



# SHIPDHAM PARISH COUNCIL



Chair: Carole Playford Clerk/RFO: June Smith

## MINUTES OF THE PARISH COUNCIL MEETING HELD

14<sup>th</sup> February 2022 at WI HALL

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

9 Parishioners in attendance. The meeting opened at 7.30pm

### MINUTES Items in bold added after agenda was published

J Smith Parish Clerk  
14/02/2022

Prior to the meeting Shipdham Parish Council held a minute's silence in respect of the late Julie Nock.

- 2554. Apologies for absence: Cllrs Holman & Secker Absent: Cllr Crane
- 2555. Declarations of Interest: Cllr Wordley re Shipdham FC grant – requested dispensation to discuss but not vote – agreed unanimously. Cllr Turner re cheque payments.
- 2556. To agree the Minutes of the meeting held on 10<sup>th</sup> January 2022 - The Minutes were agreed as a true and accurate record and signed by the Vice-Chair. Proposed: Cllr Hewett Seconded: Cllr Smith - unanimous from those who attended.
- 2557. Matters Arising for information only – Action Points – in hand
- 2558. To consider and decide on time specific matters received after the preparation of the agenda - none
- 2559. Chairman's Actions – Reminder of Media Policy, be aware of what Cllrs say in the public eye.
- 2560. District Councillor Report.  
All waste collectors, Inc. private scrap, around area need waste licence – your duty to check they have one.

Breckland Mobile Food Store – starting with a year's trial, giving people change to purchase food at discounted prices, situated at Bullock Park from April on a Wednesday morning.

Village Forum on 12<sup>th</sup> February included:

Mill Road - discussed making Mill Road one way from A1075 – may include 20mph zone around Pound Green, Townsend Place - County Councillor to get involved.

Housing Issues

Heritage Centre – Parishioner's keen to see it open. Cllr Shelley to set up working committee to work on refurbishment and way forward.

- 2561. County Councillor Report – weekly reports received and on website.
- 2562. 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: The Grange development and works. AP Cllr Hewett happy to go around.

Rats at Watton Road allotments. AP Clerk to chase J. Bayliss

Waggon and Horses application.

Sprouts pre-school introduced themselves to the Cllrs and Parishioners and advised to place an advert in Shipdham news.

- 2563. Routine Finance  
To agree the following payments by cheque DOI Cllr Turner Proposed: Cllr Hewett Seconded: Cllr Smith - unanimous

14/02/2022	Clerk	Wages	£959.89
14/02/2022	HMRC	PAYE & NIC	£56.03
14/02/2022	Clerk	Expenses	£305.48
14/02/2022	C Andrews	WI Hall Admin	£40.00
01/02/2022	S Craddock	WI Hall Cleaning	£40.00
14/02/2022	D Nock	Cemetery Caretaker	£80.00
16/01/2022	ICO	GDPR/ Data Protection renewal	£40.00
18/01/2022	M Bayliss	WI Hall Repairs	£62.72
22/01/2022	J Bayliss	Pest Control	£170.40
02/02/2022	TPI Security	Camera installation at Church Wall	£300.00
31/01/2022	Cartridge Save	Printer <b>Ink Refund</b>	£188.15 <b>-£139.80</b>
			<b>To Pay £48.35</b>



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08/02/2022	L Turner	Sundry expenses re Forum/Highways meetings	£25.22
08/02/2022	M Lodge	Repairs at WI Hall	£40.00

To agree payment of the following invoices by D/D Proposed: Cllr Hewett Seconded: Cllr Shelley – unanimous.

06/01/2022	Npower	Street Light	£370.73
15/01/2022	BT	WI Hall	£22.34
19/01/2022	Opus Energy	WI Electric Dec/Jan	£26.69
19/01/2022	Opus Energy	WI Gas Dec/Jan	£52.95
17/01/2022	BDC	Rates	£135.00

To receive, note and sign bank account balances 31/01/2022 – noted and signed by Chair

Community account	6072	£50,305.72
Church wall account	4380	£5,375.13
Saver Account	4570	£2,798.32
Street Light Account	7769	£9,721.38
WI Hall Account	5971	£10,999.44
<b>Total Balances held</b>		<b>£79,199.99</b>

2564. To note Quarter 3 Budget Report – noted.

2565. Planning. To receive and consider Applications, Decisions and Appeals, including any received after the preparation of the agenda

## Planning Applications

3PL/2022/0036/HOU	Conversion of garage & first floor extension above the garage, front porch extension, convert conservatory to extension, internal alterations. 14 Townshend Place, Shipdham No objection
3PL/2022/0066/F	Conversion of existing building to provide 9 self-contained dwelling units The Beeches, Mill Road No objection but raise parking issues
3PL/2022/0082/F	Proposed single storey dwelling and garage Sun Ville, Little Hale Road Outside the village boundary – met housing quota Objections same as last application.
3PL/2022/0057/F	Demolition of old public house and retail and erection of 7 affordable dwellings, access and associated infrastructure. Old Waggon and Horses, Chapel Street No objection
3PL/2021/1632/F	Conversion of Existing Barns to create 3 single storey dwellings. Gurdon Farm, Blackmoor Row Amended plans – highways details added. No issues

## Planning Decisions

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. APPROVED
3PN/2021/0058/UC	Conversion of agricultural building into one dwelling. Mount Pleasant Farm, Carbrooke Lane PRIOR APPROVAL IS GIVEN

## Planning Appeals - none

2566. Clerk's Report – To receive and note the Clerk's Report – noted.

2567. BPMC – Cllr Dewing. To receive and note:

- Report from BPMC – update from Chair circulated – Meeting 22<sup>nd</sup> February.
- Health & Safety update.
- Next Queen's Jubilee Preparations meeting 22<sup>nd</sup> February at Bullock Park 7.30pm



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2568. Highways Issues – 18<sup>th</sup> March joint Parish Council meeting with representatives from Garvestone, Reymerston and Thuxton PC, Cranworth PC, Bradenham PC, Breckland, Highways & County Councillor to discuss highways issues.
2569. Policy Reviews:  
a) Equality Policy – insert members/volunteers  
b) Media Policy – update with social media
2570. Heritage Centre Update – written to RBL asking their intentions. Positive reaction at the village forum. Cllr Shelley to set up working group with interested parties and organise refurbishment going forward. Still awaiting date for window repairs.
2571. Approve quote for WI Hall fence/windows painting. Proposed: Cllr Dewing Seconded: Cllr Smith - unanimous. AP Clerk to approve.
2572. Approve funding towards Queen's Jubilee Preparations. £400 left over from Christmas Fayre monies Proposed: Cllr Shelley Seconded: Cllr Dewing - unanimous
2573. To confirm Community Litter Pick – Sat 28<sup>th</sup> May – Clerk to inform Schools/Scouts Advertise in Shipdham News. Cllr Hewett proposed budget of £100 towards equipment Seconded: Cllr Wordley - unanimous. AP Clerk to initiate and purchase equipment nearer time.
2574. To approve pre-renewal questionnaire re Insurance – unanimous. AP Clerk to approve.
2575. To discuss Shipdham Knights FC application – DOI Cllr Wordley Approve grant Proposed: Cllr Hewett Seconded: Cllr Turner - unanimous. AP Clerk to initiate.
2576. To discuss dog fouling around village – name and shame and report to dog warden. Purchase mix of two signs x 10 and 2 x bins. Proposed: Cllr Turner Seconded: Cllr Wordley. Notice in Shipdham News. CCTV at Bullock Park being randomly moved and reviewed. AP Clerk to purchase signage & bins.
2577. To discuss memorial bench on Market Street footpath. Proposed: Cllr Dewing Seconded: Cllr Smith Situated on unusable site 12b. AP Clerk to approve.
- 2578. To approve Malt memorial application** Proposed: Cllr Turner Seconded: Cllr Dewing – unanimous AP Clerk to approve.
2579. To note Defibrillator Check completed – noted.
2580. To receive and note Police and SNAP reports – circulated 1<sup>st</sup> February. Next meeting 6<sup>th</sup> April 7pm.
2581. To receive Cllrs Reports

Cllr Dewing – Mill Road hedge.

Cllr Hewett – Shipdham News. Reminder of change of bin collection day – every household will be notified.

Cllr Shelley – Fen Folgate dumping of cuttings – not Parish land.

2582. 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 grass cutting responsibilities have changed from BDC to NCC – noted.  
To note Breckland Landscape and Settlement Character Assessment workshops 23<sup>rd</sup> February -noted.
2583. Any matters for inclusion on the next agenda.
2584. To confirm the next meeting: 14<sup>th</sup> March 2022 7.30pm.
- 2585. 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, the Press and Public leave the meeting during the discussion with regard to Cllr Crane.**

Meeting closed at 9pm