



# SHIPDHAM PARISH COUNCIL



Chair: Carole Playford Clerk/RFO: June Smith

## MINUTES OF THE PARISH COUNCIL MEETING HELD 11<sup>th</sup> November 2019 IN THE WI HALL

Present: Cllrs: Playford (Chair), Allum, Crane, Dewing, Hewett, Secker, Shelley, Smith, Stolworthy, Woodrow, Worth & District Cllr Turner Clerk: June Smith.  
21 Parishioners in attendance. The meeting opened at 7.30pm with a 2-minute silence in Remembrance

(items in bold added after agenda was published)

- J Smith Parish Clerk  
11/11/2019

- 1945. Apologies for absence – County Cllr Connolly.
- 1946. Declarations of Interest – Cllr Secker re finance/Cllr Crane re planning 3PL/2019/1308/VAR & 3PL/2019/1357/VAR Cllr Crane re Formal Complaint
- 1947. To agree and sign the Minutes of the meeting held 14<sup>th</sup> October 2019 – The Minutes were agreed as a true and accurate record and signed by the Chair. Proposed: Cllr Crane Seconded: Cllr Stolworthy all in agreement who attended. 5 abstained.
- 1948. Matters Arising for information only – Action Points all done or in hand. Cllr Woodrow voiced complaint on voting process in September and reiterated that he did not abstain regarding action point 1910 - Noted
- 1949. To consider and decide on time specific matters received after the preparation of the agenda - none
- 1950. Chairman's Actions – no report.
- 1951. District Councillor Report – report on file. Cllr Turner & Cllr Hewett verbally presented.
- 1952. County Councillor Report - no report.
- 1953. 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:

Planning re 3PI/2019/1308/VAR with regard to vehicular access for larger vehicles delivering to shop and potentially blocking of carpark – services to Parishioners will be lost due to closing viable businesses. More houses and removal of retail units. Shipdham deemed local service centre village – need to have businesses. Re-sighting of retail shop will cause parking in front – suggested double yellow lines in front. Removal of retail unit and replace with garage, dog grooming and fish and chip shop. Encouraged people to put comments on planning portal. Local Plan approved and Shipdham is mentioned due to local business' to be protected as much as possible.

The Green contractor broke lights in tree. Chair apologised.

Village Forum to be held in WI Hall instead of Golden Dog.

Damage to house on Church bends – this is being looked into.

- 1954. Routine Finance To agree the following payments by cheque. Proposed: Cllr Hewett Seconded: Cllr Stolworthy

11/11/2019	J Brown	WI Hall Cleaning	£36.00
11/11/2019	C Andrews	WI Hall Admin	£40.00
11/11/2019	Clerk	Wages	£950.53
11/11/2019	HMRC	PAYE & NIC	£67.88
11/11/2019	Clerk	Expenses for October	£106.66
14/10/2019	MW Surfacing	Re-Surfacing The Green	£31,860.00
09/10/2019	Ashill Fire Protection	Annual Service of Fire Extinguishers	£68.40
24/10/2019	LogicRed	Web Hosting	£99.00
01/11/2019	TTSR	Ground Maintenance	£2,137.50
11/11/2019	The Poppy Appeal	SPC Wreath donation	£150.00
<b>09/11/2019</b>	<b>D Nock</b>	<b>Cemetery Caretaking</b>	<b>£80.00</b>
<b>09/11/2019</b>	<b>D Nock</b>	<b>Bus Shelter Cleaning</b>	<b>£80.00</b>



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- a) To agree payment of the following invoices by D/D. Proposed: Cllr Stolworthy  
Seconded: Cllr Hewett

16/10/2019	Eon	Street Light	£293.03
29/10/2019	BT	WI Hall	£32.52
19/10/2019	Opus Energy	WI Gas	£30.59
19/10/2019	Opus Energy	WI Electric	£25.74
		Credit currently	-£16.97
16/10/2019	BDC	Rates	£100.00

- b) To receive, note and sign bank account balances at 31/10/2019. Agreed and signed by Chair.

Community account	6072	£45,766.08
Church wall account	4380	£3,425.13
Project A/c	2024	£0.05
Saver Account	4570	£74,217.56
Street Light Account	7769	£7,518.77
WI Hall Account	5971	£5,384.83
<b>Total Balances held</b>		<b>£136,312.42</b>



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1955. 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/2019/1222/F	Proposed new two storey residential dwelling Park View, Land adjoining Old Post Office Street, Shipdham Time sensitive - Shipdham Parish Council have potential concerns regarding highway issues in respect of new road layout regarding The Cricket Players development.
3PL/2019/1242/VAR	Variation of Condition no 3 on 3PL/2017/0757/D The condition should read No Development above the laying of foundations shall take place until precise details of the slab levels of the approved dwellings shall be submitted to and approved in writing by the local Planning Authority. Time sensitive – no issues
3PL/2017/0864/F	CONSULTATION AMENDMENTS The Cricket Players, Old Post Office Street, Shipdham Amended access plan revision. Reiterate our previous comments.
3PL/2019/1308/VAR	Variation of Condition 2 of 3PL/2016/0655/F Revised access and layout. The Old Waggon and Horses, Chapel Street, Shipdham Points raised: Housing allocation, Service Centre, Parking Outside and pinch point with Old Playing Field application. Clerk to write objection.
3PL/2019/1315/HOU	Replacement front porch Cadwell House, High St, Shipdham No issues
<b>3PL/2019/1357/VAR</b>	<b>Variation of condition 15 of 3PL/2013/0095/O removal of time frame of condition</b> <b>Land north of Chapel Street, Shipdham</b> Shipdham Parish Council would like to reject this variation, until other linked applications are heard.

b) Planning Decisions

3PL/2019/1136/F	Single Storey Dwelling 19 Letton Road APPROVED
3PL/2019/1172/HOU	Single storey extension to kitchen on front/side dwelling 59 Market Street, Shipdham APPROVED

c) Planning Appeals - none

1956. Clerk's Report – To receive and note the Clerk's Report - Noted

1957. BPMC – Cllrs Dewing and Secker. To receive and note:

- a) Report from BPMC Toms Kickboxing has finished. Martial arts club & Scouts have joined. Hall utilised each night. Hedge to be planted where trees taken out. Planning application for entrance to go ahead once stump removed.
- b) Health & Safety update – Issues with slippery flooring – ordered signs and getting quotes for tiles. Childs Walker needs attention by end of year. Clerk seeking spare parts.

1958. To note Quarter 2 Accounts & Budget Report – Noted

1959. To discuss quote regarding finishing The Green - Proposed: Cllr Dewing Seconded: Cllr Playford unanimous.



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1960. Hearing of Formal Complaint

The Chairman introduced everyone and explained the procedure. The complainant and representative gave his grounds for complaint. The nominated councillor gave the council's position. Both parties summarised their position and left the room. Cllr Crane also left the room.

Vote if complaint upheld or dismissed. Complaint was dismissed. Vote: Dismiss Cllr Secker, Cllr Dewing, Cllr Allum, Cllr Stolworthy, Cllr Playford, Cllr Shelley & Cllr Smith  
Abstained: Cllr Woodrow & Cllr Worth. AP Clerk shall confirm outcome, in writing, within seven working days.

**1961. To discuss Christmas Tree for The Green – Cllr Playford to order tree, Cllr Crane to collect. Community Hub to decorate tree.**

1962. To note Defibrillator Check completed – Completed by Clerk

1963. To receive and note Police and SNAP reports - circulated 16<sup>th</sup> October 2019

1964. To receive Cllrs Reports

Cllr Worth – training session on finance was very good.

Cllr Smith – light near school – discussed this had been looked into.

Cllr Secker – tree works in Churchyard including pine trees hanging over the memorial are on PCC/PC working list. Nocks have done good job at Churchyard.

Cllr Dewing – Dereham Road ditch – in hand getting quote.

Cllr Woodrow – Standing Order changes needed include: Data Protection Act 2018 (3 places), email note re equality, cash £500 in emergency, gender specific. AP Clerk to amend and put on next agenda for approval and adoption.

Footpath between Fen Folgate – confirmed this is not Parish land.

Bridleway sign post on Hall's Lane knocked down – Clerk to Report.

Water at allotments have been turned off. Chairman and Clerk thanked Cllr Woodrow.

Cllr Stolworthy – Mill Road HGV sign is on NCC agenda. Traffic would be diverted down Pound Green Lane and pass the school. Cllr Hewett/Cllr Worth to try and push this.

Parklands – note in Parish mag cut hedges back to your boundary.

Cllr Wroth left the Parish meeting due to work commitments.

Cllr Hewett – Parish page entries. Yesterday Cllr Hewett laid wreath on behalf of Parish Council which was humbling and moving. Chair thanked Cllr Hewett for laying the wreath.

1965. To receive and note correspondence including any received after the preparation of the agenda

S106 money application by Wayland Gun Club was refused – Noted.

Approved TT Jones streetlight defect quote with majority vote by email - Noted.

To note Breckland Local Plan modifications – Noted. Cllr Hewett/Turner to do forum when plan approved.

S106 application by Bullock Park for replacement field lighting has been approved - Noted

Thank you in advance from The Poppy Appeal for donation - Noted

**BT bills are now paperless saving £4.00 per month - Noted**

**To note receipt of Clerks & Councils direct magazine - Noted**

**To note BDC WWII Commemorative Grant Scheme open via Norfolk Community Foundation – Noted.**

**To note Bullock Park discretionary rate relief granted till March 2021 -Noted**

Parishioner & Parish congratulated Ray Dean, who was one of two Norfolk RBL Representatives who attended the Festival of Remembrance at The Royal Albert Hall.

1966. Any matters for inclusion on the next agenda-

1967. To confirm the next meeting: Monday 9<sup>th</sup> December 2019. Doors open to Parishioners at 7:15pm. (Planning applications available for Councillors to view from 6:45pm) Closed 9.10pm