

# East Tuddenham Parish Council

## **Minutes of the Parish Council Meeting 10<sup>th</sup> September 2012**

*Attendees: Ian Payter (Chairperson), Lynsay Barrett (Vice Chairperson), Charles Barker, Ted Guy, Anna-Marie High, Amy Eagle, Terry Eagling (Clerk), Bill Borrett (County Counsellor) part of meeting*

*The meeting opened at 7.30 pm in the Village Hall when Ian Payter welcomed Councillors*

*The minutes of the meeting held on 9<sup>th</sup> July 2012 were approved and duly signed*

*Matters arising from minutes of the meeting held on 9<sup>th</sup> July 2012:*

- *a letter dated 31<sup>st</sup> August 2012 advised that Breckland had agreed to the siting of the dog waste bins. An indemnity form in relation to the bins and the Dogs Fouling Act was signed by IP. The posts together with the two dog waste bins will cost about £400.00. One will be erected on the village green and the second at the start of the footpath near the church*
- *a brief discussion took place re the grass-cutting in the churchyard. Although progress has been made there was some dissatisfaction over part of the churchyard.*
- *IP advised he had spoken to Highways re the siting of the white lines required after road resurfacing to the west of the village. It appears they need erasing and replaced or alternatively the pavement needs extending along the front of these houses. IP to chase Highways.*
- *the costs of re-glazing the bus shelter with a better quality glass and the refurbishment of the existing structure is likely to be around £1,500.00.*
- *verge cutting has caught up and currently no longer presents a problem.*
- *loose chippings on the footpath leading to Honingham old school have been removed together with a tidying up of the encroachment of grass verges. In addition the damage to the footpath at the top of the hill, damaged by heavy farm equipment, has been repaired by the Highways department*
- *some progress has been made re the costs of fencing around the children's play area but other costs/quotations are still outstanding. Once received they will need to be approved by with the Village Hall Committee.*
- *the Councillor's Code of Conduct in line with that of Breckland has been adopted for East Tuddenham. A new 'register of interests' form duly signed by each Councillor is outstanding. These will be dealt with at the next meeting.*

### *Finance*

- *TE advised that the Accounts to 31<sup>st</sup> March 2012 together with the appropriate year-end documentation were in the process of being audited by Mazars. So far the only query raised appears to be the level of funds carried forward to 2012/13. TE advised that he told Mazars that projects such as the refurbishment of the bus shelter and a possible donation to the fencing of the children's play area would use part of this balance during the current year.*
- *an updated bank mandate was completed arranging for IP, TG and AH to be cheque signatories. Cheques require the signature of any two of these three Councillors.*

- TE explained that HMRC rules, introduced at 6<sup>th</sup> April 2011, required fees paid to Parish Clerks needed to be administered under a PAYE Scheme with the Parish Council as an employer. TE was asked to make arrangements to put the new system in place.
- the arrangement with Came & Co for Parish Council Insurance has been renewed annually in the past. It was agreed to take out a three year agreement commencing at 1<sup>st</sup> June 2012 for three years to 31<sup>st</sup> May 2015. IP signed the appropriate documentation.

#### Planning

- the following planning applications were approved
  - an Orangery at The Ashes, Common Road
  - a barn conversion in Rotten Row
  - a lowering of the kerb at 4 Tilney Cottages

#### Correspondence

- a letter from the Audit Commission advised that Mazars LLP had been appointed as the external auditor for the Parish Council for 2012/13.
- a communication from a local resident suggested that the 'Parish Council' had sent two guys round to a local property to investigate water seeping from that resident's property onto the road, from his garden. As there was no evidence of such action by the Parish Council it was agreed the claim was erroneous and advised the correspondent to contact the Police if they felt so inclined.
- the 'Declaration of Acceptance of Office' has been slightly amended from 9<sup>th</sup> July 2012 and from that forward should be used for new councillors taking office from that date.

#### Any other business

- Bill Borrett joined the meeting at this point. He purposefully came from another Parish meeting to ensure this Parish Council were immediately aware of £3.5 million fund available to finance in full or part specific construction projects in East Tuddenham. The rebuild of the bus shelter and the fencing around the play area (reviewed earlier in the meeting) was discussed again with County Councillor BB. It was agreed IP should review these two projects with the County Council on behalf of this Council.
- a continual puddle of water, even during dry weather, outside 15 Tilney Road was discussed. It was agreed that this may be a water board issue but should be reported to Highways.
- the presence of a 'cone' for several weeks, on the pavement in Common Road was discussed. It appears to be there because of a root which may cause a 'trip' hazard. Again it was agreed to refer the issue to Highways.
- it was agreed that the hedge behind the bus shelter was causing concern and should be discussed with the Village Charities committee.

#### Date for next meeting

- the next meeting will be in the Village Hall at 7.30 pm on 8<sup>th</sup> October 2012

There was no further business and the meeting closed at 8.50 pm.

Lynsay Barrett  
Vice Chairperson



Date

8/10/12.