



SHIPDHAM PARISH COUNCIL



Chair: Carole Playford Clerk/RFO: June Smith

MINUTES OF THE PARISH COUNCIL MEETING HELD

21st June 2021 at WI HALL

Present: Cllrs: Hewett (Acting Chair), Crane, Dewing, Secker, J Shelley, S Shelley, Smith, Turner, Wordley & Clerk: June Smith.

4 Parishioners in attendance. The meeting opened at 7.30pm

MINUTES Items in bold added after agenda was published

J Smith Parish Clerk
21/06/2021

- 2361. Apologies for absence: Cllr Allum, Cllr Playford & County Cllr Connolly.
- 2362. Declarations of Interest – Cllr Hewett re Memorial Cllr Turner & Cllr Secker re WI Hall match funding
- 2362a Welcomed and co-opted Dale Wordley onto Parish Council Proposed: Cllr Hewett Seconded: Cllr Turner unanimous AP Clerk to initiate paperwork and documentation for signature and inform BDC.
- 2363. To agree the Minutes of the meeting held on 4th May 2021 – The Minutes were agreed as a true and accurate record and signed by the Vice-Chair. Proposed: Cllr Turner Seconded: Cllr Dewing - unanimous.
- 2364. Matters Arising for information only – Action Points – all completed or in hand.
- 2365. To consider and decide on time specific matters received after the preparation of the agenda
- 2366. Chairman's Actions – no report.
- 2367. District Councillor Report – weekly reports
- 2368. County Councillor Report – weekly reports
- 2369. 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.*

Noted written representation regarding District Councillor's reports in Shipdham News.

2370. To discuss solar lighting around school entrance. Proposed accept quote Cllr Turner Seconded: Cllr S Shelley – unanimous. AP Clerk to initiate.

2371. Routine Finance To agree the following payments by cheque Proposed: Cllr Dewing Seconded: Cllr Smith - unanimous

15/06/2021	Clerk	Wages	£959.89
15/06/2021	HMRC	PAYE & NIC	£56.03
15/06/2021	Clerk	Expenses	£107.40
06/05/2021	Westcotec	SAM repairs as per quote	£899.40
06/05/2021	Ravencroft	Tree Survey	£750.00
28/04/2021	BDC	Waste services for WI Hall	£176.42
28/04/2021	BDC	Waste services for Bullock Park	£176.42
17/05/2021	S Craddock	WI Hall Cleaning	£40.00
27/05/2021	NCC	White lining	£324.78
25/05/2021	TT Jones Electrical	Repairs as per defect list	£973.69
02/06/2021	One Stop Promotions	2 x Flagpoles as approved	£379.20
18/05/2021	G Tufts & Son	Bolts/screws for bench repairs	£27.09
25/05/2021	J Bayliss	Pest Control	£42.00
28/05/2021	SCS Accounting	Internal Audit	£240.00
31/05/2021	Parish Mag Printers Ltd	Shipdham News	£412.00
01/06/2021	St Johns Ambulance	Defib Pads S137 monies	£201.60
09/06/2021	M Lodge	Repairs around village	£60.00
08/06/2021	S Craddock	WI Hall Cleaning	£40.00
08/06/2021	D Nock	Cemetery Caretaker	£80.00

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

15/05/2021	Eon	Street Light	£291.92
15/05/2021	BT	WI Hall	£21.00
		Actual payment re credit	£4.91
19/05/2021	Opus Energy	WI Gas April/May	£0.57



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19/05/2021	Opus Energy	WI Electric April/May Credit	£11.50 -£89.76
17/05/2021	BDC	Rates	£135.00
03/06/2021	Wave	Standpipe, The Green water	£11.37
03/06/2021	Wave	WI Hall water	£38.62
03/06/2021	Wave	Cemetery water	£12.83
03/06/2021	Wave	Dereham Road allotments water	£11.37
03/06/2021	Wave	Watton Road allotments water	£3.38
21/05/202	Biffa	Collection at WI Hall	£7.68

To receive, note and sign bank account balances 28/05/2021 – noted & signed.

Community account	6072	£49,066.24
Church wall account	4380	£4,725.13
Project A/c	2024	£0.05
Saver Account	4570	£47,797.45
Street Light Account	7769	£22,536.42
WI Hall Account	5971	£12,718.38
Total Balances held		£136,843.67

2372. To receive and note Internal Auditor Report - noted
 2373. To note dates of the period for the exercise of public rights is 14th June – 23rd July 2021 - noted



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2374. Planning. To receive and consider Applications, Decisions and Appeals, including any received after the preparation of the agenda
Planning Applications

3PL/2021/0625/F	Demolition of old public house and retail. Full planning application for erection of 7 affordable dwellings, access and associated infrastructure The Old Waggon and Horses, Chapel Street, Shipdham Time sensitive – comments raised but guardedly no objection. Noted Parishioners objections.
3PL/2021/0616/VAR	Variation of Condition 2 on 3PL/2020/0254/F – change external walls to render above a small brick plinth. Park Grange, High Street, Shipdham Time sensitive – no objections. Since APPROVED AP Clerk to write regarding overgrown hedging.
3PL/2021/0624/F	Application for change of use of land from agricultural to private amenity space for occasional camping use, with associated siting of storage container (temporary structure) for the storing of items connected with camping and maintenance of the land. Land east of Hale Lane, Little Hale, Shipdham Time sensitive – stressed “occasional” camping use but no objection.
3PI/2021/0614/VAR	Variation of condition 2 on pp 3PL/2020/0676/F – changes to design. 32 Letton Road, Shipdham. Time sensitive – approve the redevelopment of the two cottages but oppose the additional bungalow – overdevelopment of site. Since APPROVED
3PL/2021/0638/VAR	Variation of conditions 3,18,20 & 30 on 3PL/2020/1005/VAR The Old Waggon and Horses, Chapel Street, Shipdham Time sensitive – no objections
3PL/2021/0780/VAR	Removal of condition 5 – visibility splays Meadow View, 19 Letton Road Time sensitive – no objections
TPO/2021/05	Blanket TPO Order Bullock Park, Mill Road, Shipdham Time sensitive – strong objections from Bullock Park Committee, Shipdham Parish Council & District Councillors - H&S grounds.
3PL/2021/0887/VAR	Variation of Condition 2 on 3PL/2011/1108/F – holiday cabins redesign and reposition. Ash Farm, King Row, Shipdham No Objection however reservations of redesign and on condition the cabins remain just holiday homes and not permanent residential accommodation.
3PL/2021/0909/HOU a)	Alterations to front porch & proposed rear extension, following demolition of existing and internal alternations. 20 Meadow Close, Shipdham No objections

Planning Decisions

3PL/2021/0479/HOU	Demolition of existing garage and erection of two storey extension to front and side. 9 Larwood Way, Shipdham APPROVED
TRE/2021/0134/TPO	Pine – reduce height only by no more than 1.5m Shipdham All Saints Church APPROVED
3PL/2021/0615/HOU	Single storey rear extension, replacement side carport and detached garage building. Rosmia, High Street, Shipdham APPROVED

Planning Appeals - none

2375. Clerk's Report – To receive and note the Clerk's Report - noted
2376. BPMC – Cllrs Dewing and Secker. To receive and note:
- Report from BPMC – entrance works have begun, 80s night scheduled for 15th August
 - Health & Safety update – all checks up to date.
 - Discuss quote for picnic tables Proposed to purchase 3 x standard picnic tables Cllr Dewing Seconded: Cllr Secker - unanimous. AP Clerk to liaise with BPMC and order.



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2377. PCC/PC update
Risk assessment needs to be done regarding footpath at churchyard. AP Cllr J Shelley/Cllr Turner Shipdham Street Market fundraiser for the Church, stalls and garden fates around village towards end November. Grant sum for advertising and maps up to £500 Proposed: Cllr Turner Seconded: Cllr Dewing - unanimous.
2378. Re-wilding of the churchyard & possible other sites – deferred at churchyard due to pending grant. Asked Councillors to think of other places such as right-hand side of cemetery.
2379. To approve match funding for BDC grant for WI Hall kitchen refurbishment - £1900 DOI Cllr Turner & Cllr Secker Proposed: Cllr Hewett Seconded: Cllr S Shelley - unanimous.
2380. To discuss quotes for streetlight replacement programme 2021 Go ahead with quote Proposed: Cllr Turner Seconded: Cllr Dewing - unanimous. AP Clerk to initiate and confirm removal of old posts.
2381. To discuss benches on village green **deferred awaiting ownership clarification**
2382. To note Defibrillator Check completed – Pads updated. Database moved from East of England Ambulance Service to The Circuit – the national defibrillator network. Registered – noted
Location of defib to be in Parish Magazine AP Cllr Hewett Spoke of purchasing another for Bullock Park AP Cllr Dewing to bring up at next Bullock Park meeting Clerk to look into costings.
2383. To receive and note Police and SNAP reports – circulated 11/06/2021 – noted.
2384. To receive Cllrs Reports
- Cllrs Shelley – Pound Green Close footpath. Overgrown from neighbouring properties and Old School Playing Field. AP Clerk to write to parishioner who had strimmed the area to thank him. AP Cllr Hewett to put notice in Shipdham News asking neighbours to trim back overhanging hedging etc. AP Clerk to chase Breckland/Serco.
Cllr Smith – complaints re Serco grass cutting. AP Clerk to write to Serco. Pot Holes at Swan Lane AP Clerk to Report
Cllr Secker – tending of the memorial garden to be taken on by Mrs Creed AP Cllr Secker to speak to current Parishioners tending.
Land at Watton Road allotments to be rent free for another year- unanimous AP Clerk to write to tenant.
Weeds in front of Doctors Surgery need clearing AP Cllr Smith to speak to Horticulture Club.
Filing cabinet has been moved to Bullock Park AP Clerk & others to go through and archive.
Oak Meadow kerb stones loose – discussed design flaw as vehicles have to drive over them.
Silver Jubilee Tree – BDC have apologised for cutting down the tree and will consider replanting for Platinum Jubilee.
2385. To receive and note correspondence including any received after the preparation of the agenda.
To note weekly updates from Breckland Council and Norfolk County Council – noted.
To note weekly updates from Thomas Bullock Church of England Primary Academy – noted. Further update from Head Teacher. Parish Council thanked Head Teacher for all her hard work.
To note email from George Freeman regarding Mid Norfolk Flood Partnership – noted.
Approved Mr & Mrs Bradshaw memorial application – noted.
Approved Allotment Co-ordinator can initiate strimming/spraying as needed – noted.
TTO road closed to HGV's from 28th June to 3rd July, Church Close A1075 – noted. whilst traffic lights are in place suggested working group to tackle weeds and minor tree works around the Church corner AP Cllr Crane to do weeds around Church wall whilst traffic lights in position. Team to work on trees and weeds on Church corner. Proposal to meet at Cllr Hewett's 6pm Wednesday 30th June.
To receive and note correspondence from BDC regarding the Silver Jubilee Tree – noted.
To note WI Hall gas contract renewed – noted.
To note no requests for an election to BDC therefore Parish Council can now proceed with co-option – noted.
2386. Any matters for inclusion on the next agenda – PCC Street Event.
2387. To confirm the next meeting: 12th July 2021 7.30pm Meeting closed 8.58pm