



SHIPDHAM PARISH COUNCIL



Chair: Carole Playford Clerk/RFO: June Smith

MINUTES OF THE PARISH COUNCIL MEETING HELD

8th November 2021 at WI HALL

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

5 Parishioners in attendance. The meeting opened at 7.30pm

MINUTES Items in bold added after agenda was published

J Smith Parish Clerk
08/11/2021

Prior to the meeting The Deputy Lieutenant of The County, Mary Rudd presented a Community Memorial Plaque to the Parish Council.

- 2473. Apologies for absence: Cllr Crane & Playford.
- 2474. Declarations of Interest - Shipdham Parish Council must declare an interest on planning as applicant is a Councillor. Cllr Secker re Finance
- 2475. To agree the Minutes of the meeting held on 11th October 2021 - The Minutes were agreed as a true and accurate record and signed by the Vice-Chair. Proposed: Cllr Turner Seconded: Cllr Smith - unanimous from those who attended.
- 2476. Matters Arising for information only – Action Points
- 2477. To consider and decide on time specific matters received after the preparation of the agenda - none
- 2478. Chairman's Actions – no report
- 2479. District Councillor Report – Appointed new Chief Executive – In process of new Local Plan Review. School received green grant from BDC.
- 2480. County Councillor Report – weekly reports circulated and on website.
- 2481. 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.*

Included: Planning re Church Lane questioning District Councillor – Cllr Turner answered the question and Cllr Hewett gave an overview of the decision process.

Planning on Mill Road sites no further forward, reserved matters on Land to East of Mill Road approved and Cllr Hewett has initiated a formal complaint.

Theresa Hewett, organiser, thanked Parish Council for supporting the Christmas Street Market and asked to encourage people to enter a stall. Confirmed the School's Christmas fair had been cancelled.

Traffic on Mill Road and turning into one way system – Cllr Turner & Cllr Hewett to organise a village forum to discuss, if agreed the process could take 18 months or more. Consider Road Traffic Order to divert HGV's another option. AP Organise village forum.

- 2482. Routine Finance To agree the following payments by cheque Proposed: Cllr Dewing Seconded: Cllr Smith - unanimous

08/11/2021	Clerk	Wages	£959.89
08/11/2021	HMRC	PAYE & NIC	£56.03
08/11/2021	Clerk	Expenses includes traffic mirror for Watton Road Allotments £65.39 & LogicRed web hosting £99.00	£281.09
08/11/2021	C Andrews	WI Hall Admin	£40.00
26/10/2021	S Craddock	WI Hall Cleaning	£40.00
08/10/2021	The Poppy Appeal	Donation	£150.00
12/10/2021	MW Surfacing Ltd	Churchyard resurfacing	£5,594.40
05/10/2021	Ashill Fire Protection Ltd	WI Hall Annual Service	£153.60
20/10/2021	Great Melton Farms	Christmas Tree	£230.00
16/10/2021	James Bayliss	Pest Control – Cemetery	£120.00
25/10/2021	Proludic	Playground equipment repairs	£1,291.71
25/10/2021	FX3000 Ltd	Electrical works on The Green	£84.00



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28/10/2021	SCS Accounting	BP Independent examination	£240.00
08/11/2021	D Nock	Cemetery Caretaker and Cleaning of Bus Shelters	£160.00
01/11/2021	Tufts of Bradenham	Post for mirror at Watton Road Allotments Chimney pot bonnet hood top for WI Hall	£3.59 £69.60
01/11/2021	M Lodge	Various repairs and painting throughout the village	£185.00
01/11/2021	TTSR Ltd	Grounds maintenance invoice 4/4	£2272.83

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

02/10/2021	Eon	Street Light	£291.92
15/10/2021	BT	WI Hall	£21.00
19/10/2021	Opus Energy	WI Electric Sep/Oct Credit	£21.01 -£6.89
19/10/2021	Opus Energy	WI Gas Sep/Oct	£18.48
17/10/2021	BDC	Rates	£135.00
02/11/2021	Wave	Watton Road Allotment water	£5.62

To receive, note and sign bank account balances 29/10/2021 – noted and signed by Vice-Chair

Community account	6072	£62,724.25
Church wall account	4380	£4,725.13
Saver Account	4570	£2,798.25
Street Light Account	7769	£2,221.31
WI Hall Account	5971	£14,113.24
Total Balances held		£86,582.18

2483. To note Quarter 2 budget report – noted.

2484. Planning. To receive and consider Applications, Decisions and Appeals, including any received after the preparation of the agenda

Planning Applications

3PN/2021/0058/UC	Prior approval for conversation of agricultural building to one dwelling -General Permitted Development England Order 2015 as amended Schedule 2, Part 3 Class Q Mount Pleasant Farm, Carbrooke Lane. Mindful of traffic increase SPC No objections.
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Planning Decisions

3PL/2021/1210/F	Erection of detached dwelling Weathervane Farm, Dereham Road, Shipdham REFUSED
3PL/2021/1213/HOU	Proposed single storey detached outbuilding for garage/store and study to rear of dwelling. 10 Richard Haggard Close APPROVED

Planning Appeals - none

2485. Clerk's Report – To receive and note the Clerk's Report – noted. Clerk thanked Cllr J Shelley and Cllr Smith for their help re bench and play equipment at BP.
SAM 2 funding in process and Cllr Smith will move the brackets to show traffic coming into the village and order poles for new placements.

2486. BPMC – Cllrs Dewing and Secker. To receive and note:

- Report from BPMC – update from Chair circulated 18/10/2021 – Moles at far end but no action needed at moment.
- Health & Safety update – checks up to date.
- Sign Bullock Park Independent Accounts – agreed and signed by Cllr Hewett



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- d) To approve Trustees Annual Report for Charity Commission. – Approved. AP Clerk to forward to Bullock Park Chair.
2487. Highways Issues
Roadworks signs around the church/village AP Cllr Hewett to remove.
Ironworks Watton Road bends. AP Clerk to report.
Letton Road sign. AP Clerk to email Matt Lines directly.
2488. To confirm placement of village beacon – Beacon should be placed Bullock Park as agreed at Bullock Park meeting on 13th July 2021.
2489. To discuss Queen's Jubilee – non-Parish Council event and to be driven by Bullock Park.
2490. To discuss Breckland Landscape and Settlement Character Assessment. AP Clerk & Cllr Hewett to condense views into reply.
2491. To receive update regarding Church Festival – mentioned earlier in Parishioners Time
- 2492. To discuss placement of Community Memorial Plaque** – agreed to place in noticeboard outside Post Office AP Cllr Smith to mount.
2493. To note Defibrillator Check completed and The Circuit database updated - now emergency ready again.
2494. To receive and note Police and SNAP reports – none received. Cllr Wordley has agreed to attend the meetings on behalf of Shipdham Parish Council.
2495. To receive Cllrs Reports
- Cllr Secker – Horticultural Society payment of WI Hall AP Cllr Smith to enquire and/or bring a cheque to next meeting.
Trees at Threeways – AP Clerk to ask Zach to trim.
Noted speed check on Market Street.
Railings on The Green quote £420 Proposed: Cllr Dewing Seconded: Cllr Secker unanimous. AP Clerk to initiate
Wood in churchyard AP Cllr Hewett to remove.
Cllr Hewett – Parish Page for Shipdham News.
2496. To receive and note correspondence including any received after the preparation of the agenda.
To note weekly updates from Norfolk County Council – noted.
To note updates from Thomas Bullock Church of England Primary Academy & copy letter sent to Parents/Carers regarding parking - noted
To note updates from NALC – noted. AP Clerk to email Cllr Holman training dates.
To note correspondence re Letton Road ditch from NCC - noted
To note Maxine O'Mahony appointed BDC new Chief Executive - noted
To note correspondence re Breach of Code of Conduct complaint - noted
To note Little Hale Road closure 16th – 18th November - noted
To note receipt of Precept request - noted
To note Christmas Tree to be delivered on 23rd November - noted
To note thanks from Royal British Legion for Parish Council donation to The Poppy Appeal - noted
To note Watton Road allotment site water turned off and meter reading submitted - noted
To note thank you from Watton Road allotment holder regarding traffic mirror placement – noted.
To note resignation of Chair of Shipdham Bowls Club – details updated on website – noted. AP Clerk to send thank you letter sent to ex-Chair.
2497. Any matters for inclusion on the next agenda – Christmas drinks and mince pies.
2498. To confirm the next meeting: 13th December 2021 Closed 8.48pm