



SHIPDHAM PARISH COUNCIL



Chair: Carole Playford Clerk/RFO: June Smith

MINUTES OF THE PARISH COUNCIL MEETING HELD 14th October 2019 IN THE WI HALL

Present: Cllrs: Hewett (Vice-Chair), Allum, Crane, Dewing, Shelley, Stolworthy & District Cllr Turner
Clerk: June Smith.

14 Parishioners in attendance. The meeting opened at 19.30

(items in bold added after agenda was published)

- J Smith Parish Clerk
14/10/2019

- 1918. Apologies for absence – Cllr Playford, Cllr Smith, Cllr Secker, Cllr Woodrow, Cllr Worth & County Cllr Connolly. Meeting chaired by Vice-Chair
- 1919. Declarations of Interest – Cllr Crane re Planning
- 1920. To agree and sign the Minutes of the meeting held 9th September 2019 – It was discussed that Cllr Woodrow had contacted the Clerk with a different recollection of the voting numbers and had expressed that he voted against on minute point 1910 but this did not change the verdict as acting Chair had casting vote. Other members concurred with the minutes as presented. The Minutes were agreed as a true and accurate record and signed by the Vice-Chair. Proposed: Cllr Stolworthy Seconded: Cllr Shelley
Unanimous
- 1921. Matters Arising for information only – Action Points – All completed or in hand
- 1922. To consider and decide on time specific matters received after the preparation of the agenda – none received.

Old Post Office Street (as discussed in Parishioners Questions) – AP Cllr Turner & Cllr Hewett to lodge objection and go back to planning committee.

- 1923. Chairman's Actions – No report
- 1924. District Councillor Report – Report on file. Councillor Lynda Turner verbally presented.
- 1925. County Councillor Report – no report.
- 1926. 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.*

Including: White traffic lines by The Green.

Cricketers development and Old Post Office Street – refer to agenda item 1922 & 1928. Trapp Lane development and church wall changes. C Tilley showed Parishioners the proposed changes. Parishioner mentioned Enhancement Project. Parishioner expressed that works recently done on Church Wall on the A1075 opposite the vicarage were disgraceful.

- 1927. Routine Finance To agree the following payments by cheque Proposed: Cllr Stolworthy Seconded: Cllr Dewing

14/10/2019	J Brown	WI Hall Cleaning	£36.00
14/10/2019	C Andrews	WI Hall Admin	£40.00
14/10/2019	Clerk	Wages	£950.53
14/10/2019	HMRC	PAYE & NIC	£67.88
14/10/2019	Clerk	Expenses for September	£160.98
13/09/2019	PKF Littlejohn LLP	External Audit Fees	£360.00
11/09/2019	J Bayliss	Pest Control	£39.60
10/09/2019	LogicRed	Website updates	£30.00
23/09/2019	NPTS	Finance Training	£45.00
14/10/2019	J Gibb	H&S Checks Honorarium	£130.00
16/09/2019	Roger Norton	Bullock Park tree works	£6,384.00
30/09/2019	TT Jones	Street Light Maintenance	£239.78
12/10/2019	D Nock	Clearing Bullock Park	£50.00
12/10/2019	D Nock	Cemetery Caretaker	£80.00

- a) To agree payment of the following invoices by D/D Proposed Cllr: Stolworthy Seconded: Cllr Dewing

15/09/2019	Eon	Street Light	£302.78
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15/09/2019	BT	WI Hall	£32.52
18/09/2019	Opus Energy	WI Gas	£8.07
18/09/2019	Opus Energy	WI Electric Credit currently	£20.68 -£42.71
15/09/2019	BDC	Rates	£100.00
23/09/2019	Biffa	WI/BP Waste	£249.29
03/09/2019	Wave	Water re Watton Road Allotments	£46.05
03/09/2019	Wave	Water re Dereham Road Allotments	£81.45
03/09/2019	Wave	Water re The Green standpipe	£12.07
03/09/2019	Wave	Water re Cemetery	£16.32
03/09/2019	Wave	Water re WI Hall	£74.63

- b) To receive, note and sign bank account balances at 30/09/2019 – Vice-Chair signed the bank statements.

Community account	6072	£46,333.81
Church wall account	4380	£3,425.13
Project A/c	2024	£4,784.89
Saver Account	4570	£74,193.98
Street Light Account	7769	£7,518.77
WI Hall Account	5971	£5,121.42
Total Balances held		£141,378.00

To note receipt of Precept 2nd Instalment £28,023.00 - noted

To note receipt of S106 funding regarding Bullock Park Play Project £6,177.60 - noted



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1928. 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/2019/1136/F	Single-storey Dwelling 19 Letton Road, Shipdham Time sensitive – no issues
3PL/2019/1214/F	New access and relocation of Plot 37 approved under 3PL/2013/0095/O and 3PL/2017/0757/D Land north of Chapel Street, Shipdham No issues
3PI/2019/1172/HOU	Single storey extension to kitchen and front/side of dwelling 59 Market Street, Shipdham No issues
	Proposed gravel and sand pit Woodrising Road Cllrs encouraged to put in individual comments; Shipdham Parish Council expressed concerns about proximity of adjacent footpath and impact on traffic on local and surrounding roads.
Cricket Player's development 3PL/2017/0864/F	Reservations re access for larger and farm vehicles heading towards Bradenham. SPC to write to BDC urgently expressing opposition to plans, including reservations regarding raised section which will cause confusion/trip hazard particularly for disabled; apparent rush timing of decision and any comments to be made on it. SPC strongly urge and request an appropriate pause and consultation.

b) Planning Decisions none

c) Planning Appeals - none

1929. Clerk's Report – To receive and note the Clerk's Report - noted.

1930. BPMC – Cllrs Dewing and Secker. To receive and note:

a) Report from BPMC – no meeting. Next meeting in November.

b) Health & Safety update – all up to date.

1931. Update from PCC & PC working group -nothing further to report.

1932. To discuss tree planting memorial request – defer till requested information received

1933. To discuss whether Shipdham village becomes a No Cold Calling area – deferred to November when quotes in. Cllr Turner and Co-ordinator to work together.

1934. To discuss village 30mph sign – Restrictions on where signs can be placed but still valuable asset to village. Proposed to replace batteries and brackets needed: Cllr Hewett Seconded: Cllr Shelley. SPC to thank P Chubbock for his works.

1935. To note completion of External Audit for year end March 2019 noted

1936. To discuss and grant permission for alterations to Churchyard Wall – SPC does not own the Church wall and PCC will need to grant permission. SPC can give view with regard to health & safety concerns. Proposal in favour of alterations in principle in order to increase highway safety - Cllr Crane, Cllr Allum, Cllr Hewett, Against: Cllr Dewing, Cllr Stolworthy, Cllr Shelley. In the case of equality of votes Cllr Hewett gave casting vote in favour, as acting Chair in accordance with SO 3(q).

1937. To discuss options for corner entrances to The Green. No action

1938. To discuss parking on Dereham Road allotment request. Not in favour Unanimous alternative places to park close by.

1939. To note Defibrillator Check completed – noted.

1940. To receive and note Police and SNAP reports – none received – Cllr Allum said Police are encouraging people to carry personal alarms due to increase assaults.



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1941. To receive Cllrs Reports

Cllr Stolworthy - 27 Market Street wall AP Clerk to lookup planning. Street Farm, High Street wall reduced. AP Clerk to check.

Allotment meeting – everyone happy with rentals. Hedge between Watton Road Allotments & dusty meadow needs cutting. AP Clerk to ask John Larwood to cut. Community allotments raised – AP Cllr Hewett to advertise for co-ordinator and interest. Parish Council would pay rental for plot at either end and to purchase some tools. AP Cllr Shelley & Cllr Stolworthy to oversee.

Hedges at Parklands & The Bothy, Chapel Street. AP Cllr Stolworthy to get building numbers for Clerk to write.

Cllr Dewing – Ditch at Dereham Road allotments is full of debris AP Clerk to contact Z Nock to clear ditch. TTSR cutting close to Church and causing damage. AP Clerk to contact TTSR. Damaged section of Church window to be repaired AP Clerk. Dog fouling Bradenham Road – all to get name of certain dog owner.

Cllr Allum – Sweet papers on Pound Green Lane from children. AP Cllr Hewett to mention in Shipdham News.

1942. To receive and note correspondence including any received after the preparation of the agenda

To note 12-month extension for S106 monies to be spent – noted Cllr Hewett thanked Cllr Turner for her work on this matter.

To note response from NCC re signage for Mill Road – noted.

To note extension to BR15/BR16 Parklands Avenue footpath closure - noted.

To note removal & safe storage at Breckland Business Centre, Thetford of headstones at Old School Playing Field site. All stones will be photographed in position for location and condition – noted.

To note S106 monies application for floodlights at Bullock Park - noted.

To note Came & Company Insurance Company is now a trading name for Gallagher Insurance Brokers Ltd – noted.

BDC A decision by Cabinet has been published: VE/VJ Day 75th Anniversary Celebrations 2020. Decision: Grant for a £30,000 VE and VJ Day celebratory grant scheme for community events to commemorate the 75th Anniversary of the end of World War II; the 80th Anniversary of Dunkirk and Battle of Britain, in 2020 be approved, and be administered by the Norfolk Community Foundation (NCF) – noted.

1943. Any matters for inclusion on the next agenda. – Following Parish Forum, the Police invited to next meeting. AP Clerk

1944. To confirm the next meeting: Monday 11th November 2019. Doors open to Parishioners at 7:15pm. (Planning applications available for Councillors to view from 6:45pm) 9.05pm