



SHIPDHAM PARISH COUNCIL



Chair: Carole Playford Clerk/RFO: June Smith

MINUTES OF THE PARISH COUNCIL MEETING HELD

12th December 2022 at WI HALL

Present: Cllrs: Playford (Chair), Belo, Chaplin, Cross, Hewett, Holman, Shelley, Smith, Wordley & Clerk: June Smith

1 x Parishioners in attendance. The meeting opened at 7.30pm

Items in bold added after agenda was published.

- J Smith Parish Clerk
12/12/2022

Chair thanked all for attending on such a cold, frosty night.

2825. Apologies for absence: Cllr Turner and County Cllr Ed Connolly.

2826. Declarations of Interest: Cllr Holman regarding Meadow Bank Planning.

2827. To agree the Minutes of the meeting held on 14th November 2022 - The Minutes were agreed as a true and accurate record and signed by the Chair - unanimous from those who attended.

2828. Matters Arising for information only – Action Points – in hand.

2829. Chairman's Actions – Chair wished everyone a happy Christmas

2830. District Councillor Report – Full lists of sites within Local Plan has been published and will hold a meeting forum in future. BDC Cabinet will soon be setting budget for next year. County will have a Mayor in 2024.

2831. County Councillor Report – report on file.

2832. 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.*

Parishioner asked permission to plant Blackthorn/Holly/Wild Plum and Hawthorn within the holes of the hedging at Dereham Road allotments. Approved.

Dereham Road allotments plots 4a/3/29a never tended too. AP revise allotment agreement on next agenda Clerk to write blanket letter mentioning waiting list. Send Thank you to allotment parishioner who has replaced the bench (28).

2833. Routine Finance

To agree the following payments by cheque – payments approved.

01/12/2022	Clerk	Wages	£999.88
01/12/2022	HMRC	PAYE & NIC	£67.49
01/12/2022	Clerk	Expenses	£120.26
01/12/2022	C Andrews	WI Hall Admin	£40.00
01/12/2022	D Nock	Cemetery Caretaker	£80.00
01/12/2022	T Wale	WI Hall Cleaning	£40.00
15/11/2022	Direct365	WI Hall Toilet Rolls	£34.13
01/12/2022	N Creed	Memorial Garden upkeep	£300.00
23/11/2022	Glasdon UK	Dog poo bags	£116.28
24/11/2022	All Saints Church	Shipdham News advertising	£400.00
28/11/2022	HMRC	Refund Quarter 1 VAT payment – sent twice by HMRC	£1,336.67
20/11/2022	M Bayliss	WI Hall Repairs	£54.00
18/11/2022	Great Melton Farms	Christmas Tree	£253.60
01/12/2022	FX3000 Ltd	Electrical works	£120.00
30/11/2022	St John Ambulance	Defibrillator pads	£173.94

To agree payment of the following invoices by D/D – payments approved

03/12/2022	Npower	November Street Lighting	£306.67
15/11/2022	BT	Bill	£33.54
18/11/2022	Opus Energy	WI Electric Oct/Nov	£35.51
18/11/2022	Opus Energy	WI Gas Oct/Nov	£121.48
15/11/2022	BDC	Rates	£105.66
03/12/2022	Wave	WI Hall Water	£78.65
03/12/2022	Wave	Cemetery Water	£12.73
03/12/2022	Wave	Dereham Road Allotments Water	£34.45
03/12/2022	Wave	Watton Road Allotments Water	£6.20
03/12/2022	Wave	The Green Water	£11.10



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To receive, note and sign bank account balances 30/11/2022 – noted and signed by Chair

Community account	6072	£53,523.36
Church wall account	4380	£6,025.13
Saver Account	4570	£2,798.53
Street Light Account	7769	£17,225.35
WI Hall Account	5971	£10,196.19
Total Balances held		£89,768.56

2834. To review budget and precept request – approved 9 votes in favour AP Clerk to send precept request.
 2835. 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/2022/1265/HOU	Demolition of substandard extension to rear and erection of replacement single storey flat roof extension. Highwood, 27 Bradenham Road No objection
3PL/2022/1263/F	To transfer an existing agricultural restriction from Meadow Bank to the adjacent new dwelling The Granary. Meadow Bank, Carbrooke Lane DOI Cllr Holman - No objection
3PL/2022/1071/O	Outline planning application for development of a maximum of 89 dwellings and associated infrastructure (all matters reserved) Land to the east of Westfield Road and to south of Westfield Lane. Noted
To note 3PL/2022/0671/F 3PL/2022/6070/D 3PL/2022/0669/VAR	Relating to Land off Shipdham Road, Westfield Road and Westfield Lane Referred to Planning Committee on 13 th December.

Planning Decisions

3PL/2022/1094/HOU	Proposed detached annex to side garden of dwelling in place of previous workshop. Excelsior Cottages, Birds Corner APPROVED
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Planning Appeals - none

2836. To receive and note Clerk's Report – noted.
 2837. BPMC - To receive and note:
 a) Report from BPMC – Noted increase in dog poo once again.
 b) Health & Safety update – Rocker and guttering will be tended to by Paul Chubbock. Extra grass cut for football.
 c) To discuss multi ability play roundabout quote - £1000 pledged £5000 grant potential, explore other avenues and/or wait for S106 monies pledged for use of Bullock Park. Dog attack was noted – no CCTV footage.
 2838. To consider nominations for second Parish representative to join the Thomas Bullock Trust as a Trustee (DW) Cllr Rose Chaplin took on a 4 year nominative trustee appointed position – unanimous. Cllr Dale Worley handed his resignation from Parish Council but would like to carry on as our nominative trustee appointed by the Council – approved unanimously.
 2839. Highways Issues – Flooding on Watton Road, report any issues to Clerk who will liaise with Highways and Flood Alliance Team.
 2840. Heritage Centre Update (SS) 15 people attended over the weekend. Asking for volunteers to help open Centre and presentations are changing. Bunting outside to come down. To note Parishioners letter regarding the prayer seat – noted. It was stated that the prayer seat was moved to the Church following a meeting with the Heritage Centre working group and the Parochial Church Committee. Facebook has updated and have lost village page.
 Considerations going forward are heating, Wi-Fi and providing tea and coffee facilities.
 2841. Mindful Towns Update (DW) – Cllr Wordley handed over to Cllr Belo.
 2842. To consider Acceptance, in principle, of consolidating assets for expansion of Bullock Park – accept consolidating assets for Bullock Park – Approved unanimously.



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2843. To consider purchasing flagpole for Churchyard – Cllr Turner forwarded that all Parish's will be getting one from BDC for the Coronation – AP Clerk to apply.
2844. To consider Manley additional inscription request – approved unanimously AP Clerk to approve.
2845. To consider Sutton memorial application – approved unanimously – Clerk to approve.
2846. To consider grant application from Shipdham Bowls Club – approved unanimously AP Clerk to initiate.
2847. To consider tree request at Pound Green Lane – AP Add tree to yearly survey.
2848. To discuss WI Hall health and safety – crack in wall AP Clerk to get surveyor out.
2849. To consider tree works quote for WI Hall and Churchyard – approved unanimously Option 1 for WI Hall. AP Clerk to initiate.
2850. To note Defibrillator Checks completed – noted – Clerk had purchased spare pads for BP Defib.
2851. To receive Cllrs Reports – for information only.

Cllr Holman – Cemetery removal of flowers – noted. WI Hall heating is allowed as long as turned down at the end of the session.

Cllr Hewett – Agenda item Deputy Clerk for next meeting.

Cllr Shelley – Thomas Bullock Trust website updated.

Cllr Belo asked about growth over the next few years, Cllr Hewett stated BDC has grown 9% since last census over 65 age group has increased 23.5%.

Cllr Cross – Environmental issues going forward.

Cllr Smith – SAM2 Sign needs to be moved to Letton Road. Whitebeam trees for The Green, 6 foot £35.00

Cllr Hewett will arrange collection. AP Clerk to look into plaque and cage.

Time capsule needs replacing. AP Clerk to ask handyman.

Advertise in Shipdham news/Nextdoor/Facebook page – encourage people to look after their neighbours in this cold weather.

Emergency Committee to stand back up with. First meeting Sunday 6pm via Zoom.

2852. To receive and note correspondence including any received after the preparation of the agenda.

To note newsletter from Norfolk County Council which can be read on our website – noted.

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

To note updates from NALC – noted.

To note BDC Local Plan update 20th December 4pm at Elizabeth House, Dereham – noted.

To note road closure at Old Post Office Street from 13th to 16th December – noted.

To note PKF Littlejohn LLP appointed SAAA auditor from to year 2026-2027 – noted.

To note completion of purchase of land at Park Estate on 1st December – noted.

To note thank you letter from Norfolk Accident Rescue Service – noted.

2853. Any matters for inclusion on the next agenda – Deputy Clerk. Heritage Centre.

2854. To confirm the next meeting: 9th January 2023

2855. Pursuant to section 1(2) of the Public Bodies Act 1960, it is resolved that, because of the confidential nature of the business to be transacted, the Press and Public leave the meeting during the consideration of

a) Street Light Maintenance Contract – Current contractor approved. AP Clerk to initiate.

b) Grass Maintenance Contract. – Current contractor. AP Clerk to initiate.

Meeting closed 21.40.