

Meeting Minutes of Tittleshall Parish Council  
Tuesday 5<sup>th</sup> July starting at 19.30 pm held at the Tittleshall Village Hall

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Present: Parish Councillors: Sue Lane (Chairperson), Michael Colman, Barry Bowyer, and Stephen Olley.

Also, present: Donna Secker (Parish Clerk), District Councillor Hambidge, and 3 members of the public

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**1. To receive apologies for absence**

Cllr Gingell sent her apologies and County councillor Kiddle-Morris

**2. To receive declarations of interest in items on the agenda and consider requests for dispensations**

No declarations of interest were received.

**3. To consider the co-option of a new councillors**

The council agreed to co-opt Cllr Bevan and Cllr Buttle. The declaration of acceptance to the office was signed and witnessed by the clerk.

**4. To approve the minutes of the meeting held on 3<sup>rd</sup> May 2022**

It was resolved to accept the minutes of the last meeting as a true record, and it was signed by the Chairman

**5. To receive any brief updates from County and District Councillor**

District Councillor Hambidge reported that the collection of bins was delayed due to staff shortages, but Tittleshall bins are now being emptied on a schedule.

**6. To report progress on items on the agenda from the last meeting**

Cllr Bevan open a discussion about speed cameras, but this was not on the last agenda and will be added to the next agenda.

**7. Open forum for Public Participation: an opportunity to hear from members of the public**

A parishioner raised the item of the overgrown verges that are narrowing the road width. The council has been looking into this for the last year and has had long conversations with Highways. Unfortunately, Highways are not prepared to widen the road as it would make the road unstable if they were to widen further.

**8. To report and update on highway matters**

Cllr Buttle reported that highways have cut back the verges on Wellingham Road but missed cutting a major part of the road on a blind end. The clerk will report this.

Further to work carried out on Peakhall Road from BT, a large hole has appeared. BT has inspected it and is not taking responsibility for the hole. The clerk has contacted Highways to see if they can communicate with BT in getting this repaired. A safety barrier has been installed temporarily as a health and safety issue.

## **9. To discuss the possible implementation of a Community Car Scheme**

The clerk updated the council on implementing a Community Car Scheme. Due to Tittleshall not having a regular bus service this would enable parishioners to attend medical appointments at hospitals and doctors. It would involve a coordinator and Cllr Buttle volunteered. The clerk will liaise with Cllr Buttle to set this scheme up and will advertise for drivers in the Church and Village. The council agreed in principle to any funding needed for the scheme.

## **10. Planning Applications**

### **10.1 To receive planning applications by Breckland District Council**

No applications received

### **10.2 To receive an update on applications decisions taken by Breckland District Council**

No applications received

## **11. Items to discuss and update**

### **11.1 To discuss the salt bin**

The salt bin on Fakenham Road needs replacing. The clerk will obtain quotes to replace this bin. Cllr Buttle suggested installing a bin in Blenheim Crescent and this will be included in the quote.

### **11.2 To discuss the replacement village sign**

The clerk has completed an application for funding for replacing the village sign. The clerk will update the council if successful

### **11.3 To update leaflet distribution for engaging parishioners**

A leaflet was kindly put together by a parishioner and the council adopted this leaflet and made the relevant changes to comply with the council regulations. Copies will be included within the Church and Village and delivered to each household.

### **11.4 To discuss signs for the defib/telephone box and ownership**

It was discussed to change the signage for the defibrillator on the telephone box. The clerk had obtained a quote for £90-£100. Further quotes will be obtained. It was also established that the phone box was owned by the parish council, and this will be added to our insurance. It was also noted that the box needs maintenance and repainting inside and out.

### **11.5 Update on tree progress near Renowood close**

The tree has been cut back but not much has been removed. The council would like further branches removed; the clerk will report this.

### **11.6 To discuss the social media posts**

All posts will be checked and posted by the clerk only.

### **11.7 Update on Courtenay House security**

The management of Courtenay House has installed cameras within the grounds and building of the house. The cameras can be checked at a regular interval directly from their premises. This was actioned since the extraordinary meeting and the council is pleased with the outcome and the quickest of response from the management company.

## **12. Update on the council on**

### **12.1 The Emergency plan**

No update received

### 13. To receive reports

#### 13.1 To receive a report on Defib

Defib pads will need replacing. The clerk will order new ones

#### 13.2 To receive reports on pathways

The pathway inspection was carried out by Wendy Seale. The report will be posted on the website for parishioners to view. The report was read out by Cllr Lane. The council would like to thank Wendy for her time and work on this report.

### 14. Finance

#### 14.1 To approve the list of payments

The council approved the list of payments for July 2022 as detailed at the end of the minutes

### 15. To receive items for the next meeting agenda 6<sup>th</sup> September 2022.

Speed cameras  
Salt bin  
Community car scheme  
Quotes for telephone box  
Notice board on Blenheim crescent  
Tree planting  
Trods on Fakenham road

Meeting finished 20.49

Cheque/Trans	Cheques payable	Reason for payment	Amount
Trans	D.K.Secker	Wages for May & June	£633.57
Trans	HMRC	PAYE Payment	£65.60
Trans	NPTS	Cllr course-Bowyer	£44.00
Trans	Village Hall	Hall Hire-May + July	£60.00
Trans	Mileham	Jubilee Gifts	£63.70
Trans	Solopress	Leaflet printing	£45.45
Trans	Imperative Train	Defib Pads	£69.54

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