

PRESENT

Ian Kinghorn (Chair)
Simon Covey

Trevor Richards

Sue Lake – Clerk

Three members of the public

1. WELCOME

Ian Kinghorn welcomed all those present. It was noted that Mike Gaffney had resigned since the last meeting – he was thanked for his services and had advised he was willing to continue with the SAM 2.

Co-option will be placed as a standing item on the agenda – no requests had been received to date.

2. APOLOGIES

Apologies were received and accepted from Corinne King

3. TO RECEIVE MEMBERS DECLARATIONS OF INTEREST IN AGENDA ITEMS

None Made

4. MINUTES

The minutes of the Meeting held 9th July 2025 had been circulated previously. A slight change to the wording of item 10d changing hedgerow to verges 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

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

Sue Catchpole was present and reported there is talk about local hubs being created once devolution has been undertaken. This is still rumour at the minute as it is not clear what form devolution will take. She advised Broadland has still to meet to discuss their preferred option.

Simon Covey will attend the police SNAP meeting.

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

Nothing Raised

8. FINANCE

a) To note balance of account

The current balance held on the accounts is £7940.72.

b) To receive details of the process of making payments

Details of how payments will be actioned had been prepared and this was **AGREED**. It will be placed on the website to be read alongside the Financial Regulations.

c) To note any extra items for the 2026/27 budget

Nothing new was brought forward.

d) To note accounts have been signed off by the External Auditor

This was noted.

e) To agree following payments

- | | | |
|-----------------|----------|----------------------------|
| • Parish Online | £192.00 | Dot Gov emails and website |
| • Mrs S Lake | £1051.20 | Six months salary |
| • HMRC | £262.80 | PAYE |

Simon Covey and Trevor Richards will authorise the payments this month.

9. TO CONSIDER PLANNING ISSUES

a) 2025/1654

The Bungalow Norwich Road Tuttington Norfolk NR11 6TJ

Proposal: Demolition of existing dwelling and outbuilding & erection of two dwellings

There was no knowledge of the current policy of Broadland to agricultural residency requirements. This will be highlighted in the response. There would appear to be no impact on the landscape as the plot is in a slight dip. However, this could cause flooding issues – this also will be mentioned in the response. It was felt the lack of roof solar panels was disappointing – again this will be mentioned in the response. Overall, there were no objections providing the points mentioned above have been considered and addressed.

b) To note appeal on Land South Of Fairfields Way Burgh

The previous comments made by the Parish Council will go to the Planning Inspectorate. Nothing further to be added

10. HIGHWAY ISSUES

a) To receive latest SAM2 figures

The figures will be added to the website. Once the next set are received Simon will undertake a detailed analysis to show the trends. It was noted one vehicle was recorded at 65mph,

b) To note any response re Highway verges

None received. It was mentioned that residents could put up their own signs to stop the cut.

c) To note any other highway issues

Trevor Richards has had no response from Richard Pearson re outstanding matters.

11. TUTTINGTON VILLAGE GREEN

a) To receive an update

The green has been cut throughout the summer months and looks good.

b) To discuss fencing on The Green

Tuttington volunteers have identified that 10 posts and 20 rails need replacing. Broadland have paid for the repairs in the past. Simon Covey will write to them regarding this and advise that volunteers are happy undertake the painting once the repairs have been made.

c) To note any response from Broadland re adoption of The Green

No response has been received, The clerk will send a reminder.

12. PARISH COUNCIL WEBSITE AND E-MAILS

a) To note address of new website

www.burghtuttington-pc.gov.uk

b) To note the clerks e-mail address

The new Clerks e-mail clerk@burghtuttington-pc.gov.uk

c) To note Councillors e-mail addresses

These are all in the format firstname.surname@burghtuttington-pc.gov.uk

13. LOCAL GOVERNMENT REORGANISATION

No decision has yet been made on this

14. TO NOTE ITEMS FOR INFORMATION/FUTURE AGENDA

2026/27 Budget

15. Date of Next Meeting

This was confirmed as the 12th November 2025 at 7.30pm at Burgh Reading Rooms

The meeting closed at 8.15pm