



SHIPDHAM PARISH COUNCIL



Chair: Carole Playford Clerk/RFO: June Smith

MINUTES OF THE PARISH COUNCIL MEETING HELD 14th September 2020 BY ZOOM VIRTUAL MEETING

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

2 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
14/09/2020

Prior to the meeting there will be a presentation from New Chapter Village. **Cancelled.**

- 2124. Apologies for absence – Cllr Connolly, Cllr Allum, Cllr Woodrow Absent – Cllr Crane Cllr Worth
- 2125. Declarations of Interest - Cllr Smith & Cllr Shelley regarding allotments. Cllr Dewing regarding The Green.
- 2126. To agree the Minutes of the meeting held on 14th July 2020 – Circulated - The Minutes were agreed as a true and accurate record and will be signed by the Chair at the next appropriate meeting. Proposed: Cllr Stolworthy Seconded: Cllr Smith - unanimous. .
- 2127. Matters Arising for information only – Action Points – Clarification regarding Tree at Bullock Park, permission to trim by qualified surgeon, without compromise to the tree and placing cuttings in plantation - unanimous.
- 2128. To consider and decide on time specific matters received after the preparation of the agenda – none.
- 2129. Chairman's Actions – Thanked Cllrs for their input and help, especially with community issues such as COVID 19.
- 2130. District Councillor Report – Cllr Turner's report circulated; Cllr Hewett gave verbal update re Banham Poultry and change re Rule of 6. District Council has the reserves to cover these unprecedented times.
- 2131. County Councillor Report – weekly updates circulated
- 2132. 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 11th September 12 noon.**

Includes: Parishioner apologised if any offence was taken from Nextdoor comments re Central Garage. An explanation was given to what they were trying to establish. Cllr Hewett explained timeline: in 2017 planning permission granted included garage. Variations since then kept the application live. In 2019 new application which removed the garage was turned down – a decision subsequently maintained on appeal. However, the Landlord had given notice to tenant to vacate the premises, meaning the garage is closing. This is a personal dispute between the two parties, and the Council has no influence on the outcome.

Parishioners requested to see District Councillor Reports – AP Clerk to put on website with minutes.

- 2133. Routine Finance To agree the following payments by cheque – Proposed: Cllr Stolworthy Seconded: Cllr Playford. AP Clerk to see if any leeway with Biffa whilst in lockdown and double check strimming of allotments.

15/08/2020	Clerk	Wages	£1009.47
15/08/2020	HMRC	PAYE & NIC	£28.75
15/08/2020	Clerk	Expenses for July	£134.93
17/07/2020	Diocese Nor M Trust	School payment as approved July	£5,000.00
15/07/2020	John Larwood	Removing concrete etc at WI Hall	£120.00
23/07/2020	NALC	Training Courses for Clerk	£96.00
03/08/2020	James Bayliss	Pest Control	£147.60
15/08/2020	Shipdham Church Wardens	Shipdham News advertising	£350.00
15/08/2020	D Nock	Cemetery Caretaking	£80.00
15/08/2020	Z Nock	Strimming 6 x plots	£90.00
01/09/2020	TTSR	Ground Maintenance	£2,180.28
14/09/2020	Clerk	Expenses for August – includes WI Hall hand sanitiser machine & liquid	£244.90-
14/09/2020	Clerk	Wages	£959.29
14/09/2020	HMRC	PAYE & NIC	£22.81
08/09/2020	M Codling	WI Hall spraying	£25.00



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06/09/2020	D Nock	Cleaning of Bus Shelters & Cemetery Caretaking	£160.00
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a) To agree payment of the following invoices by D/D – Proposed: Cllr Dewing Seconded: Cllr Smith unanimous

16/07/2020	Eon	Street Light	£292.48
15/08/2020	Eon	Street Light	£302.22
15/07/2020	BT	WI Hall	£27.03
15/08/2020	BT	WI Hall	£32.76
18/06/2020	Opus Energy	WI Gas May/June	£0.00
03/07/2020	Opus Energy	WI Electric May/June	£32.26
19/07/2020	Opus Energy	WI Gas June/July	£0.57
19/07/2020	Opus Energy	WI Electric June/July	-£54.64 in credit
19/08/2020	Opus Energy	WI Electric July/August	£9.89
			-£44.75 in credit
19/08/2020	Opus Energy	WI Gas July/August	£0.00
15/07/2020	BDC	Rates	£117.00
15/08/2020	BDC	Rates	£117.00
21/08/2020	Biffa	Waste Disposal WI Hall & BP	£268.95

b) To receive, note and sign bank account balances at 01/09/2020 - noted

Community account	6072	£30,000.31
Church wall account	4380	£4,075.13
Project A/c	2024	£0.05
Saver Account	4570	£47,785.12
Street Light Account	7769	£15,033.52
WI Hall Account	5971	£14,823.91
Total Balances held		£111,718.04



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2134. 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/2020/0704/F	Conversion of Existing Garage to Dog Grooming Parlour 45 Parklands Avenue Time sensitive – no issues. This has been APPROVED.
3PL/2020/0501/D	Consultation Amendments re Highways Plans 32 Letton Road, Shipdham Time sensitive – no issues.
3PL/2020/0822/HOU	Proposed new access driveway Gurdon Farm, Blackmoore Row Time sensitive – no issues
3PL/2020/0840/HOU	Flat Roof infill structure to rear of property Point House, High Street Time sensitive – no issues This has been APPROVED
3PL/2020/0860/VAR	Variation of Condition No 2 on 3PL/2019/1395/F Street Farm, High Street Time sensitive – no issues although retrospective
3DC/2020/0143/DOC	Discharge of Conditions 7,11 & 13 Park Grange, High Street No issues
3PL/2020/0906/F	Residential Development for 23 no. dwellings and associated car parking and garages. Parfitt Nurseries, The Cricket Players, Old Post Office St. 3 pedestrian crossings are too many. Bradenham Road junction changes. Houses should adapt to the road. Development had permission for affordable houses – this application removes the affordable houses so no contribution towards the Parish i.e. S106 monies. Objection - Unanimous. District Cllr Turner left the meeting.
3PL/2020/0930/HOU	Demolish existing single storey element to rear and construct two storey and single storey extension to rear and construction of porch to front. 14 Letton Road No issues - unanimous
3PL/2020/0954/HOU	Proposed Garage/Cartlodge for Farmhouse Street Farm House, High Street No issues
3PL/2020/0676/F	Amended scheme – design and access changes 32/34 Letton Road, Shipdham No issue to extensions but objection to additional property as over development of site, as previously stipulated. – unanimous.
3PL/2020/0941/O	Erection of two new dwellings Russene, Chapel Street, Shipdham Objection - Overdevelopment of site

b) Planning Decisions

3PL/2020/0599/HOU	Proposed timber cart lodge/workshop/store 25 Market Street APPROVED
3PL/2020/0672/HOU	Proposed garage/cart lodge extension 10 Fieldfare Loke APPROVED
3PL/2019/1552/VAR	Variation of condition 5 & 6 of planning 3PL/2015/0562/F Land at Parklands Avenue APPROVED



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3PL/2020/0501/D	Reserved matters application for erection of two dwellings outline permission 3PL/2019/1368/O Letton Road site. APPROVED
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c) Planning Appeals

APP/F2605/W/20/3252383	Land at Church Lane, Shipdham Residential development of 6 dwelling houses.
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2135. Clerk's Report – To receive and note the Clerk's Report - noted
2136. BPMC – Cllrs Dewing and Secker. To receive and note:
- a) Report from BPMC – Carpeting down and pavilion re-decorated. Football and Kick Boxing back. Floodlights are in hand for September October and Trees from Woodland Trust to be planted. No news on Shared Access. Cameras cleaned and repositioned for better visibility. 2 x ASBO's issued at BP.
 - b) Health & Safety update – Basketball back board – AP Clerk to ask M Lodge.
2137. To approve allotment rental and allotment holders' letter re payment of rentals DOI from Cllr Shelley & Cllr Smith – keep rental same Proposed: Cllr Stolworthy Seconded: Cllr Dewing – AP Letters to be sent.
2138. To discuss rental of Watton Road Land – terminating the contract 28 days notice. Unanimous. AP Cllr Stolworthy to get quote for clearing site – knotweed treatment ended.
2139. To discuss re-opening of WI Hall – given the current Government guidelines it was decided to postpone the re-opening – unanimous.
2140. To approve permission for usage of The Green to hold fundraising cake stall – DOI from Cllr Dewing Proposed: Cllr Smith Seconded: Cllr Shelley – unanimous
- 2141. To discuss Market Street footpath. Take down the Ash Trees AP Clerk to meet with Tree Surgeon on site Proposed: Cllr Playford Seconded: Cllr Dewing AP Clerk to arrange.**
- 2142. To arrange date for New Chapter Villages presentation – 7pm 28th September 2020.**
2143. To note Defibrillator Check completed – noted.
2144. To receive and note Police and SNAP reports – circulated 17/07/2020 & 24/08/2020 and to note 2 ASBO's served at Bullock Park -noted.
2145. To receive Cllrs Reports

Cllr Secker – Glebe House trees AP Cllr Hewett Conway House, Post Office Street - white lines AP Clerk to contact Highways and Old Post Office Street sign damaged AP Clerk to report. Replacing Church gate at Ponders end to go on PCC/PC agenda. Street light number 10, next to Golden Dog not working. AP Clerk to report. One of the Jubilee trees has died – Cllr Hewett had reported this to BDC.

Cllr Stolworthy – Hedge cutting on Dereham Road – AP Clerk to check TTSR contract. AP Cllr Stolworthy to get quote to clear ditch. Light on road sign at Golden Dog/Cedar House AP Clerk to report.

Cllr Smith – Pound Green to Chapel Street hedge cuttings on footpath – AP Note in Shipdham News. Hedging around Park Grange AP Cllr Stolworthy to contact.

Cllr Dewing – Tree on roundabout at School. AP Cllr Dewing to trim tree so grass and be cut.

Cllr Shelley – Claylands sign on Pound Green – AP Clerk to contact C Tilley.

Cllr Hewett – Parish page information. Editor from Shipdham News asking for articles to be submitted. AP Cllr Playford to forward correct details for Drs Surgery.

2146. To receive and note correspondence including any received after the preparation of the agenda. Ongoing correspondence with regard to COVID-19 updates from Breckland District Council, Norfolk County Council & NALC – noted.
To note enforcement notice to 3A Wood Court, Church Lane, Shipdham issued – noted.
To note S106 Funding for tables at WI Hall noted AP Clerk to purchase – Put 10 old tables in storage AP Cllr Secker to ask John Larwood to store them.
Application for memorial was approved by majority email - noted.
2147. Any matters for inclusion on the next agenda.
2148. To confirm the next meeting: Monday 12th October 2020. 21.15pm