

PRESENT

Ian Kinghorn (Chair)
Simon Covey

Corinne King

Sue Lake – Clerk

Three 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

Apologies were received and accepted from Tim Craven and Trevor Richards

3. TO RECEIVE MEMBERS DECLARATIONS OF INTEREST IN AGENDA ITEMS

None Made

4. MINUTES

The minutes of the Meeting held 15th July 2026 had been circulated previously, and were **AGREED** and signed by the chairman.

5. REPORTS POLICE, COUNTY AND DISTRICT COUNCILLORS

To receive written and/or verbal Reports from Representatives

Sue Catchpole advised that Local Government Reorganisation has been withdrawn by the government. District elections will take place in 2027 and the County Council will remain as is until 2029.

She still has a small fund from District but the highways members fund has been abolished, the Parish Partnership scheme still exists.

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

Nothing raised.

7. INFORMATION ON MATTERS ARISING

Nothing Raised

8. FINANCE AND AUDIT

a) To note balance of account

The current balance held on the accounts is £8136.27

b) To consider the appointment of Internal Auditor

The clerk had approached NPTS for a list of auditors and MR J Graves was willing to undertake the Internal Audit for the sum of £42. The clerk advised members of Mr Graves experience. It was proposed and **AGREED** to appoint him.

c) To consider additional items for the 2027/28 budget

Nothing raised

d) To agree following payments

- | | |
|---------------------------------|----------|
| • Parish Online – email package | £312.00 |
| • Mrs S Lake – 6 months salary | £1120.40 |
| • HMRC | £280.00 |

These were **AGREED**

9. TO CONSIDER PLANNING ISSUES

a) To discuss any planning applications received

None Received.

b) To receive details from Broadland re Enforcement Action

According to the planning officer the activities that had caused concern on a property on Aylsham Road appeared to no longer be taking place. It was **AGREED** that the clerk write to the planning officer, together with the photographs taken earlier, and advise the council will keep the matter under review and contact her again if the situation returns.

10. TUTTINGTON VILLAGE GREEN

The green had been well maintained during the summer. Tuttington Together will look at repairing the fence.

An e-mail had been received regarding the ownership and this had not progressed very far. The cancellation of Local Government Reorganisation gave some further time to get this matter organised.

One suggestion from the district officer was to write to the owners and advise they were pulling out and the responsibility including public liability would now become their responsibility. This could be a move towards adverse possession but that does take several years to accomplish.

The clerk will discuss the various options with the district.

11. HIGHWAY ISSUES

a) To receive any update

Nothing to report

b) To consider any project for the Parish Partnership 2027

Nothing suggested at this time.

12. DOG WASTE BINS

The District Council contractors had advised the site outside the church was suitable. The District Council had contacted Highways who were also happy. The originally suggestion was to attach the bin to the footpath sign. However, on closer examination this was found to be starting to rot. Therefore, a separate post will be required.

Minutes of the Meeting of Burgh and Tuttington Parish Council held on
Wednesday 09/09/2026 in Tuttington Church at 7.30 p.m.

The bin and fixing would cost in the region of £160 and the post around £30, It was proposed and **AGREED** to proceed with the purchase and installation providing the cost was no more than £200 plus any VAT.
It was also **AGREED** to arrange for emptying the bin once a fortnight at a cost of £5 making an annual cost of £130 (subject to any cost increase from the District Council).

13. TO NOTE ITEMS FOR INFORMATION/FUTURE AGENDA

2027/28 Budget

2027 Meeting dates and times

14. Date of Next Meeting

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

The meeting closed at 7.56pm