



# SHIPDHAM PARISH COUNCIL



Chair: Carole Playford Clerk/RFO: June Smith

## MINUTES OF THE PARISH COUNCIL MEETING HELD 9<sup>th</sup> March 2020 IN THE WI HALL

Present: Cllrs: Playford (Chair), Allum, Crane, Dewing, Hewett, Secker, Shelley, Smith, Stolworthy, District Councillor Turner, County Councillor Connolly & Clerk: June Smith.  
5 Parishioners in attendance. The meeting opened at 7.30pm

(items in bold added after agenda was published)

- J Smith Parish Clerk  
09/03/2020

- 2044. Apologies for absence – Cllr Woodrow & Cllr Worth
- 2045. Declarations of Interest – Cllr Secker re cheque payment & Cllr Crane re Planning
- 2046. To agree and sign the Minutes of the meeting held 10<sup>th</sup> February – The Minutes were agreed as a true and accurate record and signed by the Chair. Proposed: Cllr Stolworthy  
Seconded: Cllr Smith - unanimous.
- 2047. Matters Arising for information only – Action Points – Completed or in hand. AP 1941 to be removed, as no interest.
- 2048. To consider and decide on time specific matters received after the preparation of the agenda – none.
- 2049. Chairman's Actions – Following last meeting re Planning, Cllr Dewing & Cllr Playford visited resident re planning application, although the application was rejected by BDC they could see both sides. Going forward, it would be advantageous for Cllrs to view planning sites prior to meetings, wherever possible.
- 2050. District Councillor Report – verbally presented by District Councillor Turner – Report on File.
- 2051. County Councillor Report - Boundary Commission are making changes to the 84 divisions and Shipdham may fall in different division in the near future. Further information at next meeting.
- 2052. 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.*

Invite for Chairman to attend Twinning Association meeting.

- 2053. Routine Finance To agree the following payments by cheque - Proposed: Cllr Stolworthy  
Seconded: Cllr Shelley

09/03/2020	J Brown	WI Hall Cleaning	£36.00
09/03/2020	C Andrews	WI Hall Admin	£40.00
09/03/2020	Clerk	Wages	£950.53
09/03/2020	HMRC	PAYE & NIC	£67.88
28/02/2020	Clerk	Expenses for February – inc £100 gift voucher	£227.91
12/02/2020	Corden Hardware Co Ltd	Gridforce matting for Churchyard	£1,353.60
14/02/2020	TPI Security	CCTV Install at Church bends	£630.00
13/02/2020	Westcotec	Brackets for SAM	£120.00
18/02/2020	Ravencroft	Churchyard survey and TPO application to BDC	£90.00
16/02/2020	James Bayliss	Pest Control	£42.00
11/02/2020	Roger Norton	Tree works within village	£4,716.00
25/02/2020	Playdale Playgrounds Ltd	Final payment for new equipment at Bullock Park	£3,599.87
04/03/2020	Norfolk Playing Fields Assoc.	Membership Fees	£25.00
<b>25/02/2020</b>	<b>Z Nock</b>	<b>Clearing Dereham Road Allotment Ditch</b>	<b>£50.00</b>
<b>08/03/2020</b>	<b>D Nock</b>	<b>Cemetery Caretaker</b>	<b>£80.00</b>
<b>08/03/2020</b>	<b>D Nock</b>	<b>Cleaning Bus Shelters</b>	<b>£80.00</b>
<b>02/03/2020</b>	<b>B Greaves</b>	<b>Heritage Centre Emergency Repairs</b>	<b>£130.00</b>



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

15/02/2020	Eon	Street Light	£302.78
15/02/2020	BT	WI Hall	£32.52
17/02/2020	Opus Energy	WI Gas	£81.69
17/02/2020	Opus Energy	WI Electric	£36.25
16/02/2020	BDC	Rates	£100.00
22/03/2020	Biffa	WI/BP Waste inc Waste Transfer Compliance Charges	£268.95
03/03/2020	Wave	Standpipe Water	£13.84
03/03/2020	Wave	Cemetery Water	£6.26
03/03/2020	Wave	WI Hall	£65.38
03/03/2020	Wave	DR Allotments	£6.87
03/03/2020	Wave	WR Allotments	£14.55

- b) To receive, note and sign bank account balances at 28/02/2020 – Agreed and signed by the Chair

Community account	6072	£30,483.26
Church wall account	4380	£4,075.13
Project A/c	2024	£0.05
Saver Account	4570	£47,724.66
Street Light Account	7769	£15,022.77
WI Hall Account	5971	£5,794.29
<b>Total Balances held</b>		<b>£103,100.16</b>



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2054. 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/2020/0035/VAR	Variation of Conditions Amended description to include condition 19 Chapel Street, Shipdham No issues
3PL/2020/0199/HOU	Proposed single storey side extension 8 Henry Cross Close No issues
3DC/2020/0025/DOC	Discharge of Condition No 7 on 3PL/2019/0232/Hou Herne Cottage, Herne Lane, Shipdham No issues
3PL/2020/0216/HOU	Refurbishment and extensions & erection of new entrance gates Owlswood, Dereham Road, Shipdham No issues
<b>3PL/2020/0035/VAR</b>	<b>Variation of Conditions 8,9,14,19 &amp; 21 of 3PL/2016/0655/F Amendment descript to include condition 14 Chapel Street, Shipdham No issues</b>
<b>3PL/2020/0195/LB</b>	<b>Replacement of 3 external doors to property and replacement of external gates. Old Plough Inn, Church Street, Shipdham No issues as long as the new doors are in keeping with the age of the Grade II listed property.</b>

b) Planning Decisions

TRE/2020/0047/TPO	Cut remove ivy from Stem Crown raise to 4.5m and reduce limbs over memorial cross by 2m to maintain clearance above the memorial. All Saints Church, Shipdham APPROVED
3PL/2019/1182/LB	Renovate current workshop into habitable room. Bulwers Cottage, Chapel Street, Shipdham APPROVED

c) Planning Appeals

3PL/2019/1308/VAR APP/F2605/W/20/3245672	Variation of Condition 2 of 3PL/2019/1308/VAR The Old Waggon & Horses, Chapel St, Shipdham Concerns have not changed, written representation letter to be sent.
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2055. Clerk's Report – To receive and note the Clerk's Report - noted

2056. BPMC – Cllrs Dewing and Secker. To receive and note:

a) Report from BPMC:

Application for S106 monies for carpet tiles – later on agenda

New Play Equipment installed

Easter Egg Hunt Saturday 11<sup>th</sup> April 2pm

Tea In The Park Saturday 20<sup>th</sup> June Times to be confirmed – free but with donation  
box, live band, bring own food, Fish & Chip van & Ice Cream van. No BBQs

Application to Woodlands Trust for hedging to replace conifers has been accepted  
and will arrive in November for planting.

b) Health & Safety update – Tree in Plantation is listing dangerously since storms – quote  
on agenda for approval. Tree which had fallen has been cleared by Mr I Leonard &  
Mr J Larwood.



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2057. PCC/PC update – mesh matting has been received and will shortly be laid. Lights are next to be dealt with. Ask Nocks to clear holly on the back-wall level to the wall AP Clerk
2058. Ditches – Watton Road - Cllr Connolly & John Cotton to write letters to landowners on our behalf AP Clerk to provide details.
2059. Ditches – Swan Lane – Hedgerow needs to be taken down to level so can be cleared. Quotes to take down hedge and clear ditch. AP Cllr Crane to get quotes Proposed: Cllr Stolworthy Seconded: Cllr Playford. AP Clerk to write to residents one quotes approved.
2060. Ditches – Dereham Road – Letter and Plan from Highways showing their ditches - Tenant kindly to clear ditch. AP Clerk to write to tenant.
2061. To discuss S106 application for flooring at Bullock Park Pavilion – Approved Proposed: Cllr Playford Seconded: Cllr Stolworthy. Cllr Secker to apply for WI Hall monies. AP Cllr Dewing & Cllr Smith to reply to BDC.
2062. To receive/respond to letter from RBL re Shipdham War Memorial – Discussion took place whether working group between PCC/PC should overtake the whole maintenance. Proposed Cllr Hewett to speak to RBL initially Seconded: Cllr Playford. AP P Hewett to speak to RBL to find working way forward.
- 2063. To approve quote for tree works at Bullock Park – Approved Proposed: Cllr Stolworthy Seconded: Cllr Playford unanimous**
- 2064. To approve quote for tree works in Churchyard – Approved Proposed: Cllr Hewett Seconded: Cllr Crane unanimous.**
2065. To note Defibrillator Check completed – completed by Clerk – noted.
2066. To receive and note Police and SNAP reports – circulated 13/02/2020 – noted.
2067. To receive Cllrs Reports

Cllr Smith – Vehicles parking on grassed area of Pound Green corner/Park Highatt - BDC owned land. AP Cllr Turner to take up with BDC.

Cllr Dewing – Dog Bin on The Green, agreed to move bin to the other side of The Green. AP Cllr Playford to contact M Lodge once bin empty.

Cllr Dewing – Lights down Pound Green Close are working but not correct times. AP Cllr Dewing to look at timer to see if we can correct timings.

Cllr Allum – Lady at Pound Green Lane thank you for getting tree seen too. Thanked those involved with Shipdham News.

Cllr Hewett – Shipdham News requests. Village Forum 20<sup>th</sup> March 7.30pm at The Golden Dog – agenda includes housing/making Shipdham better.

2068. To receive and note correspondence including any received after the preparation of the agenda.  
Footpath between Market Street and Allotments closed between 30<sup>th</sup> March – 9<sup>th</sup> April for electrical works – noted.  
Breckland Spring Clean March 12<sup>th</sup>-April 13<sup>th</sup> 2020 - Noted  
To receive Clerks & Councils Direct - Noted  
To note Bullock Park Domestic Rates Demand 2020/21 is £0 – Noted  
**To note letter from A Malt regarding ditches – previously discussed.**
2069. Any matters for inclusion on the next agenda – Pound Green footpath lights. Letter from Twinning Assoc.
2070. To confirm the next meeting including the Annual Meeting of the Parish: Wednesday 15<sup>th</sup> April 2020. Doors open to Parishioners at 7:15pm. (Planning applications available for Councillors to view from 6:45pm) Meeting closed to parishioners at 8.35pm

**Pursuant to s 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of the Insurance quotes for contractual matters.**

Agreed 3-year long term agreement Proposed: Cllr Hewett Seconded: Cllr Stolworthy unanimous.