but there was some doubt as to whether she was in Burgh or Brampton.

Residents from Tuttington spoke of their concerns re the possible development on Aylsham Road which backs onto their property. Shortly before Christmas a roadway was created although the land is still designated for grazing. Residents felt the earthworks have changed the rural landscape of the village. Containers have also

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been placed on the site. It would appear no planning applications have been received. This item is on the agenda and the council will discuss any actions at the appropriate time.

8. FINANCE

a) To note balance of account

The current balance held on the accounts is £6370.72

b) To complete documentation to add Tim Craven to the bank account

This was completed.

c) To consider future financial position re villager defibrillators

In view of the fact that both villages now had a defibrillator the clerk wished to know if the council would be proving financial support for replacement pads and batteries in the future. The Burgh defibrillator costs are met by the Reading Rooms and the Tuttington unit has a beneficiary who has agreed to fund replacements. Therefore, at the present time the council will not be involved.

9. TO CONSIDER PLANNING ISSUES

a) To discuss any planning applications received

The appeal relating to land south of Fairfields has been dismissed.

A development of 40 houses has been passed off Aylsham Road in Buxton.

b) To discuss possible development on land at Tuttington off Aylsham Road

Simon Covey reported that he had some informal conversations with residents and the landowner to discuss the activities on the site. He is in the process of writing a report which he will present at the next meeting so the council can decide on any action to take.

10. HIGHWAY ISSUES

a) To receive latest SAM2 figures

Not available.

b) To note any other highway issues

Members reported various large potholes. The clerk will report these to Highways. Also the 30mph roundels require repainting.

11. TUTTINGTON VILLAGE GREEN

To receive an update

Simon Covey had written to Aaron Pritty regarding the fencing and he was unwilling to execute the full repairs. He will be reminded that these have been done by Broadland in the past. He had suggested removing the fence but residents were opposed to this on safety grounds and also the land could then be used for parking cars without a fence to prevent parking.

The clerk had reviewed the Chapel Farm file and found two officers who had quoted that adoption was in progress. She had requested if Broadland could talk to the corporate owners based at The Close to see if they could ascertain what they are

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holding the land for. Sue Catchpole suggested that a site meeting with Broadland officers may be worth considering before the issue of the land gets lost with Local Government Reorganisation.

12. PARISH COUNCIL POLICIES

To agree new IT Policy

As mentioned at the last meeting this years audit has a requisite for the council to adopt an IT Policy. One was sent using the suggested template. The chairman asked if there were retention guidelines. The clerk advised that there were detailed guidelines and a copy will be sent to councillors.

The policy was adopted.

13. TO NOTE ITEMS FOR INFORMATION/FUTURE AGENDA

Items discussed in the meeting

Annual Parish Meeting

14. Date of Next Meeting

This was confirmed as the 11th March 2026 at 7.30pm at Burgh Reading Rooms

The meeting closed at 8.25pm