



# SHIPDHAM PARISH COUNCIL



Chair: Carole Playford Clerk/RFO: June Smith

## MINUTES OF THE PARISH COUNCIL MEETING HELD 11<sup>th</sup> January 2021 BY ZOOM VIRTUAL MEETING

Present: Cllrs: Playford (Chair), Dewing, Hewett, Secker, J Shelley, S Shelley, Smith, Stolworthy, Turner & Clerk: June Smith.

7 Parishioners in attendance. The meeting opened at 7.30pm Meeting was recorded.

### MINUTES Items in bold added after agenda was published

J Smith Parish Clerk  
11/01/2021

- 2227. Apologies for absence: Cllr Allum, Cllr Crane & Cllr Connolly
- 2228. To welcome Councillors Samantha Shelley and Lynda Turner.
- 2229. Declarations of Interest: Chair regarding The Green. Chair asked for dispensation to discuss but not vote – agreed unanimously
- 2230. To agree the Minutes of the meeting held on 14<sup>th</sup> December 2020 – The Minutes were agreed as a true and accurate record and will be signed by the Chair at the next appropriate meeting. Proposed: Cllr Hewett Seconded: Cllr Smith - unanimous.
- 2231. Matters Arising for information only – Action Points – All in hand or completed
- 2232. To consider and decide on time specific matters received after the preparation of the agenda - none
- 2233. Chairman's Actions – Chair welcomed new faces and wished everyone a Happy New Year.
- 2234. District Councillor Report – report from BDC circulated. COVID numbers highest in Norfolk. New vaccination centre in Swaffham.
- 2235. County Councillor Report – report circulated.
- 2236. 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. Parishioners are invited to address the Council via email, correspondence or online link. If you would like to participate in the meeting online, please email the Clerk.*

Included Trap Lane white lineage.

Head Teacher of Thomas Bullock School introduced herself and raised COVID effects on school. 64 devices have been sent out to families. Looking into and funding needed for access to online story books. Cllr Stolworthy mention BBC drive for refurbished older machines, which the school had already applied for.

- 2237. Routine Finance To agree the following payments by cheque. Proposed: Cllr Hewett Seconded: Cllr Playford - unanimous

11/01/2021	Clerk	Wages	£959.29
11/01/2021	HMRC	PAYE & NIC	£22.81
11/01/2021	Clerk	Expenses	£132.97
18/12/2020	TT Jones	Street Lighting Maintenance	£269.95
21/12/2020	James Bayliss	Cemetery Pest Control	£194.40
11/01/2021	J Gibb	Honorarium	£130.00
<b>11/01/2021</b>	<b>D Nock</b>	<b>Cemetery Caretaking and Cleaning of Bus Shelters</b>	<b>£160.00</b>

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

02/12/2020	Eon	Street Light	£292.48
01/12/2020	BT	WI Hall – Credit note – cheque received	-£137.40
31/12/2020	BT	Bill error again – waiting credit note	£57.84
19/12/2020	Opus Energy	WI Gas Nov/Dec	£18.48
19/12/2020	Opus Energy	WI Electric Nov/Dec	£12.28
			Credit -£2.36
15/12/2020	BDC	Rates	£117.00
20/12/2020	Biffa	Waste	£150.01
<b>19/01/2021</b>	<b>Wave</b>	<b>Cemetery Water</b>	<b>£2.09</b>

To receive, note and sign bank account balances 31/12/2020 - noted

Community account	6072	£43,869.68
Church wall account	4380	£4,075.13
Project A/c	2024	£0.05



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Saver Account	4570	£47,795.42
Street Light Account	7769	£15,035.97
WI Hall Account	5971	£14,278.66
<b>Total Balances held</b>		<b>£125,054.91</b>

2238. Planning. To receive and consider Applications, Decisions and Appeals, including any received after the preparation of the agenda

a) Planning Applications: To note the following applications referred to the Planning Committee

3PL/2020/1423/HOU	Flat roof single storey rear extension Longley House, 44 Bradenham Road, Shipdham Time sensitive – no issues.
3PL/2020/1472/O	Two storey detached house with single storey extension to rear. Molecatchers Cottage, Mill Road, Shipdham  Objection due to lack of information.

b) Planning Decisions

<b>3PL/2020/1354/HOU</b>	<b>Two storey side extension and erection of porch to front 3 Chapel Street, Shipdham APPROVED</b>
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c) Planning Appeals - none

2239. Clerk's Report – To receive and note the Clerk's Report - noted.

2240. BPMC – Cllrs Dewing and Secker. To receive and note:

- a) Report from BPM – Goal cross bar repaired.
- b) Health & Safety update – all up date.

2241. Appoint Parish Council representative for Thomas Bullock Trust – Cllr Hewett was proposed: Cllr Playford Seconded: Cllr Turner - unanimous. AP Clerk to inform Thomas Bullock Trust.

2242. Review Christmas period/Village emergency plan and formulate appropriate next steps – emergency committee reinstated. Compensation has been sent out and could provide emergency packs. Utility provision needs to be address and MP G Foreman is setting up Partnership Group. Cllr S Shelley to get emergency packs from UK Power Networks. AP Cllr Shelley

**2243. To discuss funding new emergency plan** – funded by UK Power Networks compensation Proposed: Cllr Playford Seconded: Cllr S Shelley - unanimous

**2244. To discuss funding postcard** – Emergency Group co-ordinator explained the concept. Headteacher stressed she is happy to help and would be a good project for the children. Funding by UK Power Networks compensation Proposed: Cllr Playford Seconded: Cllr S Shelley - unanimous

**2245. To discuss funding distribution of above** funded by UK Power Networks compensation Proposed: Cllr Playford Seconded: Cllr S Shelley unanimous

Shipdham Parish Council to fund Shipdham News as this goes to all homes within the village to keep them up to date. Proposed: Cllr Hewett Seconded: Cllr Playford - Unanimous.

2246. Appoint Safeguarding Officer – Cllr Turner spoke. Cllr S Shelley is qualified Proposed: Cllr Hewett Seconded: Cllr Turner - unanimous

**2247. To discuss electric repairs on The Green** – Proposal do what needs to be done Proposed: Cllr Hewett Seconded: Cllr Smith - unanimous AP Cllr Playford to get quote

**2248. To approve the Pre-Renewal Insurance costings.** Proposed: Cllr Hewett Seconded: Cllr Playford AP Clerk to approve.

2249. To note Defibrillator Check completed – Cllr Dewing checked. Chair thanked Cllr Dewing.

2250. To receive and note Police and SNAP reports – circulated 29/12/2020 – noted.



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2251. To receive Cllrs Reports

Cllr J Shelley – working though emergency plan.

Cllr S Shelley - Park Highatt road repairs AP Cllr S Shelley.

Telecoms tower in Larwood Way/Blackmoor Row - AP Clerk to call Landowner

Cllr Turner – Cllr Dewing now holding emergency phone. Chair thanked Cllr Turner for looking after it.

Cllr Secker – o/s Meadow View on pathway, Anglia Water cover damaged. AP Clerk

Trap Lane potholes have been tarmacked.

Cllr Stolworthy – Land at Watton Allotments, rental £100 Proposed: Cllr Hewitt Seconded: Cllr Playford - unanimous AP Cllr Stolworthy to get information.

Potholes on Swan Land/Thorpe Row AP Clerk to report.

Give way signs at Trap Lane.

Cllr Hewett – Streetlight 6 Acorn Close AP Check with TT Jones as to who owns it.

Parish Page contributions - Children from school to write comments about working from home in Shipdham News.

Cllr Playford – Thank all Cllrs for all hard work and efforts. Special thanks to those who helped with the Christmas situation. Thanked Parishioners that join meetings regularly. Cllr Hewett thanked Chair for managing.

2252. To receive and note correspondence including any received after the preparation of the agenda.

To note weekly updates from Breckland Council and Norfolk County Council – noted.

To note Shared Access Telecommunications proposal for Bullock Park is no longer progressing – noted.

To note Temporary Traffic Order for Mill Road on 21<sup>st</sup> January 2021 – noted.

To note Temporary Traffic Order for New Road on 14<sup>th</sup> January 2021 – noted.

To note update from Amey re street light No. 10 High Street works to take place end January/early February – noted.

**To note correspondence from Highways regarding Trap Lane stating no changes to white lineage will take place** – noted.

**To note letter of Complaint** – Clerk to write to Parishioner with Cllr Hewett.

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

2253. Any matters for inclusion on the next agenda.

2254. To confirm the next meeting: Monday 8<sup>th</sup> February 2021. Meeting closed 8.50pm.