**PRESENT**

Ian Kinghorn (Chair) Janet Lodge

Simon Covey Trevor Richards

Jeremy Hickling Vicky Taylor

Sue Lake – Clerk

Two members of the public

**1. Welcome:**

The chairman welcomed all in attendance.

**2. Apologies:**

All members present

**3. Declaration of interests:**

Simon Covey advised that Lower Beck Farm was the neighbouring property to him but at such a distance as to not have any direct impact.

**4. Minutes**

The minutes of the Meeting held 2nd February 2023 had been circulated previously.

The minutes 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 or county were present.

Sue Catchpole spoke about the development site on Norwich Road Aylsham and was pleased to see a response from the Parish Council. Further investigations are being prepared before the application goes to the Planning Committee.

The Broadland budget has been agreed and due to funding received from central government a balanced budget has been prepared with no increase required to the council tax rate.

The councils are in the process of moving to the Horizon Building and the election procedures will take place there with the councils moving in completely after the elections. There are some concerns over the collaboration between the councils which have led to an increased number of meetings from which the public are excluded.

There is a possibility that Broadland Growth could purchase Thorpe Lodge should no sale occur within one year when an automatic change of use can be made.

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

Item not required

8**. Finance**

a) The current balance held on the accounts remains at £6,380.36.

b) The clerk had tried to change the address details for the bank but they would not speak to her. Details will be sent to the chairman to change the mandate.

The clerk will speak to the Internal Auditor to ascertain whether she is happy to audit the council again this year

**9. To consider Planning Issues**

a) 2023/0322

The Old Rectory

Heath Farm Lane

Tuttington   
Replacement windows and doors on front elevation  
Application Type: Listed Building Consent

**Parish Council decision – no objection**

b) 2023/0158  
Lower Farm Beck Lane

Tuttington

Change of use of agricultural grass land to a grass dog walking meadow  
Application Type: Full Planning Permission

**Parish Council decision – no objection**

c) It was discussed that the current planning alert system did not appear to be functioning well since the new planning system was introduced. Sue Catchpole advised she would look into this.

**10. Parish Items**

**SAM2**

The clerk advised there was a sum of £2058.68 available for this scheme. She had also received a rough estimate from Westotec that a new system would cost £2940.

It was **AGREED** that this would be discussed in detail at the next meeting and Simon Covey would prepare a report and the clerk would obtain a detailed quote.

**Coronation**

It was discussed whether to provide a memento for the coronation for residents but the suggestion will not be progressed.

**Parish Elections**

Elections will be held in May this year and all nomination forms need to be delivered by hand by April 4th. The clerk will e-mail the forms to councillors.

**Annual Parish Meeting**

The clerk asked what format the meeting usually took and what items to add to the agenda

The meeting takes place prior to the usual monthly meeting and it was agreed that the SAM2 and defibrillator should be added to the agenda.

**11. Items for information/Future Agendas**

Nothing new raised

**12 Date of Next Meeting**

This was confirmed as the 10th May 2023 at 7.30pm at Tuttington Church

The meeting closed at 8.48pm