



SHIPDHAM PARISH COUNCIL

Chair: Carole Playford Clerk/RFO: June Smith



MINUTES OF THE PARISH COUNCIL MEETING HELD

10th January 2022 at WI HALL

Present: Cllrs: Hewett (Acting Chair), Dewing, Holman, Secker, Shelley, Smith, Turner, Wordley & Clerk: June Smith.

6 Parishioners in attendance. The meeting opened at 7.30pm

MINUTES Items in bold added after agenda was published

J Smith Parish Clerk
10/01/2022

Prior to the meeting there was presentation from the Agent of Gurdon Farm, Blackmoor Row development.

2529. Apologies for absence: Cllrs Playford & Crane

2530. To note resignation of Cllr J Shelley – noted.

2531. Declarations of Interest – Cllr Secker re finance Cllr Holman re planning.

2532. To agree the Minutes of the meeting held on 13th December 2021 - The Minutes were agreed as a true and accurate record and signed by the Vice-Chair. Proposed: Cllr Turner Seconded: Cllr Shelley - unanimous from those who attended.

2533. Matters Arising for information only – Action Points – all in hand.

2534. To consider and decide on time specific matters received after the preparation of the agenda - none

2535. Chairman's Actions – Government website re COVID in local area and went through statistics.

Communication with the Community, Chair asked for a group of Cllrs explore communication with community and getting parishioners involved – AP Cllr Wordley to explore. Cllr Hewett to discuss with Cllrs individually regarding their roles and needs.

2536. District Councillor Report – BDC approved 2022-23 budget equating to £100 per band D property per year. 75% of homes in the District are bands A – C so will be less than this. For every £1 you pay, £7 worth of services received.

Local Plan review ongoing – discuss housing needs within the village for draft submission in 2024 and adoption in 2027.

Bins – review of Serco route for the bin collection from 4 day to 5 day a week model. Bin day will change mid-March.

Village Forum for Public Saturday 12th February 2-5pm WI Hall mainly to discuss traffic movement on Mill Road, the Heritage Centre and Housing.

2537. County Councillor Report – weekly reports received and on website.

2538. Parishioner's Questions *In accordance with the Council's standing orders, the period of time designated for public participation at a meeting shall not exceed 15 minutes unless directed by the Chairman of the meeting.*

Parking in the layby by Chapel Street, especially overnight hindering deliveries. Explore advisory signs "Parking 30 minutes/no overnight parking". AP Clerk to write to local residents and flag up at Highways meeting in March. East of England Ambulance Services - County issue but will raise at District level. Asked Parishioner to compile list. AP Cllr Hewett to report.

2539. Routine Finance

To agree the following payments by cheque DOI Cllr Secker Proposed: Cllr Turner Seconded: Cllr Smith unanimous

10/01/2022	Clerk	Wages	£959.89
10/01/2022	HMRC	PAYE & NIC	£56.03
10/01/2022	Clerk	Expenses	£145.29
10/01/2022	C Andrews	WI Hall Admin	£40.00
24/12/2021	S Craddock	WI Hall Cleaning	£40.00
11/12/2021	J Bayliss	Pest Control	£55.20
10/01/2022	D Nock	Cemetery Caretaker & Bus Shelter Cleaning	£160.00
10/01/2022	J Gibb	Honorarium	£130.00
22/12/2021	TT Jones	Street lighting maintenance	£342.39

To agree payment of the following invoices by D/D Proposed: Cllr Turner Seconded: Cllr Smith – unanimous.

03/12/2021	Eon	Street Light	£291.92
15/12/2021	BT	WI Hall error in billing awaiting credit	£40.59
19/12/2021	Opus Energy	WI Electric Nov/Dec	£25.77
19/12/2021	Opus Energy	WI Gas Nov/Dec	£63.41
17/12/2021	BDC	Rates	£135.00



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To receive, note and sign bank account balances 31/12/2021 – signed by Cllr Hewett

Community account	6072	£52,138.34
Church wall account	4380	£5,375.13
Saver Account	4570	£2,798.29
Street Light Account	7769	£9,721.38
WI Hall Account	5971	£11,253.68
Total Balances held		£81,286.82

2540. Planning. To receive and consider Applications, Decisions and Appeals, including any received after the preparation of the agenda

Planning Applications

3PL/2021/1632/F	Conversion of Existing Barns to create 3 single storey dwellings. Gurdon Farm, Blackmoor Row. DOI Cllr Holman No objections.
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Planning Decisions - none

Planning Appeals - none

2541. Clerk's Report – To receive and note the Clerk's Report - noted.

2542. BPMC – Cllr Dewing. To receive and note:

- Report from BPMC – no meeting.
- Health & Safety update – checks up to date.
- Jubilee preparation meeting to be held at Bullock Park Pavilion 18th January 7pm. PCC agreed there would be no Drynkings and therefore efforts combined.
- To invite nominations for Shipdham Parish Council representative to join the Bullock Park Management Committee. Cllr S Shelley all in favour. AP Clerk to inform Bullock Park Committee Chair thanked Cllr Secker for her role.

2543. Highways Issues – a) Joint Parish meeting – Friday March 18th 9-12am WI Hall 2 Cllrs to attend meeting from surrounding Parishes. Nominations to be organised at a later date. AP Clerk to send out invitation.

2544. Heritage Centre update – History Group want to take over with sole responsibility. History Group agreed to help clear and catalogue memorabilia for works to be able to take place. Cllr S Shelley to set up working group with all concerned to be discussed at Village Forum. Letter read out from History Group stating their intent.

2545. Mindful Towns Mental Health Champion – Cllr Wordley spoke – involves 7 people (allowing for size of village) to undertake training, raise awareness and sign post people in the right direction and work in relation with the Emergency Committee and safeguarding appointed person within Council. AP Cllr Wordley to look into the scheme further and place article in Parish magazine asking for volunteers.

2546. To discuss parking in layby, Chapel Street – discussed earlier in meeting.

- 2547. To approve Rudling memorial application** Proposed: Cllr Turner Seconded: Cllr Secker unanimous.

2548. To note Defibrillator Check completed - noted

2549. To receive and note Police and SNAP reports – circulated – noted. Antisocial behaviour settled down within the village.

2550. To receive Cllrs Reports

Cllr S Shelley – Policy updating AP Clerk to update couple of policies at each meeting.

Cllr Secker – Plumbing works done in WI Hall.

Roadway outside Cowslip Croft, Street Farm deteriorated AP Clerk to report to Highways.

WI Hall flooring in toilets needs replacing as per grant app AP Cllr Dewing to speak to M Neave.

Community Centre group will be invited to Annual Meeting of the Parish.

Cllr Smith – SAM sign flashing speed even when below 30mph AP Cllr Smith to speak to Westcotec.

Cllr Dewing – Pound Green Lane bus stop flooding AP Clerk to report to Highways.

Concrete bollard outside Marlowe House dangerous AP Clerk to speak to owners.

Cllr Turner – Kings Café hedge on Letton Road hindering view – AP Clerk to write to owners.

Cllr Hewett – Shipdham News items.

2551. To receive and note correspondence including any received after the preparation of the agenda.

To note weekly updates from Norfolk County Council – noted.

To note updates from Thomas Bullock Church of England Primary Academy – noted.

To note updates from NALC – noted.

Approved Cooper memorial application by majority email vote – noted.

To note Letton Road closure from 24th-28th January 2022 – noted.

To note receipt of the Clerks & Councils Direct – noted.

2552. Any matters for inclusion on the next agenda – remaining £400 grant re Christmas Fayre to be put towards Jubilee Preparations. Litter pick prior to Jubilee Celebration.

2553. To confirm the next meeting: 14th February 2022 at 7.30pm Meeting closed 8.45pm



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