



# SHIPDHAM PARISH COUNCIL



Chair: Carole Playford Clerk/RFO: June Smith

## MINUTES OF THE PARISH COUNCIL MEETING HELD

11<sup>th</sup> April 2022 at WI HALL

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

10 Parishioners in attendance. The meeting followed the Annual Meeting of the Parish

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

J Smith Parish Clerk  
11/04/2022

- 2616. Apologies for absence: Cllr Shelley – illness & County Cllr Connolly
- 2617. Declarations of Interest: - Cllr Secker re cheque payments, Heritage Centre. Cllr Secker & Cllr Turner re church clock
- 2618. To agree the Minutes of the meeting held on 14<sup>th</sup> March 2022 - The Minutes were agreed as a true and accurate record and signed by the Chair. Proposed: Cllr Dewing Seconded: Cllr Turner - unanimous from those who attended.
- 2619. Matters Arising for information only – Action Points – all in hand.
- 2620. Chairman's Actions – no report.
- 2621. District Councillor Report – Ukraine refugees are now arriving in Norfolk.
- 2622. County Councillor Report – apologies sent.
- 2623. 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.*

None

- 2624. Routine Finance  
To agree the following payments by cheque DOI Cllr Secker Proposed: Cllr Turner Seconded: Cllr Smith unanimous.

11/04/2022	Clerk	Wages	<b>£961.02</b>
11/04/2022	HMRC	PAYE & NIC	<b>£54.81</b>
11/04/2022	Clerk	Expenses	£209.37
11/04/2022	C Andrews	WI Hall Admin	£40.00
11/04/2022	S Craddock	WI Hall Cleaning	£40.00
11/04/2022	D Nock	Cemetery Caretaker	£80.00
16/03/2022	WI Hall	Parish Rental	£225.00
14/03/2022	EMR Heating	WI Hall Gas Annual Service/Certificate	£90.00
11/04/2022	J Gibb	Honorarium	£130.00
23/03/2022	TT Jones Electrical	Street Light Maintenance	£254.69
16/03/2022	Dereham Tile & Carpet Centre	Vinyl and materials for WI Hall bathroom flooring as per Norfolk Community Fund	£666.89
22/03/2022	Initial Flooring Ltd	Uplift old flooring and replace as above	£448.08
06/04/2022	Wyndham Windows Ltd	BP Door Repairs	£1,335.00
01/04/2022	Ravencroft Tree Services Ltd	Annual Tree Survey	£762.00
<b>04/04/2022</b>	<b>NPTS</b>	<b>Training session</b>	<b>£300.00</b>
<b>15/03/2022</b>	<b>Shipdham Preschool</b>	<b>Grant as per minute 2604</b>	<b>£500.00</b>
<b>06/04/2022</b>	<b>James Bayliss</b>	<b>Pest control – cemetery</b>	<b>£118.20</b>

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

	Npower	Street Light - No bill as yet	TBC
15/03/2022	BT	Bill Account	£41.94 -£188.34
21/03/2022	Opus Energy	WI Electric Feb/Mar	£37.95
21/03/2022	Opus Energy	WI Gas Feb/Mar	£37.53

To receive, note and sign bank account balances 31/03/2022 – noted and signed by Chair.



# SHIPDHAM PARISH COUNCIL



Chair: Carole Playford Clerk/RFO: June Smith

Community account	6072	£45,702.17
Church wall account	4380	£5,375.13
Saver Account	4570	£2,798.36
Street Light Account	7769	£9,721.62
WI Hall Account	5971	£11,360.05
<b>Total Balances held</b>		<b>£74,957.33</b>

**To note receipt of Precept 1<sup>st</sup> Instalment (not in above figures).** noted

2625. Planning. To receive and consider Applications, Decisions and Appeals, including any received after the preparation of the agenda

Planning Applications– all planning applications can be viewed at [www.breckland.gov.uk/planningsearch](http://www.breckland.gov.uk/planningsearch) where you can enter the reference number below.

3OB/2022/0012/OB	Schedule 1 Occupation Obligations detailed in S106 Agreement on 3PL/2022/1229/F 18 Fieldfare Loke No objections
<b>3AG/2022/0005/AG</b>	<b>Erection of new tractor shed and first floor storage above Ash Farm, King Row.</b> No objection

Planning Decisions

3PL/2022/0082/F	Proposed single storey dwelling and garage Sun Vile, Little Hale Road. REFUSED
3PL/2022/0101/F	Erection of a workshop for vehicle and agricultural machinery repairs (Commercial Use) and external works. Land off Shipdham Road REFUSED
3PL/2022/0207/HOU	Proposed conversion of existing garage to bedroom with window to front of property. Trelaine, 68 Bradenham Road APPROVED

Planning Appeals - none

2626. To receive and note Clerk's Report – noted.
2627. BPMC – Cllrs Dewing & Shelley. To receive and note:
- Report from BPMC – Jubilee preparations in hand.
  - Health & Safety update – checks up to date.
  - Next Queen's Jubilee Preparations meeting Bullock Park Pavilion **11<sup>th</sup> May 7pm Bullock Park Pavilion.** Cllr Secker raised issue with carpark being open to disabled only. AP Cllr Dewing to raise at next meeting. Advertising in hand.
2628. Highways Issues – Pavements outside 4 & 14 Townsend Place. Pot hole outside Weathervane House, Chapel Street opening up again. Watton Road 40mph sign is down and in ditch. AP Clerk to report points to highways.
2629. Policy Reviews:
- Standing Orders – adopt as amended - unanimous
  - Code of Conduct – adopt as amended – unanimous.
2630. Heritage Centre Update DOI Cllr Secker – Shipdham History Group were not happy to be part of working group. Cllr Shelley, Cllr Dewing, Cllr Holman to meet with RBL group of 3 for resolution within 21 days.
2631. To discuss possible road names for the Chapel Street development – resolved to ask for extension to deadline and ask for public participation. AP Cllr Hewett to put in Shipdham News.
2632. To discuss tree survey – AP Clerk to get quote for works and send in TPO requests.
2633. To discuss Church clock (LT) – DOI Cllrs Secker & Turner Quote approx. £5000/£6000 to mechanise church clock. Defer till quote received.
- 2634. To consider approval of Smith memorial application at Shipdham Cemetery.** Approved – unanimous.
- 2635. To confirm start time and place for Community Litter Pick 28<sup>th</sup> May 2022.** – Bullock Park 10am. AP Clerk to inform Serco.
- 2636. To consider purchase of 4 x posts for allotment fence repairs – unanimous.**
- 2637. To receive invitation for Chair or Parish Representative to attend Licensing of Rev'd Laura Purnell.** Cllr Secker to represent Parish Council.
2638. To note Defibrillator Check completed – noted.
2639. To receive and note Police and SNAP reports ([www.shipdham.org/parish-council/snap-police-reports/](http://www.shipdham.org/parish-council/snap-police-reports/)) - none



# SHIPDHAM PARISH COUNCIL



Chair: Carole Playford Clerk/RFO: June Smith

---

2640. To receive Cllrs Reports – for information only.

Cllr Hewett – requests for Shipdham News.

Cllr Smith – Cllr Shelley & Cllr Smith had put signs around village re dog fouling.

2641. To receive and note correspondence including any received after the preparation of the agenda.

To note weekly updates from Norfolk County Council ([www.shipdham.org/parish-council/ncc-reports/](http://www.shipdham.org/parish-council/ncc-reports/)) – noted.

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

To note Bullock Park and WI Hall rates relief granted for 2022/23 – noted.

To note Call for Sites consultation period runs from April 4<sup>th</sup> to 20<sup>th</sup> May 5pm – noted.

**To note Breckland Town & Parish Forum arranged for Monday 23<sup>rd</sup> May 2022 at 5.30pm – further details to follow** – noted.

2642. Any matters for inclusion on the next agenda. Church clock if quote received. Heritage Centre update.

2643. To confirm the Annual Meeting of the Council 9<sup>th</sup> May 2022 7.30pm.

2644. To consider excluding the public and press under the Public Bodies (Admission to Meetings) Act 1960 s1 because their presence would be prejudicial to the public interest due to the confidential nature. To consider and approve Clerk's appraisal and remuneration from 1<sup>st</sup> April 2022. Proposed Cllr Playford, Seconded: Cllr Hewett unanimous. Approved unanimous.