



SHIPDHAM PARISH COUNCIL



Chair: Carole Playford Clerk/RFO: June Smith

MINUTES OF THE PARISH COUNCIL MEETING HELD 8th June 2020 BY ZOOM VIRTUAL MEETING

Present: Cllrs: Playford (Chair), Dewing, Hewett, Shelley, Smith, Stolworthy, District Councillor Turner & Clerk: June Smith.

1 Parishioners in attendance. The meeting opened at 7.30pm Meeting will be recorded.

(Items in bold added after agenda published)

- J Smith Parish Clerk
08/06/2020

- 2071. As per The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) Regulations 2020 – Regulation 4 states “where an appointment would otherwise be made or is required to be made at an annual meeting of the authority, the appointment continues until the next annual meeting of the authority. This would apply to the election of the Chair and Vice-Chair, the first business of the annual council meeting”. Both the Chair and Vice-Chair have confirmed they are happy to continue in their roles. Noted
- 2072. Apologies for absence – County Councillor Connolly, Cllr Allum, Cllr Crane, Cllr Secker & Cllr Woodrow Absent – Cllr Worth
- 2073. Declarations of Interest – Cllr Dewing WI Hall Quote.
- 2074. To agree the Minutes of the meeting held on 9th March 2020 and minutes of informal meetings of 15th April 2020 and 11th May 2020 – The Minutes were agreed as a true and accurate record and will be signed by the Chair at the next appropriate meeting. Proposed: Cllr Hewett Seconded: Cllr Dewing - unanimous. .
- 2075. Matters Arising for information only – Action Points – In hand or on hold accordingly.
- 2076. To consider and decide on time specific matters received after the preparation of the agenda - none
- 2077. Chairman’s Actions – no report.
- 2078. District Councillor Report – **report on file and sent to Councillors 04/06/2020**
- 2079. County Councillor Report – BDC weekly update and report.
- 2080. 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. **Parishioners are invited to address the Council via email, correspondence or online link. If you would like to participate in the meeting online, please email the Clerk before Friday 5th June 12 noon.***

Letter to parishioner on Swan Lane re tree. AP Clerk

- 2081. Routine Finance To agree the following payments by cheque Proposed: Cllr Stolworthy Seconded: Cllr Playford unanimous

08/06/2020	Clerk	Wages	£971.29
08/06/2020	HMRC	PAYE & NIC	£10.81
08/06/2020	Clerk	Expenses for May	£77.45
10/05/2020	D Nock	Cutting holly bush in Churchyard	£30.00
22/05/2020	Ravencroft Tree Services Ltd	Village Tree Survey	£750.00
08/06/2020	Shipdham Church Wardens	Shipdham News leaflet drop for May	£285.00
08/06/2020	W List	WI Hall Weedkilling	£40.00
08/06/2020	D Nock	Cemetery Caretaker	£80.00

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

16/05/2020	Eon	Street Light	£292.48
29/05/2020	BT	WI Hall	£32.52
04/05/2020	Opus Energy	WI Gas	£2.27
04/05/2020	Opus Energy	WI Electric	£31.35
15/05/2020	BDC	Rates	£117.00

- b) To receive and note bank account balances at 29/05/2020 - noted

Community account	6072	£44,281.16
-------------------	------	------------



SHIPDHAM PARISH COUNCIL



Chair: Carole Playford Clerk/RFO: June Smith

Church wall account	4380	£4,075.13
Project A/c	2024	£0.05
Saver Account	4570	£47,760.36
Street Light Account	7769	£15,029.48
WI Hall Account	5971	£15,985.10
Total Balances held		£127,131.28

2082. 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/2020/0472/F	Replacement existing storm damaged steel framed bar with larger dutch barn for storage of hay. Elm Farm, Thorp Row, Shipdham No issues
3DC/2020/0077/DOC	Discharge of condition 13 on 3PL/2019/1395/F Phase II Contamination Report Street Farm, High Street, Shipdham No issues
3PL/2020/0478/HOU	Addition of a separate trellis to existing fence Tawny End, 17 Fen Folgate, Shipdham No issues

b) Planning Decisions

3PL/2019/1056/O	Outline permission for the erection of up to 36 dwellings, with all matters except access reserved. Land south of Chapel Street, Shipdham APPROVED
3PI/2020/0254/F	Conversion of existing building and proposed rear extensions to create four self-contained residential units. Park Grange, High Street APPROVED
3PL/2020/0420/LB	Replacement of courtyard gates Old Plough Inn, Church Close, Shipdham APPROVED AP Clerk to write re parking on bends

c) Planning Appeals

APP/F2605/W/20/3245672	The Old Waggon and Horses, Chapel Street, Shipdham APPEAL DIMISSED
Molecatchers Update	Cllr Turner had reported and enforcement officers were investigating – any unauthorised development will be removed. AP Cllr Turner to chase.

2083. Clerk's Report – To receive and note the Clerk's Report - Noted

2084. BPMC – Cllrs Dewing and Secker. To receive and note:

- Report from BPMC – No meeting
- Health & Safety update – Although play equipment not being used, general Health & Safety checks still in hand. Leaning tree in plantation is now down and a thank you from Parishioner had been received.

2085. To approve payment for Shipdham News leaflet drop for June edition – Cllr Hewett asked for £285.00 Proposed: Cllr Dewing Seconded: Cllr Playford, unanimous. AP Clerk

2086. To approve quote for WI Hall pathway repairs – Cllr Dewing DOI and did not partake in discussion or voting. Proposed: Cllr Hewett, Seconded: Cllr Playford unanimous with those remaining.

2087. To discuss letter re tree at Bullock Park – Clerk to speak to R Norton & Ravencroft re potentially lifting crown. Shipdham Parish Council prepared to pay 50% if works can go



SHIPDHAM PARISH COUNCIL



Chair: Carole Playford Clerk/RFO: June Smith

-
- ahead without compromise to tree. Proposed: Cllr Dewing Second: Cllr Stolworthy. Unanimous. AP Clerk
- 2088. To approve inscription request – Proposed: Cllr Stolworthy Seconded: Cllr Playford – unanimous AP Clerk to approve.**
2089. To note Defibrillator Check completed – by Clerk 03/06/2020 - noted
2090. To receive and note Police and SNAP reports – Community Update from Julie Wwendth 15/05/2020 & **Rural Crime Newsletter 05/06/2020 - noted**
2091. To receive Cllrs Reports
- Cllr Shelley – allotment track is rutted and uneven, including carpark. AP Cllr Shelley to take photos.
- Cllr Stolworthy – Highways issues at Park View re Cricket Players development - Cllr Hewett reported that there was no further development.
Watton Road land re brambles & trees. Clerk to write to tenant more directly Proposed: Cllr Hewett Seconded: Cllr Playford unanimous Sightings of snakes and crayfish mentioned.
- Cllr Smith – Lights at Pound Green Lane done AP Clerk to write to Mr High to report. Clerk to ask Serco through Steve Hitchman re overhanging hedges in footpath from Old School Playing Field, also to trim hedge that fronts the pedestrian crossing (concerns with children crossing now back at school).
Park Estate area was mentioned and Cllr Turner had raised this.
Gravel on Swan Lane corner – Clerk to contact Clayland/Land owner.
Sign on Letton Road – Cllr Turner said sign was taken down years ago and would not be replaced. AP Cllr Turner to speak to Cllr Secker to confirm position.
- Cllr Hewett – Tree work in churchyard being done and T6 transpired to be a memorial tree. Clerk had already written to apologise. Memorial trees should contain a plaque and should be noted.
Parish page – comment re hedges and brambles.
- Cllr Playford – letter from BDC re Heritage Centre – no action needed. Had purchased half barrel planter for path on The Green as previously approved.
2092. To receive and note correspondence including any received after the preparation of the agenda.
Ongoing correspondence with regard to COVID-19 updates, policies etc from NALC, BDC & Norfolk County Council – noted.
Note Bridleway BR15/16 (Parklands Avenue) closed to 2nd December 2020 – noted. AP Clerk to write to Wellington to ask them cut back hedge prior to re-opening.
Confirmed 4 year term with Opus Energy for electricity at WI Hall (as agreed by majority email vote) - Noted
Note update regarding area of land at rear of Pound Green Lane - Noted
Note interest rates dropping by 0.29% to 0.01% on Rate Reward account - Noted
Note receipt of £37.74 from BDC regarding Recycling for year 2019/20 - Noted
Note WI Hall successful in obtaining the BDC £10k grant -Noted
2093. Any matters for inclusion on the next agenda – Update from BDC who have adopted to go for full review of Local Plan
2094. To confirm the next meeting: Monday 13th July 2020 7.30pm virtual. Meeting closed 8.40pm