

**Minutes of East Tuddenham Parish Council meeting  
Tuesday 7th October 2025, 7.30pm  
East Tuddenham Village Hall**

**Councillors Present:** Kathryn Horton (Chair), David Cator, Lynsay Barrett Chris Rose and Alexandra Leaney

**Also present:** Mark Hembury (Clerk) and 2 members of the public.

Kathryn Horton opened the meeting at 7.30 pm

**25/73 To receive apologies for absence.**

There were no apologies for absence.

**25/74 To receive declarations of interest in agenda items and consider any dispensation requests.**

No declarations received.

**25/75 To approve the minutes of the Parish Council meeting held on 2<sup>nd</sup> September 2025.**

Cllr. Roise proposed to accept the minutes and was seconded by Cllr. Leaney. All in agreement.

**25/76 To report progress on items from the last meeting, not on the agenda (information only).**

Cllr. Leaney reported that the Village Hall had agreed to the installation of the dog waste bin.

**25/77 Open forum for public participation: an opportunity to hear from members of the public and the District/County Councillors.**

Sarah Mugford, a member of the local Speed Watch group, provided an update on their most recent activities – she reported that the volume of traffic has been higher recently and as a result there have been fewer speeding motorists detected. More volunteers would be welcome to join them.

**25/78 Financial reports**

**25/78.1 To note the bank reconciliation to the 31<sup>st</sup> August 2025.**

This was noted.

**25/62.2 To note the income and expenditure against the budget to 31<sup>st</sup> August 2025.**

This was noted.

**25/79 To note the Conclusion of Audit report received from the external auditor for the financial year 2024/25.**

This was noted.

**25/80 To receive an update from the Clerk on the grit bins for Rotten Row.**

The Clerk reported that he had had a long conversation with Jim Freeman from Galliford Try. Jim Freeman stated that contrary to what had been written in an email from a resident, he had not promised to provide grit bins, but had said he would do what he could to provide them – he has received costing for the bins and now has to obtain final approval for the purchase. He will keep us updated. If grit bins are provided, they will have been paid for by Galliford Try and it will then be up to the Parish Council to arrange any approvals for installing them at suitable locations.

**25/81 To receive an update from the Clerk on the bus shelter project**

The Clerk reported that initial work to move the double bend sign by several metres to the east had taken place and the waste bin has been temporarily re-positioned. Work to lay the concrete pad should be completed within two weeks and the bus shelter is due for delivery and installation on Friday 7<sup>th</sup> November.

**25/82 To receive an update from the Clerk on the application to be submitted under the Parish Partnership Scheme.**

The Clerk reported that he had costings for a SAM3 speed sign provided by Westcotec. Following a discussion regarding the specific options that should be selected, it was agreed that the solar panel system should be included along with the data collection unit. The Clerk explained he had left a message with the Clerk at Honningham to ask for any recommendations or advice since they had recently installed their own village gateways. The application will be brought back to the next Council meeting in November.

**25/83 To note that following the recent Local Government pay award, effective from 1<sup>st</sup> April, the salary of the Clerk increases from £32,115 full time equivalent and pro-rata £4329 to £33,143 full time equivalent and pro-rata £4467.**

This was noted.

**25/84 To note that the defibrillator located on the outside of the Village Hall was checked on 18<sup>th</sup> September and its active status was confirmed on the national database.**

This was noted.

**25/85 Planning applications**

**25/85.1 To receive an update on any application decisions made by Breckland District Council since the last meeting**

**25/85.2 To consider any new planning applications (see below)**

There were no applications for consideration.

**25/86 To receive items for the next agenda**

Bulbs for planting in the village

Consideration of the budget for next year

Welcome letters for new residents.

Payments list for approval –

<u>Payee</u>	<u>Description</u>	<u>Total</u>	<u>Net</u>
Clerk	September salary	£216.75	£216.75
HMRC	August income tax	£144.00	£144.00
East Tuddenham Village Hall	Hall hire 2024/5	£264.00	£264.00
East Tuddenham Village Hall	Hall hire 2025/6	£264.00	£264.00
PKF Littlejohn	External Audit	£252.00	£210.00

The meeting ended at 8.11 p.m.