



SHIPDHAM PARISH COUNCIL



Chair: Carole Playford Clerk/RFO: June Smith

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

Present: Cllrs: Playford (Chair), Allum, Crane, Dewing, Shelley, Smith, Stolworthy, Woodrow & Worth
Clerk: June Smith.

8 Parishioners in attendance. The meeting opened at 19.30

MINUTES (items in bold added after agenda was published)

J Smith Parish Clerk
08/07/2019

- 1857. Apologies for absence – Cllr Hewett, Cllr Secker, District Cllr Turner & County Cllr Connolly.
- 1858. Declarations of Interest Cllr Smith & Cllr Woodrow – Allotments both have asked for dispensation to speak but not vote. Cllr Playford – The Green who has asked for dispensation to speak but not vote. Unanimous
- 1859. To agree and sign the Minutes of the meeting held 10th June 2019 – The Minutes were agreed as a true and accurate record and signed by the Chair. Proposed: Cllr Stolworthy
Seconded: Cllr Shelley Unanimous
- 1860. Matters Arising for information only – Action Points all in hand or up to date.
- 1861. To consider and decide on time specific matters received after the preparation of the agenda - none
- 1862. Chairman's Actions - none
- 1863. District Councillor Report – Report read out – on file
- 1864. County Councillor Report – No report
- 1865. 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.*
Discussions included Church Lane development. Parishioner proposed Parish Council had not taken in to account the full facts and asked for reversal to original statement of 14th May.
Walkway between A1075 and Park Highatt Drive overgrown.
Allotment water taps.
Development of Parklands. AP Cllr Turner to discuss with Parishioner.
- 1866. Routine Finance To agree the following payments by cheque Proposed: Cllr Stolworthy
Seconded: Cllr Playford

08/07/2019	J Brown	WI Hall Cleaning	£36.00
08/07/2019	C Perfect	WI Hall Admin	£40.00
08/07/2019	Clerk	Wages	£860.22
08/07/2019	HMRC	PAYE & NIC	£41.41
08/07/2019	Clerk	Expenses for June	£104.96
19/06/2019	S Uglow	Churchyard Gardening	£250.00
18/06/2019	TT Jones	Street Light Maintenance	£239.06
08/07/2019	J Gibb	Honorarium BP Checks	£130.00
22/05/2019	LogicRed	Domain Name	£25.00
24/05/2019	D F Atthowe Builders	Excess re Church Wall Church Wall Account	£500.00
01/07/2019	TTSR	Ground Maintenance	£2,137.50
08/07/2019	D Nock	Cemetery & Bus Shelter	£180.00

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

15/06/2019	BT	WI Hall	£3.00
18/06/2019	Opus Energy	WI Gas	£15.58
18/06/2019	Opus Energy	WI Electric	£25.42
		Credit currently	-£112.14
15/06/2019	BDC	Rates	£100.00
17/06/2019	Eon	Street Light	£302.78

- b) To receive, note and sign bank account balances at 30/06/2019 – Signed by
Chair

Community account	6072	£21,758.36
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Church wall account	4380	£3,925.13
Project A/c	2024	£4,784.89
Saver Account	4570	£80,022.24
Street Light Account	7769	£7,515.02
WI Hall Account	5971	£4,954.78
Total Balances held		£122,960.42

1867. 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/2019/0395/HOU	CONSULTATION AMENDMENTS Proposed two storey front and side extensions and single storey rear extension 30 Market Street, Shipdham Time sensitive "concerns as previously stated"
3PL/2019/0641/HOU	Erection of amateur radio mast with aerials Owlswood, Dereham Road, Shipdham Time sensitive – no issues
3PL/2019/0392/HOU	CONSULTATION AMENDMENTS Proposed single storey side & rear extension, shed and new access Mill House, Mill Road, Shipdham Time sensitive – no issues
3PL/2019/0570/F	CONSULTATION AMENDMENTS Proposed Change of use of 0.27 acres from agricultural storage shed to B" and replacement of agricultural storage shed for B2 use MOT Testing. Amendment: Removal of proposed change of use of 9 acres of agricultural land. Weathervane Far, Dereham Road, Shipdham Time sensitive – no issues

b) Planning Decisions

3PL/2019/0288/Hou	Rear porch extension single storey brick construction, front door canopy timber construction tiled roof Ambelside, New Road, Shipdham APPROVED
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c) Planning Appeals – none

Following Church Lane comments in Parishioners questions. Proposed revoking comments back to original statement. Proposed: Cllr Stolworthy Seconded: Cllr Dewing - Cllr Crane against AP Clerk to revoke comments

1868. Clerk's Report – To receive and note the Clerk's Report – as circulated

1869. BPMC – Cllrs Dewing and Secker. To receive and note:

a) Report from BPMC – no meeting. Shared Access mast supply now on smart meter. Litter pick was success with approx. 15 bags of rubbish. Parish Council thanked the volunteers who took part.

b) Health & Safety update.

1870. Update from PCC & PC working group – Risk assessment complete, tree survey added into annual survey. Fire risk assessment to be done this month.

1871. Discuss and adopt The General Power of Competence Proposed: Cllr Dewing Seconded: Cllr Worth Unanimous.

1872. Discuss Traffic Regulation Order for Mill Road – Discussed 7.5 tonne weight limit on Mill Road. Bollards at Mill Road currently being moved onto the road. Signage needs to be up by Blackmoor Row. AP Clerk to contact highways.

1873. Discuss and approve S106 Children's play equipment application – Proposed: Cllr Playford Seconded: Cllr Shelley unanimous AP Cllr Hewett to submit application

1874. Note resignation of S Uglow and discuss replacement – AP Clerk to contact Parishioner whose name was put forward at same rates, otherwise advertise position.



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1875. To approve H Bar quote at The Ringers/Post Office Proposed: Cllr Shelley Seconded: Cllr Playford unanimous. AP Clerk to initiate
1876. To consider Wayland Gun Club S106 application – Proposed: Cllr Stolworthy Seconded: Cllr Woodrow unanimous AP Cllr Smith & Cllr Worth to comment to BDC
1877. To organise allotment judging – to take place asap. Cllr Stolworthy & Cllr Playford to organise.
1878. To vote on push taps at allotments – Discussion took place and proposed not to go ahead Proposed: Cllr Stolworthy Seconded: Cllr Playford unanimous. Cllr Smith & Cllr Woodrow did not vote due to declarations of interest.
1879. To discuss trees on The Green – trees encroaching on telegraph pole and overhanging. Proposing Roger Norton to quote for rest of trees to tidy up. AP Clerk to get quote Cllr Playford did not vote due to declaration of interest.
1880. To approve quote for £50 to lower hedging in the Churchyard to improve visibility – Proposed: Cllr Crane Seconded: Cllr Playford, Cllr Worth abstained
- 1881. To discuss quote for tree works.** Proposed: Cllr Playford Seconded: Cllr Shelley works to be carried out later in year once nesting birds have moved on. AP Clerk to initiate
1882. To note Defibrillator Check completed – by Clerk
1883. To receive and note Police and SNAP reports - circulated 20th June. Next meeting 4th September 2pm
1884. To receive Cllrs Reports

Cllr Worth – Thanked Council for course which was very informative. County Council has questioned to toxicity and carcinogenic properties of round up. Cllr Crane said there was no factual evidence and no alternative to use. Noted AP Clerk to contact contractor to see if it is used.

Cllr Smith – Thanked Council for course.

Cllr Shelley – Health & Safety issue regarding cobbles in layby parking at Pound Green Close AP Clerk to raise to Highways.

Cllr Woodrow – Townshend Place/Mill Road junction see to the right – commented that owner regularly cuts hedge. Cemetery path is full of weeds AP Clerk to chase contractor. Clayland developments re Swan Lane, hedge will need to be moved and lamp post. Wait to Clayland to request permission to move lamp post.

Cllr Allum – Footpath from Pound Green Close to Park Highatt Drive overgrown. AP Chase contractor and send letters to Parishioners and report to Rangers.

Cllr Stolworthy – Parklands number 25/27 driving over the grass to park in front of houses. AP Clerk to write letter.

Cllr Playford – Parklands Avenue footpath (rear of number 14), hedges overhanging so not passable if on horseback AP Clerk to submit to Rangers. Gazeboes advertising for hire in Parish magazine. AP to be advertised and Cllr Shelley to put on next door etc. Parish property needs storage space. AP to ask P Chubbock if room at Bullock Park and on agenda for September.

1885. To receive and note correspondence including any received after the preparation of the agenda
Note – Parishioner has concerns over the workmanship on repairs to Church Yard Wall - noted
Note – Moore Memorial application approved prior to meeting - noted
Receipt of Clerks & Councils Direct magazine – noted
1886. Any matters for inclusion on the next agenda – Advertising gazebo hire
1887. To confirm the next meeting: Monday 9th September 2019. Doors open to Parishioners at 7:15pm. (Planning applications available for Councillors to view from 6:45pm)

Pursuant to s1 (2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of a confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of Clerks Wage for staffing matters.

Increase wage to NALC pay scale 29 as from August



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Pursuant to s1 (2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of a confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of quotes for re-surfacing The Green for contractual matters.

Discussion of quotes took place, approved quote D. Proposed: Cllr Shelley Seconded: Cllr Stolworthy. Unanimous with extras, no lining, sectioned off corners and asphalt. AP Clerk to initiate and write to residents.

Pursuant to s1 (2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of a confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of the incident at Churchyard for legal matters.

Go along with recommendation by insurance company. Proposed: Cllr Stolworthy Seconded: Cllr Smith Unanimous.