



SHIPDHAM PARISH COUNCIL



Chair: Carole Playford Clerk/RFO: June Smith

MINUTES OF THE PARISH COUNCIL MEETING HELD 8th April 2019 IN THE WI HALL

Present: Cllrs: Playford (Chair), Aves, Dewing, Hewett, Secker, Shelley, Tuck and Turner
Clerk: June Smith.

19 Parishioners in attendance. The meeting opened at 20.38

MINUTES (items in bold added after agenda was published)

- J Smith Parish Clerk
08/04/2019

- 1766. Apologies for absence – Cllr Crane.
- 1767. Declarations of Interest; Cllr Secker re Finance
- 1768. To agree and sign the Minutes of the meeting held 11th March 2019 – The Minutes were agreed as a true and accurate record and signed by the Chair. Proposed: Cllr Shelley
Seconded: Cllr Aves
- 1769. Matters Arising for information only – Action Points – All in hand.
- 1770. To consider and decide on time specific matters received after the preparation of the agenda
- 1771. Chairman’s Actions - none
- 1772. County Councillor Actions – report in Annual Meeting of the Parish
- 1773. Parishioner’s Questions
Planning application 3PL/2018/1329/F Cllr Hewett Parish Council do not know any more information – From District perspective its currently being investigated by Capita – not still enough to go forward with application. Decision as to withdraw or continue in near future. Parishioners were reassured that they will be given further time to put views and concerns across. Request that Officer of Capita will come along at the next meeting. AP Clerk

4 allotment plots need spraying off at a cost of £15 per plot. Proposed: Cllr Stolworthy
Seconded: Cllr Tuck unanimous. Allotment co-ordinator to organise. AP Cllr Hewett to put advert in Shipdham News & Cllr Shelley on Social Media.

Trapp Lane proposed planning. Parishioner raised the following points. – agricultural land and cannot be developed.

1. That he had (along with other neighbours) been offered a piece of the land as an extension to their gardens previously.
2. That the 7-acre site currently falls outside the envelope of the village. Furthermore, after the proposed 4/5 properties were built what would become of the rest of the site.
3. That when the land was offered previously for sale that it was quoted as being prime agricultural land. A point that along with being outside the village envelope meant it should not be available for development, and that the housing quota for the village was already being met by existing development plans.
4. That the carpark would not be able to be lit at night due to no power being available and doubt that it would get used that much.
5. As the lane is unsurfaced at that end and there had already been an incident with a householder being injured by a car then improving the surface would only contribute to the speed at which vehicles would be able to travel. Comments were noted.

Pot hole in Little Hale Road outside Mill Farm AP Clerk to report.

Impending road closures and the Post Office vans being parked on the main road. Cllr Stolworthy declared an Interest. Discussion to place. Next agenda item AP Clerk to put on next agenda.

- 1774. Roadworks through villages, HGV vehicles will be diverted along another A road, i.e. A47.
Routine Finance To agree the following payments by cheque Proposed: Cllr Turner
Seconded: Cllr Hewett

08/04/2019	J Brown	WI Hall Cleaning	£30.00
08/04/2019	C Perfect	WI Hall Admin	£40.00
08/04/2019	Clerk	Wages	£860.22
8/04/2019	HMRC	PAYE & NIC	£41.41
08/04/2019	Clerk	Expenses for March	£144.65



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19/03/2019	TT Jones	Reinstallation of Light & Maintenance	£633.43
22/03/2019	Shipdham Church Wardens	PROJECTS A/C Leaflets	£71.00
28/03/2019	G Tufts	Shingle for Churchyard	£14.16
08/04/2019	J Gibb	Honorarium	£130.00
24/03/2019	D Nock	Bus Shelter Cleaning	£80.00
30/03/2019	R Clements	Shared Access works	£614.40
29/03/2019	J Bayliss	Pest Control	£37.20
03/04/2019	Roger Norton	Works at Cemetery	£648.00
31/03/2019	R Waterhouse	WI Works	£68.35

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

29/03/2019	BT	WI Hall	£32.52
19/03/2019	Opus Energy	WI Gas	£87.42
15/03/2019	Opus Energy	WI Electric	£73.67
		Credit currently	£-175.35

- b) To receive, note and sign bank account balances at 01/04/2019 Signed by Chair

Community account	6072	£7,084.39
Church wall account	4380	£3,925.13
Project A/c	2024	£18,752.56
Saver Account	4570	£79,967.02
Street Light Account	7769	£7,511.27
WI Hall Account	5971	£4,408.88
Total Balances held		£121,649.25

1775. 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/2019/0162/VAR	Variation of Condition 11 & removal of condition 12 Remove footpath provision Land at Swan Lane, Shipdham
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- b) Planning Decisions

3PL/2019/0168/HOU	Garage extension and link to main dwelling and erection of front storm porch. Blackmoor Farm House, Blackmoor Row, Shipdham APPROVED
3DC/2019/0015/DOC	Discharge of condition 30 on pp 3PL/2015/0562/F Parklands Avenue, Shipdham DOC - COMPLETE
3PL/2019/0173/Hou	Proposed first floor rear extension with undercroft. Abbey Farm, Herne Lane, Shipdham APPROVED

- c) Planning Appeals - none

1776. Clerk's Report – To receive and note the Clerk's Report - Noted

1777. BPMC – Cllrs Dewing and Secker. To receive and note:

- a) Report from BPMC - no meeting
b) Health & Safety update - no health & safety issues
c) E.on Electricity supply with Shared Access – Works completed.

1778. Update on Great War Commemoration Project (A/P 1365) – Cllr Hewett. – Window installed this week, ready for 21st April Easter Day service. Funding £4k to go. Cllr Hewett thanked everyone who had donated.



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1779. Update from PCC & PC working group – Cllr Hewett group met and made list of projects going forward including total risk assessment of Churchyard and entrance.
1780. To discuss the Parklands Avenue footpath – overgrown hedges etc. Cllr Stolworthy had spoken to residents. Hold letter till next meeting. AP Clerk
1781. To agree Cemetery Caretaker role and position – discussion took place. Cllr Hewett proposed £20 a week to be reviewed in 6 months Seconded: Cllr Turner
1782. To agree request from Parish Council community fund for up to £500 to refresh the Village Emergency Plan. Proposed: Cllr Hewett Seconded: Cllr Dewing AP Cllr Turner
1783. To discuss S106 Money – Cllr Turner spoke that the School would like to replace their playground with an all-weather surface and asked Parish for S106 monies to contribute. Proposed: Cllr Stolworthy Seconded: Cllr Shelley AP Clerk to inform school.
1784. To approve memorial for Mrs J Robinson - Approved AP Clerk
1785. To approve memorial for Mr Buckingham – Approved AP Clerk
1786. To approve quote for cemetery fencing – losing approx. 2' boundary – Proposed: Cllr Playford Seconded: Cllr Turner. AP Clerk
- 1787. To approve Tree Surveyor fee proposal Proposed Cllr Turner Seconded: Cllr Dewing. AP Clerk to initiate**
1788. To receive and note Police and SNAP reports -circulated 20th March 2019. - Noted
1789. To receive Cllrs Reports

Cllr Aves – path beside Old School House. AP Clerk to check will be done.

Cllr Turner – huge thank you to Parish Council.

Cllr Tuck – thank you to Parish Council.

Cllr Hewett – 8 Cllrs uncontested for Parish Council – move for co-option and put notice in Shipdham News. AP Cllr Hewett

Cllr Hewett will also speak with landlord of Golden Dog re overgrown ivy. AP Cllr Hewett

Cllr Hewett spoke of Breckland initiative and he & Cllr Shelley to organise litter pick. AP Cllr Hewett & Cllr Shelley

Cllr Dewing – Pound Green Lane AP Clerk to check when will be connected.

Cllr Secker – Sign to Letton Road on Blackmoor Road pointing wrong way. AP Clerk to ask Rangers to correct.

Cllr Playford – Blackmoor Road and Watery Lane, stream full of cuttings AP Cllr Playford to speak to landowner.

1790. To receive and note correspondence including any received after the preparation of the agenda.
- To Note Rangers in Shipdham on 22nd April 2019 - Noted
- To Note temporary traffic order at Church Close and HGV restriction 15th April – 31st May - Noted
- To Note temporary traffic order at Market Street 8th/9th April - Noted
- To remind all Electors, voting takes place on 2nd May - Noted
- To note revised library times -Noted
- To note extension to footpath closure at Parklands Avenue - Noted**
- To note receipt of 1st instalment of Precept - Noted**
- To note receipt of cheque from UK Power Networks to cover reinstallation of light - Noted**
- To note extension to Public Consultation on Breckland Local Plan – does not affect Shipdham - Noted**
1791. Any matters for inclusion on the next agenda.
1792. To confirm the next meeting: Monday 13th May 2019. Doors open to Parishioners at 7:15pm. (Planning applications available for Councillors to view from 6:45pm) Meeting closed 21.27pm



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Ref A/Ps	Action Required	By Whom	Deadline	Update
1365	Great War Commemoration Project	Cllr Hewett	On going	next agenda item
1412	Standing item Police and SNAP repots	Clerk	monthly	next agenda item
1616	Sign re "Henry Cross"	Cllr Playford	Asap	
1672	To get defib serviced	Cllr Playford	Asap	Completed
1701	Purchase mobile	Clerk	Asap	
1729	WI Electrics	Clerk	Asap	Booked In
1747e	Chase dog poster	Clerk	Asap	Chased
1773	Request Officer of Capita attend meeting with regard to planning 3PL/2018/1329/F	Clerk	Next meeting	Application withdrawn
1773	Advertise the vacant allotment plots	Cllr Hewett/Cllr Shelley	Asap	✓
1733	Report pot hole on Little Hale Road o/s Mill Farm	Clerk	Asap	Completed
1733	Parking on The Green	Clerk	Next agenda	Agenda
1780	Letter re Parklands Avenue	Clerk	Next agenda	Agenda
1781	Confirm Cemetery Caretaker role / review 6 months	Clerk	September agenda	
1782	Refresh Village Emergency Plan	Cllr Turner	Asap	
1783	Inform school of decision	Clerk	Asap	Cllr Turner completed
1784	Inform Brett's of approval	Clerk	Asap	Completed
1785	Inform Brett's of approval	Clerk	Asap	Completed
1786	Approve cemetery fencing quote with provision for gate for entrance	Clerk	Asap	Will get dates asap
1787	Approve Tree Surveyor fee	Clerk	Asap	Completed
1789	Check path beside Old School House will be made good	Clerk	Asap	In Hand
1789	Advertise Parish Council places for co-option	Cllr Hewett	Asap	✓
1789	Speak to landlord of Golden Dog re overgrown ivy	Cllr Hewett	Asap	
1789	Organise Litter Pick	Cllr Hewett/Cllr Shelley		
1789	Pound Green lamp needs connecting	Clerk	Asap	Completed
1789	Inform Rangers that Letton Road sign needs correcting.	Clerk	Asap	Completed
1789	Speak to land owner of stream full of cuttings	Cllr Playford	Asap	Completed