

PRESENT

Ian Kinghorn (Chair)
Simon Covey

Trevor Richards
Corinne King

Sue Lake – Clerk

Ten members of the public

- 1. TO ELECT THE CHAIRMAN FOR 2025/26**
Ian Kinghorn was proposed and **AGREED**.
- 2. TO RECEIVE THE CHAIRMANS DECLARATION OF ACCEPTANCE OF OFFICE**
The Chairman signed the Declaration of Acceptance of Office, duly witnessed by the Parish Clerk.
- 3. APOLOGIES**
Apologies were received and accepted from Mike Gaffney and Corinne King
- 4. TO ELECT A VICE-CHAIRMAN FOR 2025/26**
Trevor Richards was proposed and **AGREED**.
- 5. TO RECEIVE MEMBERS DECLARATIONS OF INTEREST IN AGENDA ITEMS**
None Made
- 6. MINUTES**
The minutes of the Meeting held 5th March 2025 had been circulated previously, and were **AGREED** and signed by the chairman.
- 7. INFORMATION ON MATTERS ARISING**
Nothing Raised
- 8. REPORTS POLICE, COUNTY AND DISTRICT COUNCILLORS**
 - a) To receive written and/or verbal Reports from Representatives**
No representatives present. Sue Catchpole and Abu Miah had sent their apologies
 - b) To discuss Waste Recycling Booking Requirements**
Postponed to next meeting
 - c) To discuss Local Authority Devolution**
Unsure what the impact will be – possible concerns over Tuttington Green maintenance
 - d) To note dates for meetings regarding devolution**
Most of the dates had passed – the online meeting is on Tuesday 20th May. Ian Kinghorn said he would attend.

- e) **To consider support of Broadland Public Spaces Protection Order**
This will be supported with the addition of a request to include play areas as in South Norfolk
9. **TO ADJOURN THE MEETING FOR MEMBERS OF THE PUBLIC TO SPEAK**
Most items had been discussed at the Annual Parish Meeting.
It was raised regarding the amount of rubbish at the A140 junction with Tuttington Road. It is thought this is actually Aylsham not Tuttington and Broadland enforcement are aware. A letter will also be sent from the Parish Council.
10. **FINANCE AND AUDIT**
- a) **To receive the Internal Audit Report**
The internal audit had been completed by Mrs Anderson-Dungar. Her only comments related to lack of documents regarding audit on the website. The report will be e-mailed to members.
- b) **To receive the income and expenditure account and balance sheet**
The balance as at 31st March was £4,846.72
- c) **To complete and agree the Annual Governance Statement on the Annual Return**
The Clerk then read the Internal Control statements.
The chairman and clerk signed the form
- d) **To complete and agree the Accounting Statement on Annual Return**
This agreed with the income and expenditure account and was signed by the chairman and clerk.
- e) **To agree that the Council is exempt from full external audit**
This was proposed and **AGREED**
- f) **To note balance of account**
The current balance held on the accounts is £8040.22, having received the precept payment.
- g) **To receive an update on bank changes**
The new bank mandate was signed by those councillors present.
- h) **To note receipt of VE Day Grant for £225**
This was received and used for the VE Day celebrations at Tuttington Church.
- i) **To agree following payments**
- | | |
|-------------------------------------|---------|
| • Norfolk Parish Training & Support | £57.50 |
| • Zurich Insurance | £214.00 |
| • Mrs M Anderson-Dungar | £35.00 |
| • Tuttington Together | £225.00 |
| • Burgh & Tuttington PC | £500.00 |
- (To open new bank account)

11. TO CONSIDER PLANNING ISSUES

a) To discuss any planning applications received

Application 2025/1329/30

Installation of photovoltaic panels on the south slope of the stable outbuilding

The Manor, 28 The Street Burgh

No objection from the Parish Council

b) To discuss temporary Tree Preservation Order on oak trees at The Reading Rooms

These are large and mature trees and there are no valid reasons to object.

c) To discuss any other planning applications received

Application 2025/1329/30

Installation of photovoltaic panels on the south slope of the stable outbuilding

The Manor, 28 The Street Burgh

No objection from the Parish Council

The application for Fairfield Way had been refused by Broadland.

12. TUTTINGTON VILLAGE GREEN

Some cuts have already been made. Simon Covey had thanked the Broadland team for their work.

13. HIGHWAY ISSUES

a) To receive details from the SAM2

See Annual Parish Minutes and website

b) To Discuss Quiet Lanes Process

Trevor Richards will continue to look at this but interest from residents is essential

14. RIVER BURE WATER QUALITY

No update at the moment.

15. NEW WEBSITE

The link to the new website had been viewed by everyone. It was proposed and **AGREED** to move to the new site

16. TO NOTE ITEMS FOR INFORMATION/FUTURE AGENDA

Cutting of verges

Policy Reviews

17. Date of Next Meeting

This was confirmed as the 9th July 2025 at 7.30pm at Tuttington Church

The meeting closed at 9.05pm