



SHIPDHAM PARISH COUNCIL

Chairman: Paul Hewett Clerk/RFO: Rosemary Martin



MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 13TH OCTOBER 2014 IN THE WI HALL

Present Councillors: Hewett (Chairman), Aves, Chubbock, Crane, Fawcett, Playford, Ralph, and Secker, and Turner, and Rosemary Martin (Clerk); 11 parishioners in attendance.

699. To receive apologies for absence (all)

Apologies received from Cllr Arnold who was sick and Cllr Kidd who was on holiday.

700. To receive declarations of interest (all)

None received.

701. To agree and sign the minutes of the Parish Council meeting held 8th September 2014 (all)

It was proposed by Cllr Secker and seconded by Cllr Turner that the minutes were a true reflection of the meeting. All agreed, except Cllr Chubbock who abstained as he had not attended the September meeting.

702. Matters arising from the previous minutes (for information only)

Amey have not yet started the work to install low level lights along the footpath from Central Garage to Pound Green Close. They were unaware that they require a licence from Highways before they can start the work. Clerk to chase.

Jo Jay has been contacted by both the Chairman and the Clerk regarding the outstanding work on the Churchyard footpath. He has said it will be started "fairly imminently".

703. Routine Finance

a) Invoices

To agree payment of the following invoices (all)

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|----------------------------|--|--------|----------|
| Gary Lake | Grounds maintenance 6/10/14 #007 | 102261 | £502.50 |
| James Bayliss | Rodent control # 2646 | 102262 | £44.40 |
| Ashill Fire Protection Ltd | WI Hall Kit inspection | 102263 | £51.60 |
| TT Jones | Street Light Maintenance Oct/Nov/Dec 2014 | 102264 | £509.93 |
| Anglia Elite | China/Cutlery/Chairs/Tables etc hire WW1 event | 102265 | £763.20 |
| Richard Waterhouse | Materials for WI Hall repairs | 102266 | £43.50 |
| Anthony James | Removal of dead tree in Bullock Park | 102267 | £350.00 |
| Datanet | See §703 d) below Brother L8400CDN Laser Printer | 102268 | £283.20 |
| Communications | The printer had been purchased since the last PC meeting. The old printer stopped working, due to requirement for new belt @ ~£100. The net cost of the new printer is expected to be ~£130. | | |
| Parish Mag Printers | Printing Emergency Plan leaflets | 102269 | £239.00 |
| 999inks (R J Martin) | Underpayment for printer inks last month VAT amount not included | 102270 | £34.71 |
| R J Martin | September wages | 102270 | £400.00 |
| HMRC | September PAYE | 102271 | £100.00 |
| Norfolk Countryside Care | Rabbit fencing for new cemetery | 102272 | £2256.00 |
| Cllr Ralph | Engraving cup for Allotments competition | Cash | £19.00 |

It was proposed by Cllr Ralph and seconded by Cllr Playford that the above invoices be paid. All Agreed.

b) Bank Account Balances (Clerk)

The balance of the CEP remains at £25.13.

The balance of the Community account is £49,889.34. This includes a VAT refund of £3,222.95, and the second precept payment from BDC.

c) To agree rate for minor repairs to play kit to be carried out by Bill Hinks and payment



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date for honorarium (All)

After discussion, it was proposed by Cllr Fawcett and seconded by Cllr Ralph that minor repairs should be paid at a rate of £15.00 per hour. Clerk authorised to pay such invoices for any repair which takes less than 3 hours.

d) To receive report on Amber Condition trees and consider further work required on Red Condition trees in Bullock Park

Anthony James re-surveyed the Amber status trees, and confirmed that none of them needed urgent work. However, none of the Red status trees had been felled, and one was deemed to be very dangerous. This tree was felled. Anthony James provided a quote for felling the remaining Red Status trees in the Bullock Park. A local farmer offered to fell the trees at no cost to the parish, in exchange for the wood. After discussion, it was proposed by Cllr Fawcett and seconded by Cllr Turner that the work should be given to the farmer, on condition that he can fell all the trees, and remove all the wood before 1st November, otherwise, the work should be given to Anthony James.

e) To consider whether to further extend the Grounds Maintenance contract

The Grounds Maintenance contract was given to Gary Lake for 2 years in 2011, and extended for one year in 2013. After discussion, all agreed that the Council are very pleased with Gary Lake's work and that the contract should be extended for a further year.

f) To receive quotes for concrete posts and signage on Village Green (Clerk)

The Clerk reported that suitable concrete posts would be about £100. After discussion it was agreed that metal posts, similar to the existing ones, would be preferable. Cllr Crane to produce a quote for metal posts, with an option for removable posts included.

704. To report on site visit with Highways regarding the proposed pedestrian crossing (Cllr Hewett)

Cllr Hewett explained that the only offer available from Highways would be to install a pedestrian crossing, since there was nowhere near enough traffic (pedestrian or vehicular) to support the need for a pelican crossing. After discussion, it was proposed by Cllr Chubbock and seconded by Cllr Ralph that the offer of a pedestrian crossing be accepted, subject to there being adequate signage placed on the Bradenham Road and Park Estate. Cllrs Aves, Chubbock, Fawcett, Hewett, Playford, Ralph and Turner voted for. Cllr Crane voted against and Cllr Secker abstained.

705. To receive update on progress for new Cemetery project (Cllr Chubbock)

Cllr Chubbock extended thanks to Cllrs Ralph, Aves and Secker for helping sow the grass seed. Helpers are now required for hedge planting. Most of the work is now completed. The budget was £50k. The money spent so far is ~ £11k, with an additional £9.5k of donations from the village. A final report will be presented at the next PC meeting. Cllr Hewett thanked Cllr Chubbock for all the work he had put into this project.

706. To consider setting up a Community Car Scheme (Cllr Turner)

Cllr Turner had recently attended a PP panel, and it was suggested that Shipdham should consider starting a Community Car Scheme. Cllr Chubbock had looked into such a scheme previously, and found a co-ordinator. Cllrs Turner and Chubbock will look into this together.

707. To consider action on encroachment along Market Street side of Parish Agricultural & allotments land (all)

This item to be deferred.

708. To receive update on Speed Watch Team (Cllr Fawcett)

Cllr Fawcett has now identified a 6 people from Shipdham to set up the new team. Crowe Hill to be added to the sites to be targeted.

709. To receive update on our Road Speed kit data (Cllr Arnold)

This item to be deferred.

710. To receive update on new litter bin (Clerk)

The missing bin has been found. Cllr Turner to inform Steve Hitchman that no new bin is



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required.

711. To receive update on provision of signs in the Churchyard (Cllr Arnold)

This item to be deferred.

712. To receive update on name to be added to War Memorial (Cllr Fawcett)

Cllr Fawcett has identified a Shipdham man - George Desmond Barrell - killed in WW1 whose name does not appear on the War Memorial. Cllr Fawcett proposed that this name should be added to the War Memorial. All agreed, subject to obtaining agreement from his family.

713. To adjourn the meeting for Parishioners Questions

The meeting was adjourned.

The meeting was reconvened.

714. To consider setting aside money for 2018 WW1 celebrations (All)

Cllr Fawcett proposed that the council should set aside some of the precept for each of the next 4 years to fund centenary celebrations for the end of WW1. It was proposed by Cllr Chubbock and seconded by Cllr Playford that this matter should be looked into when the next budget is agreed. All agreed in principle.

715. Planning

a) To receive and consider recommendations from Planning Subcommittee on new planning applications (and any received after the preparation of the agenda)

3PL/2014/1005

Mr P Dodd

Erection of convenience store and 6 retail units, 6 one-bed flats and replacement of vehicle repair workshop

It was proposed by Cllr Ralph and seconded by Cllr Playford that the application be refused on the following grounds:

- a) entrance is too narrow
- b) the road going through to the proposed houses is too narrow: access for emergency vehicles will be severely limited as the road is only wide enough to take two cars so if a car were on the road, no emergency vehicle could get in or out
- c) runoff of water: not convinced that there is enough provision for water run-off, and it has not been possible to do a proper flood risk assessment since the lay of the land is not as it will be once the development is started
- c) the application has changed from previous one which included a layby; the bus stop and layby are necessary, and should be re-instated
- d) the doctors' surgery is not being replaced by a bigger one in spite of the patients recently taken in from Watton, and the continued expansion of the village.
- e) Shipdham wishes to retain its Local Service Centre status, but the sustainability of the Post Office will be lost with the introduction of a substantial Co-operative store
- f) there is no provision for general commercial retail storage

Cllrs Fawcett, Playford, Ralph, Secker and Turner voted for the refusal of the application. Cllrs Aves, Crane, Chubbock and Hewett voted to support the application. The motion to refuse was carried. (OWQC2918)

Prior to the vote Cllr Crane had confirmed that he had no interest to declare with regards to this application.

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|----------------|--|
| 3PL/2014/0931 | Miss Emma Beck, Chapel Street E J Beauty – Advertising Beauty Salon No objections. (OWPC3006) |
| 3PL/2014/0979 | Mrs R Wilkins, 159 Shipdham Road Residential development not ours (OWPC3007) |
| 3PL/2014/0892/ | <p>The Planning Committee recommended refusal for this application. Their objections were based on the following:</p> <ul style="list-style-type: none"> • The applicant has still not complied with his obligation to clear the site. • The application breaches the current Planning Policy for traveller sites (PPTS Mar 2012, Communities and Local Govt) as well as more local ones: viz: <p>PPTS: Policy B:9 - BDC's current traveller policy is mainly in A11 Corridor. Also, B:9 d) & e) – protecting local amenity/environment and in keeping with surrounding population's size and density (there is no local population density)</p> <p>PPTS: policy B:11 – sites should be sustainable economically, socially and environmentally (this site is too small). Also B:11a,b,c,d,h – this site is too inaccessible to ensure access to schooling, health services, reduce the need for long distance travelling or travelling to work, etc</p> <p>PPTS: policy D:13 small rural communities would not normally be used for travellers sites</p> <p>PPTS: policy H:23 strictly limiting new sites in open countryside away from existing settlements placing undue pressure on local infrastructure</p> <p>The Norfolk Gypsy & Traveller Liaison Group Unauthorised Encampments protocol refers to sites with increased chance of road accidents from traffic entering and leaving the site (Part 1 para 3) and hazards to the group or motorists through children or animals getting onto the road (same para). Para 5 refers to proximity to the nearest residence (too close) or business (too distant).</p> <p>I can't see a Traveller Policy on Breckland's site, but it will be close to South Norfolk's, who are ahead in their GTAA (Gypsy and Traveller Accommodation Assessment). BDC seem to have a Local Plan Working Group which reiterates the A11 option and acknowledges the PPTS. A BDC scoping report for the Local Plan (2013) refers to a GTTA(?) currently being undertaken but confirms sustainability problems with rural locations for such sites due to a lack of regular transport connections to shopping, employment, entertainment and health facilities (para 4.73). The South Norfolk Gypsy, Traveller and travelling Showpeople Accommodation Assessment (June 2014, paras 7.3 ff, but notably para 7.8 requiring good access to services) confirms the criteria for planning policy within a PPTS as sites being available, suitable and achievable: at least two, if not all three, of these criteria are not met here.</p> <p>All agreed. (comments emailed to Jemima Dean)</p> |

Josa

Other
Ken

Del

b) Planning Decisions

| | |
|-------------------------------------|---|
| 3PL/2014/0573/F 3PL/2014/0574/LE | Mr Adrian, 23 Market Street Provide a single storey extension to the rear and side of the existing listed dwelling house PERMISSION |
| 3PL/2014/0844 | Meadowgate Homes, Lomond House, Mill Road Erection of 2 storey dwelling and attached garage and new access PERMISSION |
| 3PL/2014/0777/F | JJ Lawrence and Son, Hedges Farm, Dereham Road Installation of 30kW Ground Mounted Photovoltaic Array |



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PERMISSION

c) Planning Appeals

3PL/2011/0854/F Ecotricity

The appeal was turned down by the Secretary of State (see correspondence – Department of Communities and Local Government). The appellant has until 5th November to appeal that decision.

716. To receive reports from Councillors and Clerk

Cllr Chubbock:

BDC have still not provided a valuation of the Old School Playing field site (§s 571, 585). Cllr Turner to investigate.

Cllr Chubbock has not received any speed data from Cllr Arnold (§s 671, 690).

No report has been received on the Village Appraisal (§631).

Highways to be informed that the 30mph and 40 mph signs on painted on the road were not re-instated when the road was re-surfaced.

Wanted to know if the Parish Council still intended to sell the village marquee (§520)?

Further handover actions

Clerk's signed contract, and 4 years' worth of play kit inspection reports have been handed to Cllr Hewett.

the Council need to appoint someone to walk round the village to check the street lights and also to go round the village with Gary Lake to discuss all his tasks to be carried out once the grass cutting season is finished.

Cllr Aves:

The Shipdham and 40mph signs on the Watton Road are obscured. Clerk to advise Peacock Farm

Cllr Secker:

wishes to purchase crockery for the WI Hall. Cllr Turner suggested that it might be possible to get a grant towards this.

Cllr Fawcett:

Needs details of all monies spent by the Parish Council on the WW1 celebrations

There are still parking problems on and around the Village Green area. Cllr Turner to chase.

Cllr Ralph:

The annual meeting of allotment holders and the prize giving was held on 3rd October. All the allotments rent money collected was handed to the Clerk (£632). £19.00 was returned to Cllr Ralph to reimburse her for the cost of engraving the cup. Vacant allotments are being advertised. Since Cllr Ralph might be moving out of the area, it was agreed that Cllr Aves will take over running the allotments.

Cllr Hewett:

Formally thanked Cllr Ralph for all her work.

Also extended a huge thank you to the Village Correspondent – Mr Lomas - who is retiring at the end of the year, and will be advertising for replacement.

Clerk:

Street light emergency Meadow Close reported 8th October

Potholes in Mill Road and Little Hale reported to highways #489270

Highways have requested that the requirement for funding for the Letton Road feasibility Study be withdrawn, since whatever the outcome of the feasibility study, no work would be carried out under the current funding restrictions. All agreed.

717. To receive correspondence (including any received after the preparation of the Agenda)

Correspondence (excluding routine email correspondence)

Bob Lomas

Stopping his role as Parish Correspondent

See §716

BDC

Art Trail workshops and demonstrations

posted

Recycling – new collections

posted



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|--|--------------|
| Recycling – bottlebank | posted |
| Dept of Communities and Local Govt | |
| Ecotricity Appeal – refusal | See \$715 c) |
| NCC | |
| Deferment of Letton Road feasibility study | See \$??? |
| New PPS scheme – 2015/2016 | |
| Dementia friends | noted |
| UKPN | |
| Grant – Power of Giving Fund | noted |

Routine Email Correspondence (emailed to Councillors)

All routine email correspondence from : BDC, Norfolk ALC, Norfolk RCC, Norfolk Constabulary, POWT BRICK team was emailed to the Council.

718. To confirm the next meeting of the Parish Council

The next meeting of the Parish Council will take place on 10th November 2014 at the WI Hall at 7:30 pm Doors opened to Parishioners at 7:15 pm. (planning sub-committee to meet at 6:45 pm)

Meeting closed 10:04 pm