



SHIPDHAM PARISH COUNCIL



Chair: Carole Playford Clerk/RFO: June Smith

MINUTES OF THE PARISH COUNCIL MEETING HELD

13th June 2022 at WI HALL

Present: Cllrs: Playford (Chair), Hewett, Holman, Secker, Shelley, Smith, Wordley &
Clerk: June Smith.

14 Parishioners in attendance. The meeting opened at 7.30pm

Items in bold added after agenda was published.

- J Smith Parish Clerk
13/06/2022

- 2678. Apologies for absence – Cllr Turner and County Councillor Connolly.
- 2679. To note resignation of Cllr Dewing – Chair thanked her for her hard work and commitment.
- 2680. Declarations of Interest Cllr Smith & Cllr Secker re cheque payments. Although not a pecuniary interest Cllr Hewett declared an interest in the Park Estate land.
- 2681. To agree the Minutes of the meeting held on 9th May 2022 - The Minutes were agreed as a true and accurate record and signed by the Chair - unanimous from those who attended.
- 2682. Matters Arising for information only – Action Points All completed or in hand.
- 2683. Chairman's Actions – Village & Town Forum very informative and Chair thanked those who attended. Jubilee celebrations went extremely well and Chair thanked all those involved with a special thank you for Cllr Shelley for her input. Railings on The Green have been painted. Chair read out email from Places for People with regard to Chapel Street development and traffic management system for deliveries. Chair read out thank you letter from PCC with regard to help towards the cost of repair to Church clock.
- 2684. District Councillor Report – District funded events for Jubilee Celebrations inc Shipdham. Queens Jubilee Bursary grant scheme for students 16 years or older is continuing - contact Cllr Hewett or BDC direct (www.breckland.gov.uk/jubilee). Household Support Fund, giving aid to support people struggling with living costs extended to September 2022 (www.breckland.gov.uk/household-support-fund). Mobile Food Store is continuing to improve weekly. BDC owns 4000 small sites of no strategic value to Council, which they are selling. Shipdham Parish will always have prior knowledge of local sites.
- 2685. County Councillor Report – apologies sent.
- 2686. Items 22 re Mindful Towns – BDC gave overview – educating and training re mental health. Parish would need 5-7 representatives from groups and organisations. AP Cllr Wordley will reach out to the community to raise representatives. AP Cllr Wordley/Clerk to organise training.
- 2687. 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.*

Grass footpath on Mill Road Estate overgrown and contains hemlock. AP Clerk to report.

Allotment judging AP Clerk to initiate. Swan Lane allotments litter bin in carpark damaged. AP Clerk to ask handyman to repair.

Parking outside school. AP Cllr Hewett to request PCSO presence. Look into designated walking buses.

Planning application re The Grange 2nd time local resident have not been informed by BDC. AP Cllr Hewett will ask planning to contact resident to apologise.

2688. Routine Finance

To agree the following payments by cheque DOI Cllr Secker & Cllr Smith – Approved

13/06/2022	Clerk	Wages	£1081.37
13/06/2022	HMRC	PAYE & NIC	£104.14
13/06/2022	Clerk	Expenses	£177.97
13/06/2022	C Andrews	WI Hall Admin	£40.00
13/06/2022	D Nock	Cemetery Caretaker	£80.00
20/05/2022	Cartridge Save Ltd	Ink cartridges	£73.18
25/05/2022	SPS Print	Jubilee Banners	£306.00
17/05/2022	G Dyer	Paint fence and windows WI Hall	£330.00
22/05/2022	J Bayliss	Pest control	£96.00
30/05/2022	Glasdon UK Ltd	Dog Poo Bag Dispenser & Bags	£208.86
26/05/2022	Breckland Council	Commercial waste Bullock Park	£168.06
23/05/2022	Breckland Council	Commercial waste WI Hall	£168.06
20/05/2022	G Tufts & Son	Village Repairs	£27.00
07/06/2022	Z Nock	Various works at allotments and cemetery	£540.00



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To agree payment of the following invoices by D/D Approved - unanimous.

	Npower	Street Light - No bill as yet	TBC
15/05/2022	BT	Bill Account	£45.85 -£96.64
19/05/2022	Opus Energy	WI Electric Apr/May	£13.49
19/05/2022	Opus Energy	WI Gas Apr/May	£10.41
16/05/2022	BDC	Rates	£188.25
03/06/2022	Wave	WI Hall Water	£55.02
03/06/2022	Wave	Cemetery Water	£14.37
03/06/2022	Wave	Dereham Road Allotment Water In Credit	£39.76 Cr £4.73
03/06/2022	Wave	Watton Road Allotment Water	£11.18
03/06/2022	Wave	The Green Water	£11.18

To receive, note and sign bank account balances 31/05/2022 – noted and signed by Chair.

Community account	6072	£70,542.21
Church wall account	4380	£5,375.13
Saver Account	4570	£2,798.40
Street Light Account	7769	£9,721.62
WI Hall Account	5971	£10,466.64
Total Balances held		£98,904.00

2689. To confirm dates of the period for exercise of public rights Monday 13th June to Friday 22 July 2022 – noted.
 2690. 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/2022/0577/F	Proposed erection of 2 semi detached houses to the rear of Park Grange, Shipdham with associated parking and garden areas. Land to rear of Park Grange, High Street. Objection
3PL/2022/0583/F	Change of use from agricultural land to private equestrian use. Provision of new access track and stable block. Land off Church Lane to the North East of Wood Farm and Wood Court. No objection.
3PL/2022/0607/F	Erection of agricultural building for storage of dry baled straw. Grange Farm Access Road to Grange Farm No objection
3PL/2022/0638/HOU	Proposed single storey extension to front and rear (including conversion of garage) 17 Park Highatt Drive No objection.

Planning Decisions

3PL/2022/0474/HOU	Proposed single storey side extension to create bedroom and wet room. 1 Fen Folgate APPROVED
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Planning Appeals

APP/F2605/W/21/3271209	Molecatchers Cottage, Mill Road, Shipdham DISMISSED
APP/F2605/W/21/3285894	Molecatchers Cottage, Mill Road, Shipdham DISMISSED
APP/F2605/W/22/3290905	Demolition of old public house and retails. Full planning application for erection of 7 affordable dwellings, access and associated infrastructure of Chapel Street, Shipdham Old Waggon and Horses, Chapel Street.

2691. To receive and note Clerk's Report – noted.



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2692. BPMP – Cllr Shelley. To receive and note:
- a) Report from BPMP – Cllr Shelley gave an overview of the park usage. Successful Jubilee day with approx. 1200/1400 parishioners turned out and thanked Parish Council for grant and for all those who volunteered and turned out to the event. Cllr Shelley read email from Chair of BPMP re parking at the park.
 - b) Health & Safety update. Completed.
 - c) AGM postponed to Wednesday 6th July 7pm
 - d) To invite nominations for Shipdham Parish Council representative to join Bullock Park Management Committee. Cllr Holman offered to become second Parish Council representative. AP Clerk to inform BPMP.
2693. Highways Issues – Rangers Partnership arriving in village. Mill Lane pavement has been reported. Community speed group signage not visible due to grass verges AP Clerk to report. Inter-Village meeting scheduled for Friday 22nd July 10am. AP Clerk to invite other Parishes.
2694. Policy Reviews:
- a). Vexatious Correspondence Policy – adopted as amended - unanimous
 - b). CCTV Policy – adopted as amended - unanimous
2695. Heritage Centre Update – Cllr Shelley - 21st May was main clearance day with a good turn out from RBL & History Group. RBL getting quotes for decorating and another meeting is to be scheduled in the near future. AP Cllr Shelley to attend next RBL meeting.
2696. To consider Forsdyke additional inscription application for cemetery – approved – unanimous AP Clerk to approve.
- 2697. To discuss housekeeping and maintenance of cemetery.** Cllr Shelley - children cutting across cemetery from Lynda's Wood/The Dump, fence is intact with no litter or graffiti. Cemetery boundary has many gaps. AP Continue to monitor situation. AP Clerk to organise clearance of masonry and tile on cemetery hut and to ask caretaker to sweep out the hut.
2698. To discuss request to put flagpole at the Heritage Centre – Approved on condition it is a proper flag pole. AP Clerk to inform RBL.
2699. To discuss land at Park Estate and proposition that the PC purchase and keep as open space £5000. DOI Cllr Hewett. Vote to purchase 4 in favour / 2 against approved. AP Clerk to initiate.
2700. To discuss Mindful Towns (DW) moved above 2686.
2701. To consider quote for tree works around village – approved – unanimous. AP Clerk to initiate.
2702. To consider quote for street lighting column 5 year inspection and testing – approved – unanimous. AP Clerk to initiate.
2703. To consider NCC Electric Vehicle Charging Point initiative. Approved interest – unanimous. AP Clerk to register interest.
- 2704. To consider Gibbs memorial application for cemetery** – approved – unanimous. AP Clerk to approve.
- 2705. To consider £500 grant to Shipdham Spitfires towards camping and storage equipment** – approved – unanimous. AP Clerk handed grant to Shipdham Spitfires.
2706. To note Defibrillator Check completed – noted.
2707. To receive Cllrs Reports – for information only.

Cllr Secker - WI Hall hedging – Victory housing and quote for bottom. Railings Old School side have been knocked in.

Cllr Holman – mentioned parking at the shop has not improved. Asked about the pedestrian crossing being relocated which Cllr Hewett clarified.

Cllr Shelley – Hedging around village – AP Notice in Shipdham News and Clerk to write to resident on Mill Road. Thanked Scouts who have been litter picking around the village on a regular basis.

Cllr Smith – mentioned glass on allotments.

Cllr Hewett – Shipdham News entries.

2708. To receive and note correspondence including any received after the preparation of the agenda.
- To note monthly updates from Norfolk County Council (www.shipdham.org/parish-council/ncc-reports/) – noted.
- To note newsletters from Thomas Bullock Church of England Primary Academy – noted.
- To note NCC Local List for Validation of Planning Applications Consultation period ends Monday 11th July 2022 – noted.
- To note electricity rate increase for WI Hall supply – noted.
- To note grounds maintenance service email – no increase in costs for duration of contract – noted.
- To note NCC public survey around the Local Cycling and Walking Infrastructure Plan ran till 30th May – noted.
- To note two pupils from Thomas Bullock Primary School won the naming competition of the new housing development in Shipdham “The Old Coal Yard”** – noted.
2709. Any matters for inclusion on the next agenda. Heritage Centre update. Access to Old School Playing Field.
2710. To confirm the next meeting: 11th July 2022 Meeting closed 9.20pm