



SHIPDHAM PARISH COUNCIL



Chair: Carole Playford Clerk/RFO: June Smith

MINUTES OF THE PARISH COUNCIL MEETING HELD 9th November 2020 BY ZOOM VIRTUAL MEETING

Present: Cllrs: Playford (Chair), Dewing, Hewett, Secker, Shelley, Smith, Stolworthy, District Cllr Turner, County Cllr Connolly & Clerk: June Smith.
4 Parishioners in attendance. The meeting opened at 7.30pm Meeting was recorded.

MINUTES Items in bold added after agenda was published

J Smith Parish Clerk
09/11/2020

- 2177. Apologies for absence: Cllr Allum & Cllr Crane
- 2178. Declarations of Interest - none
- 2179. To agree the Minutes of the meeting held on 12th October 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 Smith - unanimous.
- 2180. Matters Arising for information only – Action Points – Ransom strip quote outstanding. AP Clerk to chase
- 2181. To consider and decide on time specific matters received after the preparation of the agenda - none
- 2182. Chairman's Actions – no report
- 2183. District Councillor Report. – Cllr Hewett gave verbal update re COVID-19 lockdown situation including Breckland District figures. The factory outbreak has been contained. Breckland District Council to do weekly updates, which could go to public, if requested. Shipdham emergency group have regrouped and ready. Cllr Turner gave verbal update and applauded Watton Town Council and Police for their parts in handling the outbreak. Also, new Animal Welfare Officer is to be appointed in near future.
- 2184. County Councillor Report – Cllr Connolly gave verbal update and sending weekly updates circulated. Good news regarding the vaccine, a ray of hope.
- 2185. 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 6th November 2020 12 noon.*

Included; Government planning white paper and reply from George Freeman.
 Shipdham News editor thanked Parish Council for support with the Parish Magazine – invite to offer contributions towards the Shipdham News content.
 Chris Tilley from Clayland Homes joined the meeting and gave update on Street Farm. He answered Cllrs questions and are hoping for a launch of the show house for boxing day.
 Trap Lane pot holes – Clayland happy to put hardcore down as a gesture – discussed later.

- 2186. Routine Finance To agree the following payments by cheque Proposed: Cllr Hewett Seconded: Cllr Playford

09/11/2020	Clerk	Wages	£959.29
09/11/2020	HMRC	PAYE & NIC	£22.81
09/11/2020	Clerk	Expenses	£161.82
19/10/2020	M Lodge	Ransom Strip Repairs	£34.00
15/10/2020	G Tufts	Ransom Strip Materials	£27.58
09/11/2020	RBL Poppy Appeal	Donation	£150.00
24/10/2020	LogicRed	Web, Email and Database hosting	£99.00
20/10/2020	James Bayliss	Mole control in cemetery	£85.80
25/10/2020	PKF	External AGAR	£480.00
05/11/2020	M Lodge	Teen Shed Works	£45.00
01/11/2020	TTSR	Ground Maintenance	£2,180.28
09/11/2020	D Nock	Cemetery & Cleaning Bus Shelters	£160.00

To agree payment of the following invoices by D/D Proposed: Cllr Hewett Seconded: Cllr Playford

16/10/2020	Eon	Street Light	£292.48
15/10/2020	BT	WI Hall	£32.76
19/10/2020	Opus Energy	WI Gas Sep/Oct	£0.00
19/10/2020	Opus Energy	WI Electric Sep/Oct	£11.69
			In Credit -£26.14
15/10/2020	BDC	Rates	£117.00



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16/10/2020	Biffa	Credit Note re suspension of account	£-73.58
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To receive, note and sign bank account balances 30/10/2020 - noted

Community account	6072	£47,551.86
Church wall account	4380	£4,075.13
Project A/c	2024	£0.05
Saver Account	4570	£47,794.62
Street Light Account	7769	£15,035.60
WI Hall Account	5971	£14,563.76
Total Balances held		£129,021.02

2187. 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/2020/0988/HOU	Amendments to Proposed first floor balcony 25 Market Street, Shipdham Time sensitive – no issues. SINCE BEEN APPROVED
3PL/2020/1170/HOU	Proposed two storey side extension and single storey rear extension with air source heat pump. 13 Townshend Place, Shipdham No issues
3PL/2020/1175/LB 3PL/2019/0464/HOU	Demolition of conservatory and erection of single storey extension to rear. Beech Farm, Thorpe Row. No issues
3PL/2020/1207/F	Conversion of a barn to a 1 bed dwelling Street Farm, High Street, Shipdham No issues
3PL/2020/1206/F	Erection of Single Storey Dwelling and Garage Land adjacent Sun Ville, Little Hale Road, Shipdham Objection due to being outside the village envelope - unanimous

b) Planning Decisions

3PL/2020/1001/HOU	First floor side extension, single storey rear extensions and new cart-shed garage. Park Cottage, High Street, Shipdham APPROVED
3PL/2020/0954/HOU	Proposed Garage/Cartlodge for Farmhouse Street Farm House, High Street, Shipdham APPROVED
3PL/2020/0941/O	Erection of two new dwellings Russene, Chapel Street, Shipdham WITHDRAWN
3PL/2020/0822/HOU	Proposed new access driveway Gurdon Farm, Blackmoor Row APPROVED

c) Planning Appeals

APP/F2605/W/20/3257763 3PL/2020/0355/F	Existing room with in care home development change of use from communal room to residence accommodation (retrospective) Wood Court, Church Lane, Shipdham.
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2188. Clerk's Report – To receive and note the Clerk's Report - noted

2189. BPMC – Cllrs Dewing and Secker. To receive and note:

- Report from BPMC – trees are being planted. Knife found at Bullock Park – AP CCTV to be checked.
- Health & Safety update. – Up to date.
- Dogs on Lead following incident – by-law to erect notice AP Notice in Shipdham News. Proposed: Cllr Hewett Seconded: Cllr Smith new notices to go up saying Dogs On Lead & CCTV in Operation. Cllr Hewett to organise sign AP Clerk to contact P Chubbock to print sign.



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2190. PCC/PC Update to include Church Gate – monies previously agreed to be drawn down for repairs. Gridding to go down asap. Gates at both ends of churchyard, double 5 bar wooden gate at Watton Road end and 5 bar gate or similar at Dereham Road end to open inwards. AP Clerk to get quotes with M Lodge. Oak tree to be replanted by J Larwood, SPC to cover cost.
District Cllr Turner left the meeting.
2191. To note Quarter 2 Budget report – noted.
2192. To note receipt of the External Auditor Report and Certificate for year ending 2019/20 – noted.
2193. To discuss Christmas Tree for The Green, as per quote. Proposed: Cllr Dewing Seconded: Cllr Smith AP Clerk to order for delivery around 27th November. AP Cllr Playford to contact Cllr Crane
2194. To approve extending streetlight maintenance contract to 2022 – Proposed: Cllr Hewett Seconded: Cllr Dewing. Report streetlight number 10 High Street. AP Clerk to approve and report again.
2195. To invite pre budget and precept request improvement ideas – Christmas wish list for next year – ideas to Clerk
- 2196. To discuss quote for sensor on Pound Green footpath lights.** Proposed: Cllr Hewett Second Cllr Smith AP Clerk to approve
- 2197. To discuss WI Hall porch.** Porch needs re-roofing and tiling, although asbestos present. AP Cllr Dewing to look into quotes. Proposed works done asap: Proposed: Cllr Hewett Second: Cllr Playford
2198. To note Defibrillator Check completed – Clerk completed.
2199. To receive and note Police and SNAP reports - circulated 29/10/20 & 5/11/20
2200. To receive Cllrs Reports

Cllr Hewett – Parish page deadline is 16th November. Advertised Parish Council vacancy. Proposed Helen Bridge be co-opted. Helen Bridge to consider and confirm prior to next meeting. COVID-19 group stood up and ready.

Cllr Stolworthy – COVID leaflets - AP Cllr Hewett to print off leaflets for Cllr Stolworthy to deliver to Lake Close.

Ask for signage to Lake Close on A1075. AP Clerk to chase ransom strip quote and whether Watton Road land was vacated.

Trap Lane pot hole - road is unadopted and privately owned so Parish Council cannot do anything to the lane. AP County Cllr Connolly & Cllr Hewett to write to land owner. AP Clerk to email Cllr Connolly details of owner.

Cllr Secker – Molecatchers Cottage update - enforcement officer on sick leave.

Cllr Playford – AP Clerk to chase highways re drain at Weathervane House. Warning re SCAM from banks and buildings societies.

2201. To receive and note correspondence including any received after the preparation of the agenda.
To note BDC response to Planning White Paper – circulated and noted.
To note approval of Birch memorial by majority vote – noted.
To note receipt of Clerks & Councils Direct – noted.
To note email from George Freeman regarding COVID & Planning – noted.
To note water has been turned off at both allotment sites and up to date meter readings submitted – noted.
2202. Any matters for inclusion on the next agenda.
2203. To confirm the next meeting: Monday 14th December 2020. Meeting closed 9.10pm