

# SHIPDHAM PARISH COUNCIL

Chairman: Paul Hewett Clerk/RFO: Rosemary Martin

## MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 8<sup>TH</sup> DECEMBER 2014 IN THE WI HALL

**Present** Councillors: Hewett (Chairman), Arnold, Aves, Chubbock, Fawcett, Kidd, Playford, Secker, and Turner and Rosemary Martin (Clerk); 8 parishioners in attendance.

### 732. To receive apologies for absence (all)

Apologies received from Cllrs Crane, and Ralph, who was on holiday.

### 733. To receive declarations of interest (all)

None received.

### 734. To agree and sign the minutes of the Parish Council meeting held 10<sup>th</sup> November 2014 (all)

It was agreed by all except Cllrs Hewett and Turner, who had not attended the November meeting, that the minutes were a true reflection of the meeting. The minutes were then signed by Cllr Fawcett who had chaired the November meeting.

### 735. Matters arising from the previous minutes (for information only)

There is still a hole to be filled by the entrance to the Village Green; John Larwood will do a temporary repair using tarmac.

### 736. To adjourn the meeting for Parishioners' Questions

The meeting was adjourned.

The meeting was reconvened.

### 737. Routine Finance

#### a) Invoices

#### To agree payment of the following invoices (all)

Irelands	Final account - FBTs	#102287	£422.20
James Bayliss	Rodent control #2741	#102289	£44.40
Larwood Farms	Hedge trimming	#102286	£120.00
J Newson	Anglian Water improvement notice - labour	#102284	£30.00
Tufts	Anglian Water improvement notice - materials	#102285	£38.09
R J Martin	November wages	#102290	£400.00
HMRC	November PAYE	#102291	£100.00
LogicRED	12 months web hosting	#102288	£99.00
Cartridgesave	Full set of print cartridges( R Martin)	#102283	£201.65
R Waterhouse	Emergency repair WI Hall parts & labour	#102292	£64.18

It was proposed by Cllr Chubbock and seconded by Cllr Fawcett that the above invoices be paid. All Agreed.

#### b) Bank Account Balances (Clerk)

Bank account balances on 8<sup>th</sup> December:

CEP	£25.13
Community	£45,660.21
Active Saver	£40,000.00

#### c) To discuss contract for removal of Japanese Knotweed

After some discussion, it was proposed by Cllr Turner and seconded by Cllr Secker that the 3 year eradication programme proposed by Stickman be accepted. Cllrs Hewett, Arnold, Aves, Kidd, Playford, Secker, and Turner voted for, Cllr Chubbock voted against and Cllr Fawcett abstained. The cost will be in the region of £1090.

#### d) To consider applications for Parish Partnership grants scheme for 2015

After discussion it was proposed by Cllr Kidd and seconded by Cllr Hewett that a grant application be made for two 20 mph speed limit signs to be mounted one each side of the

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school. All agreed. Cllrs Fawcett and Hewett to make the application  
e) To agree the Budget and Precept for 2015/2016  
Cllr Hewett had circulated a draft budget. All Councillors to consider this ahead of the next meeting. The proposal includes payments to be made to the WI Hall for Parish Council meetings. Information required on cost of Public Works Loans

**738. To receive update on progress/expenditure for new Cemetery project (Cllr Chubbock)**  
Cllr Chubbock read out a Final Report on the New Cemetery Project, which will be ready for use in Spring 2015, including details of all the donations made. This report (attached) will be put on the Parish Council web site and in the Parish Magazine. Cllr Chubbock asked the Parish Council for permission to install a wooden bench in the new cemetery. Permission granted. Huge thanks extended by the council to Cllr Chubbock for all his time and effort.

**739. To consider comments from Bob Holmes on the proposed pedestrian crossing**  
After discussion of further comments received from Mr Holmes, and further information from Highways, it was resolved that the decision (£704) to accept the offer of the pedestrian crossing from Highways should stand.

**740. To receive update on speed watch data to be handed to Cllr Chubbock (Cllr Arnold)**  
Cllr Arnold is having problems with extracting the data. Cllr Fawcett will help.

**741. To resolve to adopt revised Financial Regulations and amend Standing Orders**  
After discussion, it was proposed by Cllr Chubbock and seconded by Cllr Aves that the new Financial Regulations be adopted. The following changes to be made to the Standing Orders:

*Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is not permitted without the Council's prior written consent.  
In accordance with standing order 1(c) above, the press shall be provided reasonable facilities for the taking of their report of all or part of a meeting at which they are entitled to be present.*

to be replaced with

*Any person may film, record, photograph or use social media in order to report on the proceedings of a meeting of the Council or its committees when they are open to the public. This does not extend to live verbal commentary.*

*Filming and photography will only be permitted from the area designated. No flash photography or additional lighting should be used without prior consent.*

*Anyone wishing to report on the meeting should notify the Clerk or Chairman so that they can be afforded reasonable facilities.*

*People under the age of 18 or other members of the public not wishing to be filmed or photographed should notify the Clerk or Chairman and should sit in the area designated for this purpose.*

*Improper conduct or any disruptive behaviour could result in expulsion from the meeting.*

## 742. Planning

a) To receive and consider new planning applications (including any received after the preparation of the agenda)

3PL/2014/1207.	Mr Godfrey, Letton Road Nurseries Double garage size increased and repositioned in front garden. The Council support this application. (OWQC4104)
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b) Planning Decisions

3PL/2014/1058	Mr Margareto, 12 Market Street Alterations and extension PERMISSION
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c) Planning Appeals

none

## 743. To receive reports from Councillors and Clerk

Cllr Hewett:

Village appraisal results out by April in time for new council. This will include a strategic



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approach (beyond 2020) and village 'values'

Options for new kit for the Bullock Park are available

Cllr Aves: Watton road taps done ;Yaxham road –re surfaced but no white lines (Clerk)

Cllr Turner: Lynda: money for Participatory Budgeting has gone to the 5 market towns. Any group wishing to bid for funds can attend a public meeting in their area, where this will be discussed and voted on.

Cllr Playford : Footpath between Watery Lane and Blackmoor Way being used by horses.

Cllr Chubbock: What is happening to the marquee? (Next Agenda)

Where are the powder coated benches? (Clerk). Should they have paving stones placed underneath? (Next Agenda)

What is happening to missing painted 40 mph and 30 mph signs (Clerk to chase)

Have we had money from Abels for S106? Was it linked to rpi or house prices?

Cllrs Aves, Arnold and Playford all went to the LDS meeting.

Cllr Fawcett: Speed Watch team received training on 4<sup>th</sup> December. There were 6 attendees (2 from Ovington). The team are now authorised to carry out speed watch activities and also to train others.

On Saturday 13 December there will be carols on the green with the Shipdham Choir and mulled wine, sausages etc 6:30

#### 744. To receive correspondence (including any received after the preparation of the Agenda)

Correspondence (excluding routine email correspondence)

Highways	Traffic Survey stats (x2)
Sylvia Tuck	HGV Parking
BDC	Participatory Budgeting
Bob Holmes	Proposed pedestrian Crossing
Norfolk RCC	Sector Led Plan for Norfolk
Mr Copsey	Damaged street light Meadow Close
Wil Smith	Grounds Maintenance and Landscape Services
Steve Worth	Request for PC planning sub committee minutes
Steve Worth	Request for additions to minutes of November meeting -
NCC	Parish Partnership Scheme
Warm and well	Warm and well poster - to post
Wendy Doel on behalf of Shipdham Wives Group	Thanks to Bob Lomas for all his hard work
RCC	Sector Led Plan for Norfolk noted
BDC DTC	Participatory Budgeting

Routine Email Correspondence (emailed to Councillors)

All routine email correspondence from: BDC, Norfolk ALC, Norfolk RCC, Norfolk Constabulary, POWT BRICK team was emailed to the Council.

#### 745. To confirm the next meeting of the Parish Council

The next meeting of the Parish Council will take place on 12<sup>th</sup> January 2015 at the WI Hall at 7:30 pm Doors opened to Parishioners at 7:15 pm. (Hard copies of planning applications will be available for Councillors to view from 6:45 pm )

#### 746. To resolve to exclude the public and press from the rest of the meeting in order to discuss the Clerk's salary review.

It was resolved to exclude the public and press from the rest of the meeting in order to discuss the Clerk's salary review.

Meeting closed 10:00 pm