



SHIPDHAM PARISH COUNCIL



Chair: Carole Playford Clerk/RFO: June Smith

MINUTES OF THE PARISH COUNCIL MEETING HELD

14th November 2022 at WI HALL

Present: Cllrs: Playford (Chair), Belo, Chaplin, Cross, Hewett, Shelley, Smith, Turner & Wordley

14 x Parishioners in attendance. The meeting opened at 7.30pm

Items in bold added after agenda was published.

Lynda Turner

14/11/2022

Prior to the meeting the Chair presented the best allotment shield to the winner.

- 2794. Apologies for absence: Clerk due to family emergency Cllr Turner to take minutes, Cllr Holman and County Cllr Ed Connolly.
- 2795. To welcome new Councillors Rose Chaplin, Paul Belo & Derek Cross - signed Acceptance of Office forms
- 2796. Declarations of Interest. Cllrs Smith regarding cheque payments.
- 2797. To agree the Minutes of the meeting held on 10th October 2022 - The Minutes were agreed as a true and accurate record and signed by the Chair - unanimous from those who attended.
- 2798. Matters Arising for information only – Action Points
- 2799. Chairman's Actions – Chair thanked Cllrs Shelley and Holman, together with the RBL for their sterling work at the Heritage Centre.
- 2800. District Councillors Report - Cllrs Turner and Hewett updated the meeting on Breckland matters, including the call for sites, ongoing nutrient neutrality affect, avian flu, mis reporting in press re possible sale of Barnham Broom Golf Club
- 2801. County Councillor Report – report on website.
- 2802. 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.*

Query over grass cutting in Mill Road Estate – SPC to manage it

Questions in regard to Thomas Bullock Trust – Cllr Wordley responded

Question asked if Shipdham would have a Neighbourhood Plan – Cllrs Hewett and Turner responded – and confirmed a budget allowance had been made.

2803. Routine Finance

To agree the following payments by cheque DOI Cllr Smith – Payments approved.

14/11/2022	Clerk	Wages	£1000.68
14/11/2022	HMRC	PAYE & NIC	£66.69
01/11/2022	Clerk	Expenses	£201.02
01/11/2022	C Andrews	WI Hall Admin	£40.00
01/11/2022	D Nock	Cemetery Caretaker	£160.00
20/10/2022	T Wale	WI Hall Cleaning	£40.00
06/10/2022	Ashill Fire Protection Ltd	Annual service and replacement extinguisher	£153.60
06/10/2022	J Bayliss	Pest control	£100.80
06/10/2022	PVH Carpentry Services Ltd	Works at Heritage Centre	£825.18
01/11/2022	RBL	Donation	£150.00
24/10/2022	LogicRed	Web Hosting	£99.00
26/10/2022	Ian Cottingham	Works at Heritage Centre final balance	£640.00
01/11/2022	Spire Solicitors	Completion figure for Park Estate	£7,750.00
31/10/2022	TTSR Ltd	Grounds Maintenance	£2,318.29
04/11/2022	NARS	Donation	£50.00
01/11/2022	SPS Print	Heritage Centre signage x 2	£357.00
11/11/2022	Z Nock	Swan Lane ditch clearance	£450.00

To agree payment of the following invoices by D/D – Payments approved.

03/11/2022	Npower	October Street Lighting	£276.46
15/10/2022	BT	Bill	£33.54
19/10/2022	Opus Energy	WI Electric Sep/Oct	£31.49
19/10/2022	Opus Energy	WI Gas Sep/Oct	£20.81
15/10/2022	BDC	Rates	£187.00

To receive, note and sign bank account balances 31/10/2022 – noted and signed by Chair.



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Community account	6072	£70,553.05
Church wall account	4380	£5,375.13
Saver Account	4570	£2,798.50
Street Light Account	7769	£9,725.35
WI Hall Account	5971	£9,846.66
Total Balances held		£98,298.69

2804. To receive and note quarter 2 accounts – noted.

2805. 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/2022/1046/F	<p>Proposed residential development of 105 units with a split tenure of affordable and shared ownership. Old Waggon and Horses, Chapel Street.</p> <p>Cllrs Hewett, Turner and Smith had attended Old Coal Yard site visit with Breckland Planner earlier in day. Were satisfied that works so far were in line with planning applications approved.</p> <p>The Parish Council has no objection to the increase from 90 – 105 dwellings and actively supports the provision of more affordable and shared ownership dwellings particularly for local people. They do wish to register an interest in forthcoming S106 monies generated from the whole site, to be used for sport and recreation in the village, at Bullock Park, which serves the whole village.</p>
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Planning Decisions

3PL/2022/1013/VAR	<p>Amendment of site layout drawing to move footprint of new dwelling away from boundary. The Laurels, 18 Market Street APPROVED</p>
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Planning Appeals - none

2806. To receive and note Clerk's Report- noted.

2807. BPMC - To receive and note:

- Report from BPMC – 12 people completed first aid training session.
- Health & Safety update – up to date.
- To discuss multi ability play roundabout quote - net cost with discount £13,399.50 including installation and paved accessway. Agreed in principle to make financial contribution, for next agenda.
- To discuss BP Defib spare pads – agreed to purchase spare set.

2808. Highways Issues – discussion regarding recent road closure of A1075 and its difficulties mainly due to inadequate signage. Thanks given to those who helped during the week. Cllrs Hewett, Turner and Connolly had expressed formal concerns to Highways.

Cllr Turner confirmed that part of Mile Road near the Airfield Industrial Estate, junction with High Common would be closed 28th November – 5th December.

2809. Policy Reviews:

- Travel & Expenses Policy - approved
- Training Policy – change wording “encourage” to “expected” - approved

2810. Heritage Centre Update - very successful opening day with 75 visitors on the 5th Nov, 9 on 6th, and 14 on 13th - press coverage and community library especially popular. Donations of £108 – Clerk to look into setting up account. Board with opening times to be placed, volunteers needed for Committee and rotas and continued open invitation for other groups to join in. Cllr Shelley proposed that Shipdham Parish Council take on running costs (electricity etc) going forward AP Clerk to put on agenda, hope to get a Wi Fi hotspot system installed AP Cllr Holman to look into costs. Thanks to Cllr Hewett for loan of de-humidifier. Parish Council send their best wishes to Bill Fawcett and Barry Allum (RBL) for a speedy recovery.

2811. Parochial Church Update – still waiting for faculty for clock, Cllr Turner would raise issue of protective matting which still needed to be installed at PCC meeting, grant received of £2000 for heating church “Wednesday Warm Spot”, Clerk and Cllr Turner had met with the contractor who installed the footpath through the



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churchyard, as parts wearing thin, awaiting written confirmation of what they are prepared to do/advise.
Suggestion for next agenda to provide third flagpole for churchyard to fly American flag.

- 2812. To discuss Community Response Plan - Agreed to stand down the existing Shipdham Community Emergency Committee.
- 2813. To discuss Community Allotment Site (LT) – agreed to release spare allotment space for use by the Community under direction of Nicky Creed – AP Clerk to confirm once space available.
- 2814. To discuss water points Swan Lane Allotment Site (SS) – agreed to fund purchase of parts for another tap at Swan Lane £75.00 AP Clerk to initiate.
- 2815. To discuss pedestrian crossing A1075 Letton Road/Eastgate – although highly unlikely to be achieved, agreed to write to Highways requesting pedestrian crossing at Letton Road/Eastgate (following request from resident). AP Clerk to write to highways.
- 2816. To discuss proposed electric overhead line at Birds Corner, Shipdham – no objection AP Clerk to complete UK Power Network form.
- 2817. To consider quote for WI Hedge – approved
- 2818. To consider quote for Allotment Clearing - approved
- 2819. To consider joining NALC gov.uk email pilot scheme** – agreed to join pilot scheme. AP Clerk to initiate.
- 2820. To note Defibrillator Checks completed – noted.
- 2821. To receive Cllrs Reports – for information only.

Cllr Smith – Items for Parish page in Shipdham News. SAM2 signs have been relocated.

Cllr Shelley – dogs loose on Park Estate bridleway AP Cllr Shelley to report to dog warden.

Cllr Wordley to pursue Mindful Towns status.

- 2822. To receive and note correspondence including any received after the preparation of the agenda.
 - To note newsletter from Norfolk County Council which can be read on our website – noted.
 - To note newsletters from Thomas Bullock Church of England Primary Academy – noted.
 - To note updates from NALC – noted.
 - To note letter from George Freeman regarding Avian (Bird) Flu – noted.
 - To note temporary road closure 23rd to 25th November at Old Post Office Street – noted.
 - To note receipt of the Clerks & Councils Direct – noted.
 - To note Park Estate Transfer and Overage Deeds authorised by email and signed by Chair and Vice-Chair – noted.
 - To note receipt of precept request and election costs for budget – noted..
- 2823. Any matters for inclusion on the next agenda – flagpole for churchyard, contribution towards multi ability roundabout, Mindful Towns update, Heritage Centre running costs.
- 2824. To confirm the next meeting: 12th December 2022 Meeting closed 9pm.