



# North Tuddenham Parish Council

## **Minutes of the Annual Meeting of North Tuddenham Parish Council held on Tuesday 10<sup>th</sup> May 2022 at North Tuddenham Village Hall**

In attendance: Cllrs Stapleton, Harding, Philips, Blake and Clerk

---

### **1.0 Chairman's Opening Remarks and welcome**

The Chair welcomed all to the Annual Meeting of the Parish Council.

### **2.0 Apologies for Absence**

Apologies received and accepted from Cllr Baxter

### **3.0 Election of Officers**

**3.1 Election of Chairman - JONATHAN STAPLETON - PROPOSED** by Cllr Harding and **SECONDED** by Cllr Philips and Blake

**3.2 Election of Vice Chairman –ANDREW HARDING- PROPOSED** by Cllr Stapleton and **SECONDED** by Cllrs Philips and Blake

**3.3 Signing of Acceptance of Office Documentation –** to be signed after the meeting

### **4.0 Declarations of interest**

Cllr Stapleton – Recycling

Cllr Blake – St Mary's Church

### **5.0 Public Session**

Mirror outside the village hall has been damaged – Budget suggested of around £30 suggested for replacement mirror face.

Misplaced and Displaced Footpath Signs – these have not been rectified despite Reporting: **ACTION: Clerk to liaise with NCllr Borrett to try and progress**

### **6.0 To approve the minutes of previous meetings**

**6.1 To approve the Minutes of the Annual Parish Council Meeting held on 24<sup>th</sup> May 2021**

The Minutes of the meeting were **PROPOSED** by the Chairman as a true and accurate record of events – unanimously **AGREED**. To be signed by the Chair

**6.2 To approve the Minutes of the Parish Council Meeting held on 8<sup>th</sup> March 2022**

The Minutes of the meeting were **PROPOSED** by the Chairman as a true and accurate record of events – unanimously **AGREED**. To be signed by the Chair.

### **7.0 To consider matters arising from Minutes of previous meetings not considered on Agenda**

To consider a response to the letter sent to Highways regarding ongoing concerns around speeding. **ACTION: Clerk to respond and accept proposal for site visit.**

**8.0 To receive any Councilors' Reports – all received and NOTED – ACTION: Clerk to share on the Website and Community Facebook Page**

**8.1 Traffic Matters – Verbal Report** - Cllr Harding confirmed that the SAM2 sign site was regularly rotated within the designated time frames and it was **NOTED** that Cllrs felt that it was having an impact on speeding. Data collection to be progressed asap. Cllrs also discussed potentially applying for a second device as part of the next round of Parish Partnership Funding. Cllr Harding also reported that he continued to liaise with Konect Bus Operators who assured him that North Tuddenham's request for a bus stop would be considered in forward planning once the A47 upgrade is complete.

**9.0 Reports of Community Groups – [if not delivered at APM]**

**9.1 To Note Annual reports delivered at the Annual Parish Meeting – copy reports to be published on Parish Council Website - NOTED**

**9.2 North Tuddenham Community Association – read to the meeting by the Chair. ACTION: Letter of thanks to be sent to the organisers of the Community Association to thank them for their endeavours.**

**9.3 North Tuddenham Parochial Charity –** Last year the PPC distributed £455 to Parishioners. The Trustee confirmed that income received is distributed, and reserves maintained by the Charity. Income is generated from pepper-corn rental income.

CIOF Shares held with a value £19,135.60 as of 31.12.22.

Trustees have recently resigned; these Trustees have now been replaced by David Baxter and Mike Smith.

£1488.00 held as reserves at present

The Chairman gave a vote of that to Arthur Mobbs for all his hard work and continuing administrative support of the Charity.

**9.4 North Tuddenham Village Hall –** The Trustee reported that they had recently lost two lettings since the Covid outbreak; income was boosted by rental income from Caravan owner who uses the carpark to store the same. Grants from Breckland during the outbreak have helped the buoyancy of an otherwise a stagnant period of hall use. The AGM is scheduled for 4<sup>th</sup> July 2022

**10.0 Highways Matters**

**10.1 To receive any report on A47 Upgrade (Ex Officio) –** Deferred to next Meeting on 12<sup>th</sup> July 2022

**10.2 To discuss and agree any action needed to remove displaced pole on Pound Lane –** This is the property of former and historic Parish Council Neighborhood Watch Scheme. A resident has recently reported that the pole has toppled on to his fence; **ACTION: Chair to liaise with Barry Pummell to see if there are remedial works that can repair any damage and restore the pole.**

**10.3 To consider any other Highways matters for attention**

- pot hole on Fox Lane
- missing 'Stop Signage' – Low Road East

**ACTION: Clerk to report to Highways**

**11.0 Planning**

**11.1 To receive any new planning applications –** None to note

**11.2 To note any planning outcomes**

**11.2.1 3PL/2022/0073/F- Installation of an extension of 100kW to the existing 50kW ground mounted solar PV array – Pound Green Farm, North Tuddenham –** Permission Granted

**11.2.2 NCC – FUL/2021/0061 – Part retrospective erection of 4m high bund to Screen development – Land A47 By-Pass Site – MJ Green Ltd** Withdrawn

**12.0 Councillor Vacancy and other Councillor Business**

**12.1 To receive any update on potential applicants for the Casual Vacancy**

We are currently in receipt of an application and Councillors welcomed the applicant to the meeting. Cllrs invited the applicant to give a brief summary of her background and her ethos around supporting village life. Formal nomination

To be undertaken at the next meeting.

- 12.2 To formally agree long-term absence of serving Parish Councillor – Cllr Blake** attended the Annual Parish Council meeting and it was unanimously **AGREED** that any subsequent absences would be accepted and that Cllr Blake would remain as a serving Cllr until end of her term of office or tenders any resignation or there is an Election.

**13.0 To discuss and agree location of Queen's Platinum Jubilee Commemorative Plaque in the Village Hall and the planting of a tree as part of the National Green Canopy Initiative**

Councillors agreed that the plaque should be mounted inside the hall and Mr Mobbs kindly offered to arrange fixing of the Plaque.

**ACTION: Tree to be purchased for planting in the Village Hall Grounds (with a guard. ACTION: Cllr Harding to research tree types and costs of guards**  
Cllrs were reminded of the remaining budget of the £200 earmarked spend.

**14.0 To discuss and consider any protocols in the Event of Operation London Bridge**

**14.1 To confirm known detail around the role of the Church in the event of the Queen's death –** Cllrs discussed options around marking the death of The monarch. It was unanimously **AGREED** that the Council should undertake some provisions but without duplicating the protocols already planned by The Church.

**14.2 To discuss and agree on the purchase of a Book on Condolence and to Agree where it will be sited for Parishioners' use.**

It was considered a duplication to purchase a further book of condolence

**14.3 To discuss and agree whether to purchase a portrait of HRH Queen Elizabeth II and black ribbons and arm bands**

It was unanimously **AGREED** to purchase a portrait of HRH Queen Elizabeth for display in the Village Hall but not to purchase mourning arm bands

**14.4 To agree any contingency plans for cancellation of meetings or events Planned during the period of Official Mourning**

It was unanimously **AGREED** to consider any appropriate action at the time of the event.

**ACTION: Clerk/RFO to order the above.**

**15.0 Policy Adoption and Review**

**15.1 Standing Orders –** The policy was reviewed and unanimously **PROPOSED** For readoption

**15.2 Financial Regulations –** The policy was reviewed and unanimously **PROPOSED** for readoption

**16.0 Finance**

**16.1 To receive current account balances -** Deferred

**16.2 Payments since last meeting –** Deferred

**16.3 Receipts since last meeting -** Deferred

**16.4 To receive and consider any new requests for Grant Funding -** Deferred

**16.5 To consider and agree renewal of Annual Premium with Zurich Insurance £432.06 –** Unanimously **AGREED**

**16.5 To receive, consider and agree Year End Accounts for 2021/2022 –** Deferred

**16.7 To agree a date to hold an Extraordinary Meeting to agree the AGAR –** Deferred

**17.0 To receive the Annual Report of the Parish Charity and note the End of Year Report –** Please see Item 9.3 above

**18.0 To agree dates of Meetings for 2022/23 – All AGREED**

Tuesday 13 <sup>th</sup> September 2022	Tuesday 8 <sup>th</sup> November 2022
Tuesday 10 <sup>th</sup> January 2023	Tuesday 14 <sup>th</sup> March 2023
Tuesday 9 <sup>th</sup> May 2023 (APCM and APM)	Tuesday 11 <sup>th</sup> July 2023

- 19.0 To note correspondence received:** NALC bulletins; NCC updates' NWL Liaison Grp; CAN Newsletters; emails from NCC Highways, emails from NCCllr Borrett; BDC Planning emails; NALC correspondence; Emails regarding Tuddenham Festival; Email from BDCllr Webb; Planning Dept emails; Email from George Freeman MP; Emails from SNAP; email from Rev McCaghrey regarding Operation London Bridge - **NOTED**
- 20.0 Urgent Business – to consider any issues raised by Councillors that the Chairman Considers urgent**  
The Chairman tendered an official vote of thanks to all those involved in organising the successful North Tuddenham Festival. **ACTION: Clerk to send letter to organisers**
- 21.0 To confirm the date and time of the next ordinary Parish Council Meeting**  
– **Tuesday 12<sup>th</sup> July 2021 at 7.30pm**
-