



SHIPDHAM PARISH COUNCIL



Chair: Carole Playford Clerk/RFO: June Smith

MINUTES OF THE PARISH COUNCIL MEETING HELD

12th April 2023 at WI HALL

Present: Cllrs: Shelley (Chairing meeting), Belo, Chaplin, Cross, Hewett, Smith, Turner & Clerk: June Smith
12 x Parishioners in attendance. The meeting opened at 20.56pm

Items in bold added after agenda was published.

J Smith Parish Clerk
12/04/2023

2933. Apologies for absence – Cllr Playford, County Cllr Connolly.
2934. Declarations of Interest
2935. To agree the Minutes of the meeting held on 13th March 2023 - Wording on point 2920 suggested should read working capital not working group. On that basis, The Minutes were agreed as a true and accurate record and signed by the Chair - unanimous.
2936. Matters Arising for information only – Action Points – in hand, still awaiting quotes and organising site meeting with Highways at Letton Road.
2937. Chairman's Actions – no actions.
2938. District Councillor Report – report as per Annual Meeting of the Parish
2939. County Councillor Report – report as per Annual Meeting of the Parish
2940. 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.*

Inc, Allotment sprinklers. County Broadband. Pedestrian crossing outside Myholm causing obstruction.

2941. Routine Finance

To agree the following payments by cheque – Payments Approved.

15/04/2023	Clerk	Wages	£1138.59
15/04/2023	HMRC	PAYE & NIC	£100.71
			Credit £51.58
15/04/2023	Clerk	Expenses	£118.41
01/04/2023	C Andrews	WI Hall Admin	£40.00
01/04/2023	D Nock	Cemetery Caretaker	£80.00
01/04/2023	T Wale	WI Hall Cleaning	£40.00
16/03/2023	TT Jones Electrical	Street Light maintenance	£277.61
08/03/2023	M J Bayliss	WI Hall toilet repairs	£101.50
14/02/2023	Gallagher	Insurance	£3,927.11
20/03/2023	Shipdham United FC	Grant monies awarded in March	£500.00
27/03/2023	J Bayliss	Pest Control Dereham Road	£72.00
28/03/2023	SPC WI Hall	Hall Hire	£225.00
28/03/2023	Thetford Garden Centre	Vouchers	£506.35
30/03/2023	Roger Norton	Tree works at WI Hall, Cemetery & Churchyard	£1190.40
30/03/2023	Cartridge Save	Ink Cartridge	£42.42
02/04/2023	EMR Heating	Gas Certificate	£111.00
02/02/2023	G Tufts	Repairs	£1.19
11/04/2023	J Gibb	Honorarium	£130.00

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

03/04/2023	Npower	March Street Lighting	£331.87
15/03/2023	BT	Bill	£33.54
19/03/2023	Opus Energy	WI Electric Feb/Mar	£44.52
19/03/2023	Opus Energy	WI Gas for Feb/Mar	£69.32
		Credit on account	-£245.86
15/03/2023	BDC	Rates	£0

To receive, note and sign bank account balances 31/03/2023 – Noted and signed

Community account	6072	£40,142.25
Church wall account	4380	£6,025.13



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Saver Account	4570	£2,802.52
Street Light Account	7769	£17,253.24
WI Hall Account	5971	£9,337.11
Total Balances held		£75,560.25

2942. Planning. To receive and consider Applications, Decisions and Appeals, including any received after the preparation of the agenda

Planning Applications

3PL/2023/0215/F	Demolition of existing barn and replacement with new dwelling Massingham Manor, High Street Amendment to description to better reflect proposed works. Time sensitive – no objections.
3PL/2023/0258/VAR	Variation of conditions 3 (materials) & 10 (landscaping) on 3PL/2021/0258/VAR 32 Letton Road Time sensitive – no objections.
3PL/2023/0100/F	Proposed Extension and additional production area with goods store freezer and warehouse and new detached office and building associated extensions to yard. The Sourdough Company, Mile Road Amendment plan – increase in red line to include the rear access. No objections

Planning Decisions – none

3PL/2022/1065/VAR	Variation of Conditions Land off Shipdham Road, Westfield Road and Westfield Lane APPROVED
3PL/2023/0235/HOU	Single Storey Tiled Roof Extension 24 Market Street APPROVED

Planning Appeals - none

2943. To receive and note Clerk's Report – noted.
2944. BPMC - To receive and note:
- Report from BPMC – as per Annual Meeting Report.
 - Health & Safety update – completed.
2945. Highways Issues – SAM2 has been placed in Letton Road. AP Clerk to organise Site visit with Highways and investigate extra lighting. Sign for school has been hit. AP Clerk to report.
2946. Policy Reviews- Allotment Tenancy - approved unanimous. AP Clerk to initiate and send out to allotment holders.
2947. Mindful Towns Update – PB set for 7pm 26th April at WI Hall – since cancelled.
2948. To consider NALC subscription for 2023-2024 – approved unanimous AP Clerk to initiate.
2949. To consider composting toilet at Dereham Road Allotments (SS) – unapproved unanimous.
2950. To approve fee note for legal works – approved unanimous. AP Clerk to initiate.
2951. To note Defibrillator Checks completed – noted. AP Clerk to check with nursing home, if they have defibrillator.
2952. To receive Cllrs Reports – for information only.

Simon Smith/Derek Cross going to plant tree on The Green. SAM2 signs in Letton Road. AP Clerk to Check if Speedwatch still running within village.



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2953. To receive and note correspondence including any received after the preparation of the agenda.
To note report from Norfolk County Council – on website – noted.
To note newsletters from Thomas Bullock Church of England Primary Academy – noted.
To note various updates from NALC – noted.
To note email from George Freeman regarding new SEND Funding Agreement in Norfolk – noted.
To note Signed NCC Grass Cutting Agreement sent to NCC – noted.
To note Register of Deposits and Declarations under Highways Act 1980 Section 31 (6), the deposit within Garvestone, Whinburgh & Westfield, Shipdham, Cranworth, Scarning has been given the reference number D23 13 – noted.
To note receipt of AGAR – noted.
To note Environment Agency Maintenance Works on River Wensum, River Tud, River Whitewater and Lower Wendling Beck, River Yare (Upper) and River Tiffey – noted.
To note Norfolk Zone Offshore Wind Projects Drop-In Information Event, 18th April 12.00-19.00 at Necton Community Centre, 13 Tuns Road, Necton. – noted.
To note Hustings Public Meeting for Shipdham with Scarning Ward to be held on Saturday 22nd April 3pm at the WI Hall, Shipdham – noted.
To note correspondence letters from Parishioner and Shipdham History Group – noted.
2954. Any matters for inclusion on the next agenda. Heritage Centre.
2955. To confirm the Annual Parish Meeting will take place on Wednesday 17th May 2023 7.30pm due to election process. Meeting closed 9.40pm