**PRESENT**

Ian Kinghorn (Chair) Jeremy Hickling

Simon Covey Mike Gaffney

Sue Lake – Clerk

Four members of the public

**1. Welcome**

The chairman welcomed everyone to the meeting.

**2. Apologies:**

Apologies were received and accepted from Trevor Richards

**3. To Receive Members Declarations of Interest in Agenda Items**

None made

**4. MINUTES**

The minutes of the Meeting held 24th July 2024 had been circulated previously,

and were **AGREED** and signed by the chairman.

**5. Information on Matters Arising**

Nothing Raised

**6. Reports Police, County and District Councillors**

No representatives from the police, county or district were present. Sue Catchpole had sent her apologies.

**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 £7,796.26.

**b) To receive update on bank changes**

The chairman had contacted the bank and to effect the change of address a letter was required to be sent confirming the new address (that of the clerk). A letter was signed by Ian Kinghorn and Jeremy Hickling and would be sent by registered post to ensure receipt.

**c) To receive details from Burgh PCC and Tuttington PCC re grass cutting**

The cost received from Burgh was £680 per annum and from Tuttington approximately £400. It was suggested that an increase to £200 would seem appropriated. This will be factored into the budget which will be presented at the next meeting.

**d) To receive an update on the Clean Up and Bloom Grant**

Tuttington had spent £148.83 on items for painting the fence around the village green and for bulbs. Burgh has still to agree its expenditure.

**e) To note approval of audit exemption**

The External Auditor had signed off the accounts for 2023/24

**f) The following payments were AGREED**

£1005.90 Mrs S Lake Salary

£251.40 HMRC PAYE

£148.83 Tuttington Together Clean up and bloom payment

**9. To consider Planning Issues**

**a) To discuss any planning applications received**

2024/2146 The Carriage House, 26 The Street, Burgh

**Proposal:** Replacement of non-original painted timber windows with steel framed triple glazed windows, replacement of non-original external render with high grade rendered thermal-boards, lining internal faces of external walls and roof soffit with high grade insulation. Retrospective installation of wood burning stove and flu, retrospective installation of two windows with incorporating horizontal glazing bar.

**The Council had no objections to this plan and no comment will be made**

**b) To note application for Old Motel site in Aylsham to be determined at the Broadland Planning Meeting 11th September**

The application was pulled from the planning committee agenda the day before the meeting. Reasons were not known at the time.

**10. Highway Issues**

**a)** To receive details from the SAM2

Details were sent with the agenda and Simon Covey expanded on the results received.

Burgh recorded 6235 vehicles in 3 weeks. The average speed (in a 30-mph limit) was 34.4 with two recordings at over 60mph and 38% over the speed limit.

Tuttington recorded 3192 vehicles in 19 days. The average speed (in a 30-mph limit) was 29.7 with a maximum recorded of 50mph and 13% over the speed limit.

The SAM will be placed at the other two locations before the next meeting. The council can then look and confirm if the sites are the correct ones.

A complaint had been received from a resident regarding the light from the unit causing them an issue.

**b) To receive an update on repairs to Cradle Bridge, Burgh**

This has now been pulled and no indication when or if it will be re-programmed

**c) To consider any project for Parish Partnership funding**

Nothing was suggested – this will be placed on the next agenda

**d) To note complaint re speed signs as follows**

*I wonder if you could raise this subject at the next meeting please?  In particular the one opposite the Aylsham Road junction.  It is totally obscured by overgrown shrubs and it’s totally pointless being there.  It really needs to be moved to a more prominent position or the resident told to do something about the overgrown foliage in his garden.*

Members were not sure where this actually referred to so further investigations will take place.

**11. TUTTINGTON VILLAGE GREEN**

The long grass left during the summer has now been cut. A letter of thanks has been sent to Broadland.

**12. RIVER BURE WATER QUALITY**

The Bure Action Group are meeting every month and will soon be looking for volunteers to help with the testing.

**13. RECRUITMENT OF PARISH COUNCILLORS**

Simon Covey had prepared a suggested poster and it was agreed that this could be distributed. The clerk had drafted a suggested co-option policy, and this will be emailed to all councillors to consider.

**14. TO NOTE ITEMS FOR INFORMATION/FUTURE AGENDA**

The clerk advised that when she was putting up the notices she noticed a drain leak near the village green in Tuttington and queried if this was known and or reported. Councillors agreed to look and advise.

The next Healthy Towns event in Aylsham will be held on October 19th at the pavilion at the Recreation Ground.

**15.** **Date of Next Meeting**

This was confirmed as the 13th November 2024 at 7.30pm at Burgh Reading Rooms

The meeting closed at 8.25pm