**PRESENT**

Ian Kinghorn (Chair) Trevor Richards

Simon Covey Mike Gaffney

 Sue Lake – Clerk

Five members of the public

**1. Welcome**

The chairman welcomed everyone to the meeting.

**2. Apologies:**

 Jeremy Hickling had announced that he wishes to resign from the Parish Council

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

None made

**4. MINUTES**

The minutes of the Meeting held 11th September 2024 had been circulated previously and were **AGREED** and signed by the chairman.

**5. Information on Matters Arising**

The cheque for Tuttington Church was made out to the wrong name – a new cheque will be provided

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

No representatives from the police or county were present.

Cllr Sue Catchpole advised that Broadland were currently setting their budget.

**7. To adjourn the Meeting for Members of the Public to Speak**

A resident from Burgh advised she was shortly to submit a planning application for the field accessed from Fairfield Way. This is looking to be an application for self-build plots.

A request for insurance for the Christmas Tree at Tuttington Green was made.

**8.**  **Recruitment of Parish Councillors**

To consider adoption of Co-option Policy

The policy was **AGREED**.

**9. Finance**

**a) To note balance of account**

The current balance held on the accounts is xxxxx.

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

A letter had been sent to the bank but does not appear to have been activated, The chairman will chase the bank.

The clerk advised that it might be time to look at a new account and will bring details for the next meeting.

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

 Mike Gaffney will look at how Burgh wish to spend their share of this grant

**d) To agree following payment**

* Royal British Legion £40 Poppy Wreaths

This payment was **AGREED**

**10. BUDGET 2025-26**

**a) To receive and discuss the budget for 2025-26**

The clerk had drafted a budget for the forthcoming year. This was broadly agreed with a change to the narrative for Tuttington Green to read General Maintenance.

There is also concern over the future of Norfolk ALC and prices for other assistance and websites will be sought.

**b) To agree the budget for 2025-26**

 Following the change above the budget was **AGREED.**

**c) To agree the precept demand for 2025-26**

It was proposed and **AGREED** to set a precept of £4000

**11. To consider Planning Issues**

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

No plans received.

**b) To note application for Old Motel site in Aylsham to be determined at the Broadland Planning Meeting 6th November**

The application was approved by Broadland.

**12. Highway Issues**

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

There have been some issues with the battery but it is thought these have now been resolved.

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

Nothing was suggested

**c) Any other highway matter**

It was suggested that perhaps one councillor could take on a brief of highways, liaise with residents and organise the SAM 2. This might make be easier once there are more councillors and will be added to the next agenda.

**13. TUTTINGTON VILLAGE GREEN**

This was well maintained over the summer. Details of what the issues are with this were relayed to Sue Catchpole who will contact someone within the planning department.

**14. RIVER BURE WATER QUALITY**

In September four testing sites on the Mermaid and Bure were agreed and regular testing of these sites has started. A river survey of phosphates and nitrate levels show high levels at Burgh Bridge. A number of different tests have now been regularised to obtain base levels.

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

 A request for spare agendas was made – this was noted by the clerk

**16.** **Date of Next Meeting**

This was confirmed as the 8th January 2025 at 7.30pm at Burgh Reading Rooms

The meeting closed at 8.50pm