



SHIPDHAM PARISH COUNCIL



Chair: Carole Playford Clerk/RFO: June Smith

MINUTES OF THE PARISH COUNCIL MEETING HELD

13th December 2021 at WI HALL

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

7 Parishioners in attendance. The meeting opened at 7.30pm

MINUTES Items in bold added after agenda was published

J Smith Parish Clerk
13/12/2021

Prior to the meeting Shipdham Parish Council held a minute's silence in respect of the late Geoff Dadd, former Parish Clerk. AP Cllr Secker & Cllr Hewett on behalf of Shipdham Parish Council to write to family.

- 2499. Apologies for absence: Cllr Holman Absent: Cllr Crane
- 2500. Declarations of Interest - Finance; Cllrs Dewing, Secker & Turner
- 2501. To agree the Minutes of the meeting held on 8th November 2021 - The Minutes were agreed as a true and accurate record and signed by the Vice-Chair. Proposed: Cllr Hewett Seconded: Cllr Turner - unanimous from those who attended.
- 2502. Matters Arising for information only – Action Points
- 2503. To consider and decide on time specific matters received after the preparation of the agenda. Quote received re Pound Green Close hedging – approved. Proposed: Cllr Hewett Seconded: Cllr Playford AP Clerk to initiate.
- 2504. Chairman's Actions – Appointment of new Vicar Laura Purnell.
- 2505. District Councillor Report – Outbreak in Covid in Breckland. Appointment only at Breckland Offices. Covid Working Group on standby.
- 2506. County Councillor Report – weekly reports circulated
- 2507. 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: Old School House planning. Cllr Hewett/Cllr Turner to arrange meeting with planning by Wednesday 4.30pm and report to Parishioner.

- 2508. Routine Finance To agree the following payments by cheque Proposed: Cllr Playford Seconded: Cllr Smith

13/12/2021	Clerk	Wages	£959.89
13/12/2021	HMRC	PAYE & NIC	£56.03
13/12/2021	Clerk	Expenses	£236.76
13/12/2021	C Andrews	WI Hall Admin	£40.00
24/11/2021	S Craddock	WI Hall Cleaning	£40.00
13/12/2021	N Creed	Memorial Garden upkeep 6 months	£150.00
15/11/2021	G Tufts & Son	Tap repairs - cemetery	6.90
18/11/2021	Breckland Finishing	Memorial bench repairs	£492.00
22/11/2021	NPTS	Training P Holman	£50.00
22/11/2021	G Tufts & Son	Tap repairs Dereham Road Allotments	£31.92
21/11/2021	M Neave	WI Hall Kitchen/driveway as per grant	£3,022.00
24/11/2021	P Chubbock	Defib at Bullock Park as agreed in minute 2401c	£2,085.00
16/11/2021	Roger Norton	Tree works	£1,278.00
13/12/2021	D Nock	Cemetery caretaker	£80.00
13/12/2021	L Turner	Christmas market expenses as agreed in minute 2377	£100.00
13/12/2021	Parishioner	Christmas Tree lights	£33.98
13/12/2021	M Secker	WI Hall expenses	£147.69
13/12/2021	M Lodge	Various repairs	£80.00

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

02/11/2021	Eon	Street Light	£301.64
15/11/2021	BT	WI Hall	£21.00
18/11/2021	Opus Energy	WI Electric Oct/Nov	£20.67
18/11/2021	Opus Energy	WI Gas Oct/Nov	£38.67



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17/11/2021	BDC	Rates	£135.00
03/12/2021	Wave	Watton Road allotments water	£5.35
03/12/2021	Wave	Dereham Road allotments water	£102.23
03/12/2021	Wave	Cemetery water	£13.97
03/12/2021	Wave	The Green water	£10.98
03/12/2021	Wave	WI Hall water	£43.69

To receive, note and sign bank account balances 30/11/2021 – noted and signed by Chair

Community account	6072	£65,637.79
Church wall account	4380	£4,725.13
Saver Account	4570	£2,798.27
Street Light Account	7769	£2,221.31
WI Hall Account	5971	£14,123.76
Total Balances held		£89,506.26

2509. To approve 2022/23 budget and precept request – Proposed: Cllr Playford Seconded: Cllr Dewing - unanimous. AP Clerk to request precept.
2510. Planning. To receive and consider Applications, Decisions and Appeals, including any received after the preparation of the agenda

Planning Applications

3PL/2021/1568/VAR	Variation of Condition No2 on 3PL/2020/1229/F – to include car port to plot 05 and minor amendments to dwelling and garage positions. Development Site 596539 307594 Pound Green Lane, Shipdham No objections.
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Planning Decisions

3PL/2021/1303/HOU	Proposed bathroom window and side elevation. Street Farm House, High Street APPROVED
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Planning Appeals

APP/F2605/W/21/3285894	New 3 bedroom, two storey cottage Molecatchers Cottage, Mill Road, Shipdham Send objection
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2511. Clerk's Report – To receive and note the Clerk's Report – noted.
2512. BPMP – Cllrs Dewing. To receive and note:
- Report from BPMP. Advertised spaces available. 350 Watton Rotary Club trees planted with help of Spitfires. Defib ordered.
 - Health & Safety update – checks up to date.
 - Jubilee Preparation meeting to be held at Bullock Park Pavilion 18th January 7pm. PCC confirmed that there would be no Drynkings and will join in Jubilee preparations. AP Cllr J Shelley to advertise – Clerk to confirm details.
2513. Highways Issues – Agreed to work together with Cranworth Parish over highways route issues. Village forum regard Mill Road AP 2481 Cllr Hewett/Cllr Turner to organise.
2514. Debrief following Remembrance Sunday – working group of Parochial Church/Parish Council and RBL to arrange next year's Remembrance Sunday.
2515. To discuss quote for Heritage Centre window repairs Proposed: Cllr Playford Seconded: Cllr Dewing – unanimous. AP Clerk to initiate.
2516. To discuss Heritage Centre – Chair read out Cllr Holman's report. Organise a working group going forward and organise a date for public meeting in New Year. Cllr S Shelley had done some research on digital resources. AP Clerk to organise public meeting.
2517. To note resignation of Shipdham Parish Council representative of Bullock Park Management Committee - noted. Chair thanked Cllr Secker for her hard work and support.
2518. To invite new Shipdham Parish Council representative to the Bullock Park Management Committee. Cllr Hewett proposed Cllr J Shelley now be Parish Council representative Seconded: Cllr Dewing.
2519. To discuss Swan Lane allotment site. No changes to allotment plots AP Clerk to write to contractor. Proposed: Cllr Hewett Seconded: Cllr Wordley. AP Clerk to check contracts and write to J Bayliss and allotment holders.
2520. To discuss reparation scheme for young offenders – Approved the scheme Proposed: Cllr Turner Seconded: Cllr Playford. AP Clerk to put together list and initiate.



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2521. **To discuss sending NALC model letter re Remote Meetings** Approved Proposed: Cllr Hewett Seconded: Cllr Playford AP Clerk to send letter.
2522. **To discuss request to change "School and Community Centre" sign.** AP Clerk to contact Highways.
2523. To note Defibrillator Check completed and The Circuit database updated - noted
2524. To receive and note Police and SNAP reports – none received.
2525. To receive Cllrs Reports
- Cllr Secker – thanked BDC re kitchen grant, pining needed in kitchen – in hand and outside lighting needs sorting. AP Clerk to speak to electrician.
- Cllr Dewing – Littler pick Clerk to write saying not to put themselves at risk. AP Clerk to write.
- Cllr Hewett – Shipdham Fair – Thanked the Parish Council for their contribution towards costs, raised approx. £1250.
- Cllr Smith – Swan Lane ditch AP Clerk to speak to Cllr Crane. AP Cllr Turner to speak to landowners re ownership.
- Cllr Playford – incident on wire covering over The Green. Ray Allen to paint with fluorescent paint.
- Swan Lane hedge cut request – AP Clerk to check previous notes.
- Thank you letters to be sent.
2526. To receive and note correspondence including any received after the preparation of the agenda.
To note weekly updates from Norfolk County Council - noted
To note updates from Thomas Bullock Church of England Primary Academy- noted.
To note updates from NALC -noted.
To note various correspondence with regard to Local Plan Review - noted.
To note NCC Budget Consultation for 2022/23 – noted.
To note Statement of Community Involvement Consultation runs 22nd Nov – 7th Jan – noted.
To note update re Letton Road ditch - noted.
To note Eon migrated to Npower Business Solutions – noted.
2527. Any matters for inclusion on the next agenda – Mindful Towns.
2528. To confirm the next meeting: 10th January 2022 7.30pm Meeting closed 8.35pm Chair wished all Cllrs a wonderful Christmas.