



SHIPDHAM PARISH COUNCIL

Chairman: Bill Fawcett Clerk/RFO: Patty Harris



MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 11 JANUARY 2016 IN THE WI HALL

Present Councillors: Fawcett (Chairman), Aves, Dewing, Hewett, Playford, Secker, Shelly and Tuck and Patty Harris (Clerk). District Councillor Turner and 3 parishioners in attendance.

Meeting opened at 7:30

944. To receive apologies for absence – Cllr Crane. Cllr Stolworthy.

945. To receive declarations of interest. None

946. To agree and sign the minutes of the Parish Council meeting held 14 December 2015. Some typing errors were updated. Cllrs agreed the Minutes which were then signed by the Chair.

947. Matters arising from the previous minutes (for information only) including update on Action Points.

Cllr Tuck: A/P 908d Defib cab from BHF all funding ceased. Mr P Fuller of BDC agreed our application to be re-instated.

Action points confirmed as completed except outstanding AP's listed on last page.

948. Chairman's Action – if any – none.

949. To adjourn meeting for PQs at 19:54
Meeting reopened at 20:10

950. Routine Finance

a). Invoices

The following invoices were authorised for payment by cheque:

TT Jones Electrical Inv 9983	508.94
M Watkins 31 Dec 2015 (cemetery tidy/bins)	260.00
R A Waterhouse (WI Hall Elec works)	90.73
Salaries and HMRC Gross for Jan 2016	625.00
Clerk's Expenses for Dec 2015	148.51

b). Direct Debits

The following payments were authorised for payment by Direct Debit

Anglian Water 1 Dec ref 9883	16.66
Anglian Water 1 Dec ref 8285	44.52
Anglian Water 1 Dec ref 5586	13.94
British Gas 2 Dec ref 4000	21.13
Anglian Water 8 Dec ref 5496	143.38
Anglian Water 8 Dec ref 7628	41.49
E.On 11 Dec ref 980A	218.74
BDC 15 Dec ref 36234	74.00
Biffa Waste 21 Dec ref 2220	197.34
British Gas 22 Dec ref 4000	115.73
British Gas 29 Dec ref 4000	22.47
British Telecom Dec 2015 M0403T	86.47
E.On 11 Jan Ref 0980	226.03

Proposed: Cllr Hewett

Seconded: Cllr Aves

Unanimous



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c). Bank Account Balances

Bank Statements at 31 Dec 2015 hard copies to the Chair on 7 Jan 2016

Balances as follows:

Business Current Acc £39,000.18 signed and reconciled.

CEP Acc £ 25.13

Business Savings Acc £40,298.64

The bank statement at 31 Dec 2015 was presented to Cllrs and signed by the Chair as seen.

d). Other:

For clarification of the 14 Dec 2015 Minutes - To agree Twinning Assoc contribution of £400.00 and signage for parking on the village green. Proposed: Cllr Shelly Seconded: Cllr Tuck. Unanimous

e). Q3 accounts. Q3 accounts are not available for this meeting. **A/P: Moved to Feb Agenda.**

951. Local Plan Consultation – new urgent item, time specific. Chair shared with Cllrs and parishioners the LPC papers and information received on Saturday 9 Jan 2016. Discussion followed. BDC Cllr Lynda Turner and Cllr Hewett will hold Village Forum on 4th Feb 2016 at 8pm at the Golden Dog in Shipdham. There is a meeting at The Memorial Hall, Dereham on 28 Jan 2016 from 5pm – 7pm. An extra briefing will be held at Elizabeth House, Dereham on 18th Jan at 5pm relating to parish councils and at 6.30 for those towns and/or parishes undergoing or contemplating doing a neighbourhood plan. **A/P: Clerk to put up posters and update village website.**

952. HM Queen Elizabeth II - 90th Birthday Grant Scheme – new urgent item, time specific. Cllr Tuck volunteered to submit a bid. Cllr Secker agreed to do the decorating of the WI Hall if the bid is successful. **A/P: Cllr Tuck to complete Bid paperwork and submit by deadline 01/02/2016.**

953. To receive and consider new Planning Applications (including any received after the preparation of the agenda)

a) Applications

3PL/2015/1306/F No objections	Mr P Meachen 50 Greenfields Road, Dereham. Site address Dereham Rd, NR19 1NP. Re-design and re-siting of barn/dwelling house on same site as new agricultural barn with planning permission Nov 2015 3PL/2015/0966F
3PL/2015/1490/O Objections: 1. Increased traffic on already gridlocked roads and junctions. 2. GP surgeries and schools unable to cope with increased demands.	Residential development minimum of 291 dwellings, link road, open space and recreational space. Dereham: land off Shipdham Rd, Westfield Rd and Westfield Lane.

b) Planning Decisions

3PL/2015/1306/F Noted	Mr & Mrs Green 4 Meadow Close. Shipdham. IP25 7NF Single storey rear elevation. PERMISSION
3PL/2015/1292/F Noted	Mr R Eden E2 Installation 5 Boton Drive, Dereham Market NR19 2HG To lower kerb and allow domestic



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	driveway access at 61 Market St. Shipdham. IP25 7LZ. PERMISSION
3PL/2015/1260/F Noted	Mr & Mrs P Boldero 44 Pound Green Lane Front extension. PERSMISSION

c) Planning Appeals

APP/F2605/W/15/3081105 Noted	Mr Joseph Jay. Use of land for the stationing of 1 mobile home for no.1 gypsy pitch and day/utility at Saham Toney Otterwood Kennels, Dereham Road. Hearing on 18 December 2015 adjourned to resume 21 January 2016 at Memorial Hall, Dereham at 10:00. Site visit will take place 20 January 2016 at 15:00
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954. To receive Clerk's Report and agree any action. The Clerk's Report was tabled and following discussions the following decisions were made:
 Clerk's overtime to be paid £521.60 Proposed: Cllr Hewett. Seconded:Cllr Shelly. Sage accounting software and 12 months support to be purchased at a cost of £579 + vat. Proposed: Cllr Hewett. Seconded Cllr Playford. **A/P: Clerk to purchase Sage and install from 1 April 2016.**
 Future of Teen shelter: Cllr Jo Dewing immediately expressed interest in one of the repair quotes listed as a,b,and c.
 Proposed by Cllr Tuck to remove shelter: Seconded: Playford
 Votes: For: 5. Against: 3. **A/P: Clerk asked to obtain quote for removal.**
955. To receive reports from Cllrs: **Cllr Shelly** – flood reported to highways. **Cllr Hewett:** Confirmed 4 Feb 2016 for village meeting re Development Plan. Recommended standing item on agenda for time sensitive issues/plans, to be agenda item 5 each month. **A/P: Clerk to include on agenda.**
Cllr Secker: Requested agenda item in Feb - re Posts and Churchyard signs. **A/P Clerk to add to agenda for Feb.**
Cllr Aves: Asked what is happening to old school? Does anyone know? BDC Cllr Turner advised a holdup due to failure with compliance.
Cllr Hewett:
 Update on S106 funding in particular:
 Coal yard S106 to DC11 funding - PC need to think what village would like to see. List needs to be ready. **A/P: Cllrs Fawcett/Hewett/Stolworthy will put a list together to bring back to Council.**
 Balance of S106 funding still held by BDC - Needs to be spent by 2019.
 Lights on footpath between garage and Pound Green Lane damaged by vandals. **A/P: Cllr Dewing to contact TT Jones.**
 Co-option of new Councillor re vacancy. **A/P: Cllr Hewett/Clerk to advertise in Shipdham News and Noticeboards.**
956. To receive preferred training course selection from Cllrs. Cllrs expressed interest in the following: Village Greens, Litter /Fly Posting, Planning. **A/P: Clerk to arrange courses and date/s noting WI Hall only available on Mondays.**
957. To receive correspondence – noted.
958. AOB - None



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959. To confirm the next meeting of the Parish Council will take place on 8 February 2016 at 7:30 pm in the WI Hall. Meeting Closed: 21:32

Action Point Summary

A/P Ref	Action Required	By Whom	Deadline
Dec 2015			
933b/ Jan 955	Cllrs Fawcett/Hewett/Stolworthy to collate list of projects for S106 funding.	Cllrs Fawcett/Hewett/Stolworthy	08/02/2016
936	Place order for Dehumidifier and quote to fit	Clerk	08/02/2016
937	Open Unity Trust bank account		28/02/2016
938	Photographs of Cllrs to be taken and published	Cllr Fawcett	Take photos at Feb meeting
938	Second quote needed for trees on green to be pruned/felled	Cllr Shelly	08/02/2016
940	Bullock Park weekly checks contact Terry Griffiths(?) Advertise in Shipdham News	Cllrs Aves/Stolworthy Cllr Hewett	08/02/2016 18/02/2016
942	Obtain and erect signage on village green re parking	Cllr Fawcett	08/02/2016
Jan 2016			
950e	Q3 accounts to Feb meeting	Clerk	08/02/2016
951	Update noticeboards and website with info regarding Local Plan meeting times/dates	Clerk	15/02/2016
952	Complete and submit bid to HM 90 th Birthday Community Grant	Cllr Tuck	01/02/2016
953	Submit planning comments to BDC	Clerk	15/02/2016
954	Order Sage accounting package	Clerk	15/02/2016
954	Obtain quote to remove Teen Shelter	Clerk	08/02/2016
955	Standing item on agenda for time sensitive issues	Clerk	Every meeting
955	Agenda item to discuss posts and churchyard signs	Clerk	Feb 2016 agenda
955	Contact TT Jones to repair lights at footpath by garage/Pound Green Lane	Cllr Dewing	08/02/2016
955	Advertise Cllr Vacancy on Noticeboard and Parish Magazine	Clerk Cllr Hewett	15/02/2016
955	Contact NPTP to arrange group training courses for Cllrs	Clerk	08/02/2016