



SHIPDHAM PARISH COUNCIL



Chair: Carole Playford Clerk/RFO: June Smith

MINUTES OF THE PARISH COUNCIL MEETING HELD

14th March 2022 at WI HALL

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

12 Parishioners in attendance. The meeting opened at 7.30pm

MINUTES Items in bold added after agenda was published

J Smith Parish Clerk
14/03/2022

- 2586. Apologies for absence: Cllrs Hewett, Wordley & County Cllr Connolly
- 2587. Declarations of Interest: Cllr Secker re cheque payments and planning 3PL/2022/0101/F.
- 2588. To agree the Minutes of the meeting held on 14th February 2022 - The Minutes were agreed as a true and accurate record and signed by the Chair. Proposed: Cllr Shelley Seconded: Cllr Smith - unanimous from those who attended.
- 2589. Matters Arising for information only – Completed or in hand.
- 2590. To consider and decide on time specific matters received after the preparation of the agenda – none.
- 2591. Chairman's Actions – Chair read out thank you letter from All Saints Church for the Christmas Street Fair grant. Chair had received a Shipdham Twinning Assoc invite, but was unable to attend due to work commitments. Cllr Shelley happy to attend on behalf of the Parish Council.
- 2592. District Councillor Report – Bin collection dates changing. Food Bus going ahead in April Wednesdays 10-11am at Bullock Park. Grants for community groups from Breckland available for Jubilee events later in year
- 2593. County Councillor Report – not at meeting.
- 2594. 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.*

None

2595. Routine Finance

To agree the following payments by cheque DOI Cllr Secker Proposed: Cllr Smith Seconded: Cllr Dewing – unanimous.

14/03/2022	Clerk	Wages	£959.89
14/03/2022	HMRC	PAYE & NIC	£56.03
14/03/2022	Clerk	Expenses	£120.00
14/03/2022	C Andrews	WI Hall Admin	£40.00
01/03/2022	S Craddock	WI Hall Cleaning	£40.00
14/03/2022	D Nock	Cemetery Caretaker & Bus shelters	£160.00
14/03/2022	Gallagher Insurance	Parish Council Insurance	£3,044.32
26/02/2022	J Bayliss	Pest control Allotment sites	£86.40
01/03/2022		Pest control Cemetery	£164.40
01/04/2022	NALC	Annual Subscription	£374.29
07/03/2022	Shipdham Knights FC	Grant as per minute 2575	£500.00

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

15/02/2022	Npower	Street Light - No bill as yet	
	BT	WI Hall credit note	-£272.22
		Bill	£41.94
		Account	-£230.28
16/02/2022	Opus Energy	WI Electric Jan/Feb	£34.84
16/02/2022	Opus Energy	WI Gas Jan/Feb	£54.76
03/03/2022	Wave	The Green Water	£10.86
03/03/2022	Wave	Watton Road Allotment Water	£9.37
03/03/2022	Wave	Dereham Road Allotment Water Credit	£-44.49
03/03/2022	Wave	WI Hall Water	£58.16
03/03/2022	Wave	Cemetery Water	£10.86

To receive, note and sign bank account balances 28/02/2022 – noted and signed by Chair

Community account	6072	£48,201.71
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Church wall account	4380	£5,375.13
Saver Account	4570	£2,798.34
Street Light Account	7769	£9,721.38
WI Hall Account	5971	£10,832.81
Total Balances held		£76,929.37

2596. 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/2022/0101/F	Erection of a workshop for vehicle and agricultural machinery repairs (Commercial use) and external works. Land of Shipdham Road DOI Cllr Secker left the room. Agricultural land, concerns with access, amenities on site, contamination. Objection - unanimous Cllr Secker re-joined the meeting.
3PL/2022/0207/HOU Consultation amendments	Proposed conversion of existing garage to bedroom with window to front of property and new proposed garage building in front garden. Trelaine, 68 Bradenham Road. Amendment: Garage to front removed. No Objection - unanimous
3PL/2022/0213/O	Outline planning application for new dwelling. 68 Market Street, Shipdham No objection - unanimous
3PL/2022/0145/F	Demolition of existing house & erection of 11 dwellings. 5 Market Street, Shipdham Concerns of over development, boundary issues, traffic issues, visibility, SPC have already exceeded housing quota. Objection – unanimous.

Planning Decisions

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 APPROVED
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Planning Appeals

APP/F2605/W/21/3286485	Erection of detached dwelling Weathervane Farm, Dereham Road, Shipdham
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2597. To receive and note Clerk's Report – noted.

2598. BPMC – Cllr Dewing. To receive and note:

- Report from BPMC – first grass cut had been completed.
- Health & Safety update – checks all okay.
- Next Queen's Jubilee Preparations meeting 6th April Bullock Park Pavilion 7pm – noted.
- To discuss planting Jubilee Tree on The Green Proposed; Cllr Dewing Seconded: Cllr Turner – unanimous. AP Clerk to organise later in year.

2599. Highways Issues – 4 Parish Councils meeting Friday with Highways and County Council. Traffic lights around Church need to be placed correctly in future.

2600. Policy Reviews:

- Equality Policy – as amended. Approved Proposed: Cllr Shelley Seconded: Cllr Dewing – unanimous.
- Media Policy – as amended. Approved Proposed: Cllr Shelley Seconded: Cllr Dewing – unanimous.

2601. Heritage Centre Update – Communication from RBL was read out. RBL want to carry on and have invited other groups to share. History Group spoke. Ask History Group to lay down their proposal/intensions/costings for working group. AP lease agreement going forward. Proposed: Cllr Shelley Seconded: Cllr Turner. AP Clerk to organise lease going forward.

2602. To approve training session for Councillors & Clerk – Wednesday 30th March 7pm. Approved Cllr: Turner Seconded: Cllr Shelley AP Clerk to organise session – to included planning presentations.

2603. To appoint Internal Auditor. Proposed: SCS Accounting Cllr Turner Seconded: Cllr Dewing -unanimous.



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2604. To discuss £500 grant application for Shipdham Preschool to contribute towards forest school training for a staff member. Approved Proposed: Cllr Dewing Seconded: Cllr Secker - unanimous
2605. To discuss parking around school – discussion took place but noted not much we can do. School are being very pro-active.
2606. To discuss request to place memorial bench on The Green. Approved Cllr: Turner Seconded: Cllr Holman Parish Council to provide concrete base. AP Clerk to approve with applicants and organise concrete base.
2607. To appoint Cllr Shelley as bank signatory. Approved Proposed: Cllr Turner Seconded: Cllr Dewing – unanimous. AP sign mandates and initiate.
2608. To approve Ravencroft Tree Survey fee proposal. Approved Proposed: Cllr Smith Seconded: Cllr Dewing – unanimous. AP Clerk to initiate.
2609. To discuss request to reduce height of oak tree at Market Street/Allotment footpath site – Approved Proposed: Cllr Dewing Seconded: Cllr Turner – done by qualified professional. AP Clerk to approve.
2610. To note Defibrillator Check completed – noted.
2611. To receive and note Police and SNAP reports (www.shipdham.org/parish-council/snap-police-reports/) – noted.
2612. To receive Cllrs Reports

Cllr Dewing – holding cake stall on 26th March within Church porch for Ukraine fund.

Cllr Secker – Cllr Secker will replace the shrubs in tubs on The Green.

Cllr Playford – Note from resident re church clock not working. AP Clerk to write to PCC Secretary.

Cllr Turner – new Vicar will be installed as Team Vicar on 26th April.

2613. To receive and note correspondence including any received after the preparation of the agenda.
To note weekly 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 Norfolk Local Access Forum volunteer vacancies applications by 25th March 2022 – noted.
To note newsletters and training dates from NALC – noted.
To note Openreach replacement of 4 poles along Blackmoor Row – noted.
To note receipt of Clerks & Councils Direct – noted.
2614. Any matters for inclusion on the next agenda.
2615. To confirm the Annual Meeting of the Parish followed by April Parish meeting: 11th April 2022 meeting closed 8.45pm