



# SHIPDHAM PARISH COUNCIL



Chair: Carole Playford Clerk/RFO: June Smith

## MINUTES OF THE PARISH COUNCIL MEETING HELD 12<sup>th</sup> April 2021 BY ZOOM VIRTUAL MEETING

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

5 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  
12/04/2021

On behalf of Shipdham Parish Council, the Chair expressed our sincere sadness for the loss of His Royal Highness Prince Philip, Duke of Edinburgh. Thoughts with the Queen and Royal Family. The Council and Parishioners held a minute's silence. Paragraph from NALC tribute was read out:

'It is no secret of course, how much the Duke adored Norfolk. Wood Farm, on the Sandringham estate, where he and the Queen often stayed when it was just the two of them here, was his chosen home after he retired from public life in 2017. He will be mourned deeply by everyone who knew, loved and served him within those small and tight-knit village communities, as well as those working on the arable, livestock and fruit farms the Duke cherished so dearly. As a knowledgeable and passionate countryman, I am told Prince Philip 'knew almost every blade of grass in Norfolk'.

Chair invited UK Power Networks Operating Manager, Russell Hunter, to update the Parish Council on maintenance and upgrades within the village and infrastructure for future developments for area and new technology considerations, such as electric cars etc. Cllr S Shelley expressed their gratitude to the works the team done over the Christmas period and the compensations given.

- 2307. Apologies for absence: Cllr Allum & Cllr Crane Absent: Cllr A Stolworthy
- 2308. Declarations of Interest: Cllr Turner and Cllr Hewett regarding BDC waste quote.
- 2309. To agree the Minutes of the meeting held on 8<sup>th</sup> March 2021 – The Minutes were agreed as a true and accurate record and will be signed by the Chair at the next appropriate meeting. Proposed: Cllr Playford Seconded: Cllr Hewett - unanimous.
- 2310. Matters Arising for information only – Action Points  
3PL/2020/0906/F - Former Parfitt Nurseries, Old Post Office Street, Shipdham planning hearing postponed till 5<sup>th</sup> May.
- 2311. To consider and decide on time specific matters received after the preparation of the agenda  
None
- 2312. Chairman's Actions – Remind Cllrs of the Code of Conduct adopted by Shipdham Parish Council.
- 2313. District Councillor Report – weekly reports circulated.
- 2314. County Councillor Report – weekly reports circulated. Reminder 6<sup>th</sup> May elections going ahead.
- 2315. 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.**

Parishioner thanked Clerk for getting side visit re Trap Lane/New Road AP Clerk to chase for when visit is to be planned. Thanked Bullock Park Committee & Shipdham Parish Council regarding park and playground improvements.

- 2316. Routine Finance To agree the following payments by cheque Proposed: Cllr Hewett Seconded: Cllr Playford - unanimous

12/04/2021	Clerk	Wages	£959.89
12/04/2021	HMRC	PAYE & NIC	£56.03
12/04/2021	Clerk	Expenses	£131.86
31/03/2021	NALC	Subscription	£363.39
28/02/2021	Parish Mag Printers Ltd	Shipdham News Printing	£376.00
10/03/2021	J Bayliss	Pest control in cemetery	£90.00
19/03/2021	EMR Heating Services	Gas Safety Inspection	£90.00
22/03/2021	M Lodge	Church gate replacement	£1034.00
22/03/2021	G Tufts	Buffers for church gate	£1.08
22/03/2021	Cartridge Save	Full set of inks	£186.40



# SHIPDHAM PARISH COUNCIL



Chair: Carole Playford Clerk/RFO: June Smith

25/03/2021	J Larwood	Tree and guard for churchyard	£123.15
18/03/2021	TT Jones Electrical	Street Light Maintenance	£250.92
26/03/2021	J Brown	WI Hall porch redecoration	£170.00
12/04/2021	J Gibb	Honorarium	£130.00
<b>08/04/2021</b>	<b>D Nock</b>	<b>Cemetery caretaking</b>	<b>£80.00</b>
<b>31/03/2021</b>	<b>P Littleproud</b>	<b>Plaque for memorial tree</b>	<b>£179.00</b>
<b>09/04/2021</b>	<b>J Brown</b>	<b>WI deep clean and redecorating</b>	<b>£250.00</b>
<b>31/03/2021</b>	<b>Parish Mad Printers Ltd</b>	<b>Shipdham News Printing</b>	<b>£412.00</b>

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

16/03/2021	Eon	Street Light	272.96
15/03/2021	BT	WI Hall Credit	£21.49 -£37.09
19/03/2021	Opus Energy	WI Gas	£10.40
19/03/2021	Opus Energy	WI Electric Credit	£11.89 -£118.73

To receive, note and sign bank account balances 31/03/2021 - noted

Community account	6072	£28,953.46
Church wall account	4380	£4,725.13
Project A/c	2024	£0.05
Saver Account	4570	£47,796.61
Street Light Account	7769	£22,536.42
WI Hall Account	5971	£13,331.46
<b>Total Balances held</b>		<b>£117,343.13</b>

To note receipt of 1<sup>st</sup> precept instalment (not included in figures above) - noted

2317. Planning. To receive and consider Applications, Decisions and Appeals, including any received after the preparation of the agenda

a) Planning Applications

3PL/2020/1229/F	Reduce the number of dwellings to 5 and limiting sale to 'over 55s' Land adjacent to Fieldfare Loke, Pound Green Lane. Parishioner spoke. Parish views remain the same: outside village boundary.
<b>3PL/2021/0479/HOU</b>	<b>Demolition of existing garage and erection of two storey extension to front and side. 9 Larwood Way, Shipdham No issues</b>

b) Planning Decisions

3PL/2021/0191/HOU	Strip pantile roof to front extension and replace with thatch to match existing cottage. Strip off flat roof to bay and provide a pantile covered pitched roof. Take out bedroom window and reduce in depth to allow for pitching bay roof. Install 2No dormer windows to landing in main cottage and thatch around. Strip off roof to existing porch roof, provide new framework on existing dwarf walls and construct new shallower pitched pantile roof. Forge Cottage, 16 Bradenham Road, Shipdham APPROVED
2PL/2021/0278/HOU	Proposed two storey side extension and rear flat roof extension. 20 Market Street, Shipdham APPROVED
<b>3PL/2021/0235/HOU</b>	<b>Revisions to application 3PL/2020/1170/HOU 13 Townshend Place, Shipdham APPROVED</b>

c) Planning Appeals – none received

2318. Clerk's Report – To receive and note the Clerk's Report - noted.



# SHIPDHAM PARISH COUNCIL



Chair: Carole Playford Clerk/RFO: June Smith

- 
2319. BPMS – Cllrs Dewing and Secker. To receive and note:
- a) Report from BPMS – reports from Chair circulated 15<sup>th</sup> & 21<sup>st</sup> March. Entrance to park has been altered and reseeded. Football now playing.
  - b) Health & Safety update – checks up to date.
2320. To discuss email regarding zebra crossing - running out of time. Run with zebra crossing. Cllr Connolly spoke and will support the scheme but will do so under duress. Acknowledge for record that District Cllr Connolly and Shipdham Parish Council are not happy and reluctant with the situation but have to accept that Highways have deemed it safe, we do not support the scheme but cannot object to it. Proposed: Cllr Hewett Seconded: Cllr Turner - Unanimous.
2321. To discuss request to sell strip of land in cemetery – land was gifted under a S106 agreement and cannot be sold - unanimous.
2322. To discuss repairs to speed sign – Go ahead with repairs to the current one and to purchase another once Partnership funding available. Proposed: Cllr Hewett Seconded: Cllr Smith unanimous. AP Cllr Dewing to organise repairs. AP Clerk to apply for funding once available.
2323. To discuss footpath boundary FP8 – discussion took place. Parish Council are unable to contribute towards fence but dog bin needs attention AP Clerk to look into. Proposed: Cllr Dewing Seconded: Cllr Shelley unanimous.
2324. To discuss waste quotes from BDC – DOI Cllr Turner & Cllr Hewett. Change contracts at end of June Proposed: Cllr Playford Seconded: Cllr Dewing - unanimous.
- 2325. To approve Pyne memorial application.** Approved Proposed: Cllr Dewing Seconded: Cllr Smith unanimous.
2326. To note Defibrillator Check completed
2327. To receive and note Police and SNAP reports – circulated 11<sup>th</sup> March 2021
2328. To receive Cllrs Reports
- Cllr Smith – No parking sign on The Green deteriorating. AP Cllr Playford to check and confirm with Clerk.
- Cllr J Shelley – WI Hall smoke alarm battery needs replacing. AP Cllr J Shelley to replace.
- Disaster Recovery Emergency Committee plan in hand.
- Cllr Secker – Thank you to Peter & Karen for cleaning war memorial AP Clerk to write. WI Hall repairs and redecorating look wonderful. Church gates look wonderful, another coat of paint on posts AP Clerk to initiate. Rubbish on Letton Road/Blackmoor Road AP Cllr Hewitt to follow up. Community order to ban offender at park but unable to enforce. WI Hall – level shingle at the back area AP Clerk to get quotes.
- Cllr Hewett – asking for help with this month’s Shipdham News Parish contribution. Community updates in Shipdham News AP Cllr Hewett to speak to editor.
- Head of Thomas Bullock Academy reported positive news as 5 families had joined the school today, due to positive feedback. Thanked Church for allowing the Easter baskets and adventure trail throughout Easter half term.
- Cllr Playford – hedge left hand side on Watton Road poorly trimmed -noted. Enquiry re ditch at 68 Market Street. AP Cllr Dewing to speak to resident as to ownership.
2329. 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 update from Norfolk Strategic Flood Alliance – noted.
- To note newsletters from Thomas Primary Academy – noted.
- To note Highways to do site visit re Trap Lane/New Road layout – noted.
- Approved strimming of two vacant plots at Dereham Road allotments by majority email vote – noted.
- Gave permission for Mid Norfolk Kidz Klub to do Easter Half-Term Adventure Trail by majority email vote – noted.
- To note Bullock Park and WI Hall rate relief granted for 2021/22 – noted.
- To note memorial tree has been re-planted in the Churchyard with plaque – noted.
- Approved Tree Survey fee proposal by majority email vote – noted.
- Approved WI Hall deep clean by majority email vote – noted.
- To note Mill Road closure from 21<sup>st</sup> – 27<sup>th</sup> April 2021 – noted.
- Annual Reports – published on Shipdham Parish Council website:  
NCC 20/21 Highlights  
County Councillor report March 2021  
Cllr Turner & Cllr Hewett Report.  
WI Hall report  
Shipdham Bowls Club  
Shipdham Garden Club and Horticultural Society  
Shipdham Twinning Association  
Shipdham Choir
2330. Any matters for inclusion on the next agenda. Proposal to provide flagpole for churchyard.
2331. To confirm the next meeting: Annual Meeting of the Council – Tuesday 4<sup>th</sup> May 7.30pm. Meeting closed 9pm.