



SHIPDHAM PARISH COUNCIL



Chair: Carole Playford Clerk/RFO: June Smith

MINUTES OF THE PARISH COUNCIL MEETING HELD

11th July 2022 at WI HALL

Present: Cllrs: Playford (Chair), Hewett, Holman, Shelley, Turner, County Cllr Connolly & Clerk: June Smith.

21 Parishioners in attendance. The meeting opened at 7.30pm

Items in bold added after agenda was published.

J Smith Parish Clerk

11/07/2022

- 2711. Apologies for absence – Cllr Smith & Cllr Wordley
- 2712. To note resignation of Cllr Secker – Chair thanked her for her hard work and commitment to the village and would be greatly missed.
- 2713. Declarations of Interest - Chair: Shipdham United Church Planning.
- 2714. To agree the Minutes of the meeting held on 13th June 2022 - The Minutes were agreed as a true and accurate record and signed by the Chair - unanimous from those who attended.
- 2715. Matters Arising for information only – Action Points completed or in hand.
- 2716. Chairman's Actions – no report.
- 2717. District Councillor Report – Urged parishioners to check BDC website in information in Shipdham News for financial support mechanism. BDC confirmed that they had not sold Barnham Broom Golf Club as in EDP.
- 2718. County Councillor Report –. Highways are encouraging Parishes to find contractor to cut NCC grass verges and County will reimburse. County Cllr Connolly then went down Mill Road with Parishioner.
- 2719. To discuss Old School Playing Field (Cllr Holman) - Access to site is in excess of what is needed, Project Manager says works will start in 4-6 weeks times. No concerns with burial site and gravestones photographed, removed by professional and in storage at Thetford DC offices.
- 2720. 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.*

Included: LED lighting on main road. AP Cllr Hewett to speak to County Councillor Connolly.

Out of control pony on footpath between Fen Folgate and Parklands AP Clerk to speak to landowner.

Parklands Avenue bridleway AP Chair to see if passable.

Park Estate car parked for 3 weeks. AP Clerk to report.

Old Post Office Street planning approved.

Ukrainian flag flying above Union Jack (which should be superior) at parishioner's house. AP Clerk to ask if can be changed around.

Bullock Park Committee Chair on behalf of Trustees apologised for any embarrassment with regard to Parish Representation. Chair asked BPMC Chair to stay for below the line item.

2721. Routine Finance

To agree the following payments by cheque – Approved.

11/07/2022	Clerk	Wages	£1004.08
11/07/2022	HMRC	PAYE & NIC	£63.29
11/07/2022	Clerk	Expenses	£173.55
11/07/2022	C Andrews	WI Hall Admin	£40.00
11/07/2022	D Nock	Cemetery Caretaker	£160.00
13/06/2022	Shipdham Spitfires	Grant award	£500.00
18/06/2022	Parishioner	Allotment Judging	£20.00
14/06/2022	SCS Accounting	Internal audit of accounts	£240.00
11/07/2022	J Gibb	Honorarium	£130.00
17/06/2022	G Dyer	Painting railings	£420.00
17/05/2022	TT Jones Electrical Ltd	Streetlight maintenance	£254.69
13/06/2022	G Tufts	Materials for repairs	£19.81
01/07/2022	TTSR Ltd	Grounds Maintenance	£2,318.29
11/07/2022	T Wale	WI Hall Cleaner	£40.00

To agree payment of the following invoices by D/D – Approved

01/07/2022	Npower	Jan/Feb/Mar/Apr/May Street Lighting	£1520.41
15/06/2022	BT	Bill Account	£45.85
			-£50.79
20/06/2022	Opus Energy	WI Electric May/Jun	£20.64
20/06/2022	Opus Energy	WI Gas May/Jun	£4.08



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15/06/2022	BDC	Rates	£188.25
06/07/2022	Npower	June Street Lighting	£241.48

To receive, note and sign bank account balances 30/06/2022 – noted and signed by Chair.

Community account	6072	£66,798.88
Church wall account	4380	£5,375.13
Saver Account	4570	£2,798.42
Street Light Account	7769	£9,722.35
WI Hall Account	5971	£9,849.66
Total Balances held		£94,544.44

2722. To note receipt of the Internal Audit of Accounts and confirmation AGAR was submitted – noted.
 2723. 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 where you can enter the reference number below.

3PL/2022/0577/F	Amended site layout plan Proposed erection of 2 semi detached houses to the rear of Park Grange, Shipdham with associated parking and garden areas. Land to rear of Park Grange, High Street. SPC objection to remain the same including Policy COM03 objection.
3PL/2022/0669/VAR	Variation of Conditions 3 (plan list), 5 (Travel Plan), 6 (Transport Assessment Addendum) and 20 (off-site improvement works) on application 3PL/2015/1490/O Land off Shipdham Road, Westfield Road and Westfield Lane. Noted.
3PL/2022/0670/D	Application for approval of the First Reserved Matters (appearance, landscaping, layout and scale) as they relate to phase 1 of the development being the internal link road following outline permission 3PL/2015/1490/O. Land off Shipdham Road, Westfield Road and Westfield Lane. Noted.
3PL/2022/0671/F	Development of new roundabout junction and associated works on Shipdham Road (A1075) Land to the east of Shipdham Road. Noted.
3AG/2022/0010/AG	Erection of new tractor shed and first floor storage above. Ash Farm, King Row Time sensitive – no objection but condition the upper floor storage is not to be used for residential or holiday let use now or in the future.
3PL/2022/0702/O	Outline planning permission (all matters reserved) for change of use from chapel to residential (2 no dwellings) with roof extension. Shipdham United Church, Chapel Street. DOI by Chair who left the discussion. Objection – parking on application is not owner's land. Policies COM03/COM04. Without parking there would be no turning circle and no alternative long term parking within village. Premature application.

Planning Decisions – none.

Planning Appeals - none

2724. To receive and note Clerk's Report – noted.
 2725. BPMC - To receive and note:



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- a) Report from BPMC – AGM took place. Dog poo bag dispenser has had sensible use. Grass suffering. Good uptake of football teams. Defib has arrived and to be installed and registered.
 - b) Health & Safety update – To note agreed quote to replace palings at Bullock Park fencing around gym and play area by majority email vote. Report of child burning finger on skate ramp, confirmed adequate signage around park.
2726. Highways Issues
2727. Policy Reviews:
- a). Complaints Procedure - amending
 - b). Disciplinary Procedure. – amending.
2728. Heritage Centre Update – another session of clearing. Painting now taking place inside the building. Windows to be replaced 14/15th July. Display cabinets in bad way and Cllr Holman helping to refurbish them. RBL getting quote from electrician to improve lighting. Parishioner asked why the History Group had not taken over or included. Cllr Shelley and Cllr Holman explained previous discussions and clarified the decisions made.
2729. To consider Prior memorial application for cemetery approved.
2730. To discuss street lighting to new development – lighting on main road and then each house to have their own light. Agreed lighting on for safety and security. AP Clerk to report.
2731. To note tree planting on Carbrooke Lane – noted.
2732. To note Defibrillator Check completed – noted.
2733. To receive Cllrs Reports – for information only.

Cllr Hewett – 2 x air conditioning units to donate to WI Hall. Entries for Shipdham News September issue. Stated he will cut hedge.

Cllr Shelley – meeting with the maintenance man to get quote for cemetery clearance of ivy.

2734. To receive and note correspondence including any received after the preparation of the agenda.
- To note update from Norfolk County Council (www.shipdham.org/parish-council/ncc-reports/) – noted.
- To note newsletters from Thomas Bullock Church of England Primary Academy.
- To note Sage 50 no longer running from end September 2022 – noted. AP Clerk gets most appropriate software to carryout duties.
- To note glutton sweeper coming to Shipdham on a 3 monthly basis to clear footpath FP12 Pound Green/Chapel Street** – noted.
- To note antisocial letter of complaint from local resident** – noted. AP Clerk to forward to BDC.
2735. Any matters for inclusion on the next agenda – Village Emergency Committee, Christmas Tree.
2736. To confirm the next meeting: 12th September 2022 7.30pm
- 2737. Pursuant to s1(2) of the Public Bodies (Admission to Meetings) Act 1960, it is resolved that, because of the personal nature of the business, the Press and Public leave the meeting during the discussion of the Bullock Park Management Committee representation.**

The issue was discussed and resolved. Cllr Playford now Trustee as User of Park. On Agenda for Shipdham Parish Council Rep.