



# SHIPDHAM PARISH COUNCIL



Chair: Carole Playford Clerk/RFO: June Smith

## MINUTES OF THE PARISH COUNCIL MEETING HELD 14<sup>th</sup> December 2020 BY ZOOM VIRTUAL MEETING

Present: Cllrs: Playford (Chair), Dewing, Hewett (joining later), Secker, Shelley, Smith, Stolworthy, District Cllr Turner & Clerk: June Smith.

3 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  
14/12/2020

- 2204. Apologies for absence: Cllr Allum, Cllr Crane & Cllr Connolly
- 2205. Declarations of Interest: Cllr Secker re cheque payment.
- 2206. To agree the Minutes of the meeting held on 9<sup>th</sup> November 2020 – The Minutes were agreed as a true and accurate record and will be signed by the Chair at the next appropriate meeting. Proposed: Cllr Dewing  
Seconded: Cllr Smith - unanimous.
- 2207. Matters Arising for information only – Action Points all in hand or completed.
- 2208. To consider and decide on time specific matters received after the preparation of the agenda - Below the line item regarding recreational drug usage, possible dealing within the village.
- 2209. Chairman's Actions – Thanks to Parishioners who have helped throughout the year AP Clerk to write individual letters. Cllr Turner wanted to note the Church is planning a thank you service next year, when able. Chair welcomed Reverend Paul Cubitt. Chair thanked all Councillors and Clerk for their support and work.
- 2210. District Councillor Report – Nothing to add to BDC report circulated. Note Carol Service at All Saints Church Sunday 6pm.
- 2211. County Councillor Report - **Report Circulated**
- 2212. 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 before Friday 11<sup>th</sup> December 2020 12 noon.*

Included comments on Trap Lane item and planning. Parishioners are to speak at relevant points throughout the meeting.

Cllr Hewett joined the meeting.

- 2213. Routine Finance To agree the following payments by cheque Proposed: Cllr Dewing Seconded: Cllr Playford

14/12/2020	Clerk	Wages	£959.29
14/12/2020	HMRC	PAYE & NIC	£22.81
14/12/2020	Clerk	Expenses	£121.99
06/11/2020	J Bayliss	Pest Control	£44.40
16/11/2020	LogicRed	Website update	£300.00
13/11/2020	Great Melton Farms	Christmas Tree	£210.00
19/11/2020	M Secker	Tea Urn	£38.99
07/12/2020	D Nock	Cemetery Caretaker	£80.00
07/12/2020	D Nock	Churchyard memorial garden upkeep (yearly)	£300.00
<b>05/12/2020</b>	<b>R Clements &amp; Son Ltd</b>	<b>Fitting of light sensor to Pound Green footpath lighting</b>	<b>£264.00</b>

Note to ask J Bayliss to monitor mole situation within the cemetery.

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

02/11/2020	Eon	Street Light	£302.22
29/11/2020	BT	WI Hall – Error on bill to be credited	£137.12
18/11/2020	Opus Energy	WI Gas Oct/Nov	£0.57
18/11/2020	Opus Energy	WI Electric Oct/Nov	£11.50
			Credit -£14.64
15/11/2020	BDC	Rates	£117.00
03/12/2020	Wave	WI Hall	£50.58
03/12/2020	Wave	Dereham Road Allotments	£303.36
03/12/2020	Wave	Watton Road Allotments	£168.07



# SHIPDHAM PARISH COUNCIL



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03/12/2020	Wave	Standpipe Supply, The Green	£13.24
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To receive, note and sign bank account balances 30/11/2020 – noted.

Community account	6072	£44,226.33
Church wall account	4380	£4,075.13
Project A/c	2024	£0.05
Saver Account	4570	£47,795.04
Street Light Account	7769	£15,035.60
WI Hall Account	5971	£14,426.64
<b>Total Balances held</b>		<b>£125,558.79</b>

To note receipt of BACS of £237.50 allotment cash receipts – noted.

2214. Planning. To receive and consider Applications, Decisions and Appeals, including any received after the preparation of the agenda

a) Planning Applications: To note the following applications referred to the Planning Committee

3PL/2020/1229/F	Residential Development of 6 Single Storey Dwellings Land adjacent Fieldfare Loke, Shipdham Parishioners commented. Outside village boundary and the village has already met its housing target according to the current local plan. In favour: 2 Against: 5
3PI/2020/1270/F	New dwelling house The Laurels, 18 Market Street, Shipdham Time sensitive – no objection
3PL/2020/1354/HOU	Two storey side extension and erection of porch to front 3 Chapel Street, Shipdham No issues

b) Planning Decisions

3PI/2020/1061/F	Enlarge spring fed pond from 50 sq m to 100 sq m Spring Farm, Little Hale Road, Shipdham APPROVED
3OB/2019/0042/OB	Application to modify S106 of 3PL/2013/0095/O Chapel Street, Shipdham APPROVED
3PL/2020/1029/LB	Replacement timber windows to front elevation 25 Market Street, Shipdham APPROVED
3PL/2020/1040/F	Proposed change of use from Agricultural land to equestrian use with the erection of stables. Massingham Manor, High Street APPROVED
3PL/2020/1175/LB	Demolition of conservatory & erection of single storey extension to rear. Beech Farm, Thorpe Row APPROVED
3PL/2020/0977/O	Outline application for new dwelling inc. means of access Molecatchers Cottage, Mill Road WITHDRAWN
3PL/2020/1170/HOU	Proposed two storey side extension and single storey rear extension with air source heat pump 13 Townshend Place, Shipdham APPROVED

c) Planning Appeals - none

2215. Clerk's Report – To receive and note the Clerk's Report - noted

2216. BPMC – Cllrs Dewing and Secker. To receive and note:

- a) Report from BPMC – update from Chair circulated. **Complaints regarding dog fouling at Bullock Park.** AP Cllr Shelley to put notices on nextdoor/facebook, especially on football pitch. AP Cllr Hewett to put notice in Shipdham News. New BDC Animal Welfare Officer soon to be appointed, will do regular rounds. AP Cllr Turner to ask Dog Warden to make an onsite visit. AP Secretary to see if



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- CCTV camera can be moved, if so AP Cllr Shelley to design sign stating that the CCTV will be reviewed regularly and anyone caught will be prosecuted and ask Chair of Bullock Park to do more signage.
- b) Health & Safety update – all in order.
2217. To approve 2021/22 budget and precept request -Proposed: Cllr Hewett Seconded: Cllr Smith. AP Clerk to request precept and implement budget in April
2218. To approve Godfrey memorial application – Approved Proposed: Cllr Playford Seconded: Cllr Dewing
- 2219. To approve White memorial application. – Approved Proposed: Cllr Playford Seconded: Cllr Dewing**
2220. To note Defibrillator Check completed – noted.
2221. To receive and note Police and SNAP reports – circulated 12/11/20 &16/11/20 – noted.
2222. To receive Cllrs Reports

Cllr Dewing – Bench on Blackmore Row near footpath sign – decided against.  
Hedging on Fen Folgate/Mill Road Estate – Council unable to take any action.  
Quote for porch at WI Hall £785 approved – unanimous.  
Report drain cover outside Weathervane House. AP Clerk

Cllr Stolworthy – Land at Watton Road to be cleared – approved – unanimous. AP Cllr Stolworthy to approve.  
Allotment hedging quote of £200 approved – unanimous. AP Cllr Stolworthy to approve.  
COVID group to provide call to Parishioner highlighted as vulnerable. AP Cllr Turner

Cllr Secker – footpath sign at Parklands Estate moved to Lake side AP Clerk.

Cllr Hewett – Shipdham News requests. Editors have changed. Thank you to Sue Dewing and the team who distribute the booklets. All Market Towns have identified sites for vaccinations when ready.

Cllr Secker thanked Chair for supplying electricity for the lights on The Green.

2223. 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 thank you letter from Royal British Legion – noted.  
To note Regeneration Team E-Bulletin - noted.  
To note update from Amey re streetlight 10, High Street – noted AP Clerk to chase & speak to Cllr Connolly.  
To note Vattenfall in Norfolk – project update – noted.  
To note report from PC Gilluley regarding RTC on 19<sup>th</sup> November – noted.  
To note correspondence received regarding Trap Lane – Parishioner spoke regarding priority at junction and asked for Parish Council help change priorities to make junction safer. AP Contact to NCC.  
To note rate relief for Bullock Park granted till March 2023 – noted.
2224. Any matters for inclusion on the next agenda.
2225. To confirm the next meeting: Monday 11<sup>th</sup> January 2021. Chair wished everyone a Merry Christmas and Happy New Year and hoping for a better 2021.

## Below the line:

**Pursuant to s1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of drug usage, possible dealing within an area in village due to legal reasons. Reported to Police who are watching area. Urged all Councillors and Parishioners to report any new information to PC Gilluley or call 101**

Vice-Chair congratulated Chair for her work in this difficult year. Meeting closed at 9.15pm