Minutes of East Tuddenham Parish Council meeting
Tuesday 3rd June 2025, 7.30pm
East Tuddenham Village Hall

Councillors Present: Kathryn Horton (Chair), Chris Rose, David Cator, Lynsay Barrett and Jackie Painting

Also present: (Clerk) and 4 members of the public. Also present was Cllr. Paul Plummer, District Councillor.

Kathryn Horton opened the meeting at 7.32pm

25/24 To receive the Declaration of Office from the Chair of the Parish Council.
Cllr. Kathryn Horton made and then signed her Declaration of Office, then also signed by the Clerk.

25/25 To receive apologies for absence.
An apology was received from Cllr. Leavey. Proposed by Cllr. Bartrett and seconded Cllr. Horton. All in agreement.

25/26 To receive declarations of interest in agenda items and consider any dispensation requests.
No declarations received.

25/27 To approve the minutes of the Parish Council meeting held on 7th May 2025.
Cllr. Rose proposed to accept the minutes and was seconded by Cllr. Barrett. All in agreement.

25/28 To report progress on items from the last meeting, not on the agenda (information only).
The Clerk reported that the request for the re-painting of the road markings through the village had been made to Matt. Lines at Norfolk Highways. The work was completed shortly afterwards and a message of thanks was sent for the prompt response.

A message was sent to Breckland Housing regarding concerns raised about the condition of some houses in Tilney Road. A representative from Victory Homes has attended and will be taking action regarding a house in a neighbouring road.

The proposed bus shelter was posted on the website with a request for feedback - none was received.
Serco had been contacted about a new dog bin to be located on the village hall site. A cost of £259.32 per annum would be charged as the dog bin would be on private property.

25/29 Open forum for public participation: an opportunity to hear from members of the public and the District/County Councillors.

Cllr. Plummer reported that no District Councillors had been invited to the recent meeting on the call for sites locations. This was causing some concerns. The Doctors' surgery in Mattishall will close in 18 months when the lease expires. Plans for a new premises at South Green have had funding withdrawn and there is now confusion about what happens next. Cllr. Plummer promised to attend the July meeting with more information.
Sarah Mugford reported that Speed Watch operations are continuing in the village. A request for more volunteers was made to assist. Cllr. Rose stated that he would post this request on Facebook.
Mention was made of the recent death of Colin Cram – Chairman of East Tuddenham Charities – he would be greatly missed and would be remembered for all the work he had done locally.

25/30 Planning applications.

25/30.1 To receive an update on any application decisions made by Breckland District Council since the last meeting.
None received.

25/30.2 To consider any new planning applications.
The application from Thornburys, 2 Windfields was considered and the Council agreed that they had no objection.

25/31 Finance

25/31.1 To note the bank reconciliation as at 30th April 2025.
This was noted.

25/31.2 To approve the payment list.
This was approved. Proposed by Cllr. Horton and seconded by Cllr. Rose. All in agreement.

25/32 To review and approve the Council's Control Strategy Document.
This was approved.

25/33 To approve the Annual Governance and Accountability Return for 2024/5.

25/33.1 To approve the Annual Governance Statement 2024/5.

This was approved. Proposed by Cllr. Barrett and seconded by Cllr. Rose. All in agreement.

25/33.2 To approve the Accounting Statement 2024/5.

This was approved. Proposed by Cllr. Painting and seconded by Cllr. Cator. All in agreement.

25/34 To confirm the dates of Council meetings for the remainder of 2025/6.

It was agreed that July would be the first Wednesday of the month, August there would be no meeting and from September onwards it would be the first Tuesday of the month.

25/35 Correspondence from residents.

25/35.1 To consider the problem of speeding in Hall Lane.

Following a discussion, the Council agreed that any incidents needed to be reported as Anti-social behaviour. The lane is the responsibility of Norfolk County Council, but would be a low priority. Vigilance is needed to monitor the situation.

25/35.2 To consider the following issues related to Berry's Lane – access turning right obscured by signage and long grass, fly tipping and gritting during the winter.

Following a discussion it was agreed that the restricted access would need to be reported to Norfolk County Council. Cllr Cator stated that there is a known problem with speed at that location – it is not suitable to be 60 mph.

The issue of fly-tipping was not restricted to Berry's Lane – vigilance is required.

If there are further instances of fly-tipping, the issue would be re-considered.

Regarding the winter gritting route – the Clerk would contact Norfolk Highways to establish if Berry's Lane would remain on the gritting route.

25/36 To receive an update on the bus shelter project and confirm a course of action.

The Clerk reported that an application form is ready for the village gateway signs, just the final information on the dimensions of the signs is required. Concerns regarding the positioning of the signs need to be considered.

It was agreed that the bus shelter project should be progressed without delay.

25/37 To consider a request for additional litter and dog waste bins.

The Clerk would make a further request to Serco for a bin to be located at the junction of Tilney Close and the village hall boundary.

25/38 To consider quotes obtained to transfer email addresses to the .Gov domain.

Following a consideration of the three quotes obtained, it was agreed that the quote provided by Parish Online would be followed up.

25/39 To receive items for the next agenda.

Co-option requests

Footpaths

Funding update

The meeting closed at 9.04 p.m.

9. To note the annual parish report from Cllr. Bill Borrett, Norfolk C.C.
This was noted.

10. To note the 'Call for sites' circulated by Breckland District Council.
Cllr. Plummer reported that some information nis now displayed on the Breckland website, but no decisions have yet been made.

11. To receive an update from the Clerk on the following
11.1 24/25 accounts.
The Clerk confirmed that the accounts have been completed and will be presented to Council at the June meeting.
11.2 Internal audit arrangements
The Clerk confirmed that he had been corresponding with the appointed internal auditor, Robin Goreham, and the audit would be undertaken in the following week.

12. To approve Standing Orders for the year 2025-26.
Standing Orders for the year 2025-26 were approved. Proposed by Cllr. Barrett and seconded by Cllr. Rose. All in agreement.

13. To approve Financial Regulations for the year 2025-26.
Under Sec.4 'Authority to spend' the following amendment was proposed
'The Clerk is authorised to spend up to £50 on non-urgent expenditure subject to provision in the budget, without further authorisation. All such expenditure will reported to the next Council meeting.'
Financial Regulations for the year 2025-26 were agreed, with the amendment. Proposed by Cllr. Leavey and seconded by Cllr. Rose. All in agreement.

14. To consider a grant request from the Village Hall for £812.00 for the Village Hall Play Equipment Fund.
This grant was approved. Proposed by Cllr. Rose and seconded by Cllr. Leavey. All in agreement. (Authority for the expenditure: Local Government Miscellaneous Provisions Act 1976 Sec.19)

15. To consider a grant request from Cllr. Tom Bland for £185 to fund the publication of the Parish Pump newsletter for the year.
Cllr. Bland took no part in the discussion of this item. The grant was approved. Proposed

by Cllr. Barrett and seconded by Cllr. Leavey. All in agreement. (Authority for expenditure: Sec.137 Local Government Act 1972)

16. To approve the purchase by the Clerk of a laptop computer.