

Meeting Minutes of Tittleshall Parish Council
Tuesday 1st September 7.30pm held at the Tittleshall Village Hall

Present: Parish Councillors: James Pattison, Sam Hardy and David Emsworth (Acting Chair)

Also present: Donna Secker (Parish Clerk), 2 members of the public

1. To receive apologies for absence

Cllr Munday and Cllr Garner sent their apologies. Cllr Munday was accepted, but the Council all agreed that, due to non-attendance for a year, Cllr Garner will no longer continue as a Councillor. The Council would like to thank him for his time with the Council.

2. To receive declarations of interest on items on the agenda

Cllr Pattison declared an interest in item 8.4 and completed and signed a declaration of interest form

3. To approve the minutes of the meeting held on 7th July 2026

The minutes were approved by the Council and these were signed accordingly.

4. To receive any brief updates from County and District Councillors

County Cllr Tom Dickerson joined the meeting at 19.40. Cllr Dickerson was elected to County Cllr of the Launditch area in May. Cllr Dickerson is head of highways and is currently looking at the overall service of highways and concentrating on contracts with Norse and how to improve the service; there is a 2-year backlog.

Norfolk County Council are not supporting the three-Council devolution deal and are objecting to this plan, wanting Breckland to remain.

5. Open Forum for Public Participation: an opportunity to hear from members of the public (15 min max).

The Council was made aware that a plant/shrub is overgrowing and blocking the entrance to the telephone box, which holds the litter picking equipment. The Council will write to the owner and request that they cut it back.

6. Highway matters

It was reported that Heath Lane was closed due to the work needed to complete the new crossroads and install a new passing lay-by, which has been outstanding and was part of the agreement with Highways and Wellingham Dairy Farm.

The Council raised the ongoing issue with Back Street and updated the new County Cllr regarding the situation with Highways. County Cllr Dickerson will look into it and discuss further with Highways. Also, he will look at the current situation with Heath Lane.

7. Planning applications

7.1 To receive planning applications by Breckland District Council

PL/2025/1503/TCA-Land of adjacent to Church of St Mary, Clay Hill, Tittleshall. Appeal due to refused.

7.2 To receive an update on application decisions taken by Breckland District Council

PL/2026/0621/F-Manor Farm, Fakenham Road, Tittleshall. Lawful development certificate for an Existing use or Operation or Activity, including those in breach of planning condition- Granted with no conditions

8. To discuss and update the Council

8.1 To discuss any future village projects

Cllr Pattison proposed a potential future project of gym equipment on the Millennium Green. No further projects were raised.

8.2 To confirm and authorise new Councillor training

Cllr Emsworth would like to attend a refresher Councillor training programme. The Clerk will look into this and arrange for the training to be carried out.

8.3 To discuss any further grass cutting

The Council felt that certain areas of the village are looking untidy. The Clerk will contact the contractor and obtain a quote for the overgrown areas.

8.4 To discuss the grant request from Tittleshall Village Hall

The Council received a grant request from the Tittleshall Village Hall. The Council discussed the proposal for some electrical work that needs to be carried out and suggested £820 to cover the main items. However, due to the Council not reaching a quorum, this will be moved to the next meeting for a final decision

8.5 To discuss the Parish Partnership Scheme

The Council agreed not to apply for the Parish Partnership Scheme this year.

9. To receive reports

9.1 To receive reports on pathways

Wendy Seale sent the latest report just after the meeting in July. The full report can be found on the website.

9.2 To update on the SAM2 results

The data couldn't be downloaded before the meeting. This will appear on the website once the report has been received.

10. Finance

10.1 To approve the list of payments for August 2026

Payments listed below were approved and authorised by the Council. It was noted that the government awarded a 3% pay rise to staff in the sector. The Clerk informed the Council before the meeting and this was discussed and approved by the Council to honour the pay increase to the Clerk.

11. To receive items for the next meeting to be agreed on Tuesday 3rd November 2026

2027-28 Budgets, Village Grant, Millennium Green, Third signatory for the bank, Bowls club grant.

Meeting closed 20:37

TITTLESHALL July & Aug 2026

Unity Trust Community Account

Money in	Balance at 1st July 26	£9,497.60
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Total **£9,497.60**

Money out

Payments out

£973.94

Service Charge	July	£7.00
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Total **£8,516.66**

Trans	D.K.Secker	Wages July & August	£935.74
Trans	Wix.com	Website	£129.60