



SHIPDHAM PARISH COUNCIL



Chair: Carole Playford Clerk/RFO: June Smith

MINUTES OF THE PARISH COUNCIL MEETING HELD

9th January 2023 at WI HALL

Present: Cllrs: Playford (Chair), Chaplin, Cross, Hewett, Shelley, Smith, Turner & Clerk: June Smith
5 x Parishioners in attendance. The meeting opened at 7.30pm

Items in bold added after agenda was published.

J Smith Parish Clerk

09/01/2023

Chair wished everyone a happy New Year

2856. Apologies for absence: Cllr Belo, Holman and County Cllr Connolly.

2857. Declarations of Interest: Cllr Shelley & Smith re payments.

2858. To agree the Minutes of the meeting held on 12th December 2022 - The Minutes were agreed as a true and accurate record and signed by the Chair - unanimous from those who attended.

2859. Matters Arising for information only – Action Points – in hand.

2860. Chairman's Actions – looking forward to new year with King's Coronation and Drynkings.

2861. District Councillor Report – Local elections in May including Parish Council and anyone voting will have to produce photographic evidence. BDC announced Coronation Grants available and for Parish purchase of flagpole. Noted complaint from Parishioner regarding bin emptying service – being dealt with by BDC. Cabinet meeting approved draft budget with approx. £4.95 increase per Band D and approved full Update and Option Statement for Local Plan. Call for sites finished with applications for 380 new homes within Shipdham. District Councillors to hold Village Forum in Feb/Mar regarding this – AP Cllrs Turner & Hewett.

2862. County Councillor Report – report on file.

2863. 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.*

Inc. Molecatchers application. Old Waggon & Horses site – concerns over fencing, due to high wind and H&S – AP Clerk to speak to applicant. Pot holes on Hale Road.

2864. Routine Finance

To agree the following payments by cheque – DOI Cllr Shelley & Smith - payments approved.

05/01/2023	Clerk	Wages	999.88
05/01/2023	HMRC	PAYE & NIC	£67.49
05/01/2023	Clerk	Expenses	£149.70
05/01/2023	C Andrews	WI Hall Admin	£40.00
05/01/2023	D Nock	Cemetery Caretaker	£160.00
05/01/2023	T Wale	WI Hall Cleaning	£40.00
12/12/2022	TTSR	Extra Cut Bullock Park	£89.15
19/12/2022	S Shelley	Heritage Centre invoices	£329.59
03/12/2022	S Perry	Sign writing for sandwich board	£85.00
19/12/2022	Z Nock	Allotment clearing & WI Hall Hedge	£140.00
12/12/2022	NPTS	Training	£120.00
20/12/2022	TT Jones	Street Light Maintenance	£277.61
20/12/2022	J Bayliss	Pest Control	£57.60
19/12/2022	Shipdham Bowls Club	Grant	£500.00
23/12/2022	Walnut Tree Garden Nursery	Trees for The Green	£70.00
20/12/2022	G Tufts & Son	WI Hall repairs	£46.08
03/01/2023	Z Nock	Ransome strip hedge cut	£120.00
06/01/2023	J Gibb	H & S Honorarium	£130.00
04/01/2023	Broadland Group	Assessment	£420.00

To agree payment of the following invoices by D/D – payments approved.

03/01/2022	Npower	December Street Lighting	£355.33
15/12/2022	BT	Bill	£33.54
19/12/2022	Opus Energy	WI Electric Nov/Dec	£38.81
19/12/2022	Opus Energy	WI Gas Nov/Dec	£441.89
15/12/2022	BDC	Rates	£106.00

To receive, note and sign bank account balances 30/12/2022 – noted and signed by Chair.

Community account	6072	£50,376.32
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Church wall account	4380	£6,025.13
Saver Account	4570	£2,799.05
Street Light Account	7769	£17,231.85
WI Hall Account	5971	£9,713.01
Total Balances held		£86,145.36

2865. Planning. To receive and consider Applications, Decisions and Appeals, including any received after the preparation of the agenda

Planning Applications– all planning applications can be viewed at www.breckland.gov.uk/planningsearch where you can enter the reference number below.

3PL/2022/1336/F	Erection of 3 bedroom, two storey Cottage Molecatchers Cottage, Mill Road Objections as before.
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Planning Decisions

3PL/2022/1265/HOU	Demolition of substandard extension to rear and erection of replacement single storey flat roof extension. Highwood, 27 Bradenham Road, Shipdham APPROVED
3PL/2022/1099/F	Erection of a workshop for vehicle and agricultural machinery repairs (Commercial Use) and external work (Revised Scheme) Land off Shipdham Road REFUSED

Planning Appeals

APP/F2605/W/22/3290905	Erection of 7 affordable dwellings, access and associated infrastructure. The Old Waggon and Hoses, Chapel Street, Shipdham APPEAL DISMISSED
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2866. To receive and note Clerk's Report – noted.

2867. BPMC - To receive and note:

- Report from BPMC -
- Health & Safety update – all in hand. Guttering to be re-fitted. Teen shed roof repairs needed. Grass has wireworm and BPMC will spray in due course.

2868. Highways Issues – Watton Road flooded AP Clerk - report to Highways

2869. Policy Reviews:

- Sickness Policy – approved.
- create working group to go through Allotment Agreement AP Clerk/LT/SSmith/CP/SShelley to discuss.

2870. To discuss feasibility study re pedestrian crossing – AP Decline and write to Parishioner.

2871. To consider plaque and tree surround for The Green – Approved RBL A5 plaque, wait for diameter of cage. AP Clerk to purchase.

- 2872. To consider Dog Trust banner request** – Banner on The Green for 3 months and Bullock Park AP Clerk to initiate.

2873. To note Defibrillator Checks completed.

2874. To receive Cllrs Reports – for information only.

Cllr Smith – arrange collection of trees with Cllr Cross – AP Cllr Cross/Smith. Churchwarden was asked about matting and Church clock – matting to be done this winter and still waiting for faculty regarding clock.
Items for Shipdham News.

Cllr Shelley – time capsule plaque handed to handyman for replacement.

Cllr Hewett – arrange for a Forum re Local Plan. Concerns regarding planter near bench on The Green - noted.

Cllr Playford – Christmas Tree on The Green - AP Cllr Hewett will dispose of the Christmas Tree.



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2875. To receive and note correspondence including any received after the preparation of the agenda.
To note newsletter from Norfolk County Council which can be read on our website – noted.
To note newsletters from Thomas Bullock Church of England Primary Academy – noted.
To note receipt of Local Plan briefing -noted.
To note Police and Crime Commissioner at Dereham Library 6th January 2-4pm and Swaffham Community Centre 12th January 2-4pm – noted.
To note Christmas Constituency Report from George Freeman – noted.
To note receipt of Clerks & Councils Direct magazine - noted.
To note Norfolk & Waveney Mind Suicide Prevention Facilitator group – noted – go along with Mindful Towns.
To note correspondence re Anglian Water Compliance Inspection – noted – in hand.
To note tenant change of company name and address correspondence – noted AP Clerk to initiate changes to tenancy agreement.
2876. Any matters for inclusion on the next agenda – King's Coronation.
2877. To confirm the next meeting: 13th February 2023
2878. Pursuant to section 1(2) of the Public Bodies Act 1960, it is resolved that, because of the confidential nature of the business to be transacted, the Press and Public leave the meeting during the consideration of staffing matters.

Proposed Deputy Clerk appointed before elections - unanimous. Working group set up to produce contract and job specification - AP Clerk/SShelley/CP/LT.

Meeting closed 8.20pm