



SHIPDHAM PARISH COUNCIL

Chairman: Paul Chubbock Clerk/RFO: Rosemary Martin



MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 9TH SEPTEMBER 2013 IN THE WI HALL

Present: Councillors: Chubbock (Chairman), Cllrs Arnold, Hewett, Kidd, Ralph, Turner, Winchester and Rosemary Martin (Clerk); 7 parishioners in attendance.

445. To receive apologies for absence

Apologies received from Cllr Secker (on holiday) and Cllr Fawcett (on holiday).

DRAFT

446. To receive declarations of interest

Cllr Arnold declared an interest in §451

447. To agree and sign the minutes of the Parish Council meeting held 8th July 2013

It was proposed by Cllr Ralph and seconded by Cllr Kidd that the minutes were a true record of the meeting. All agreed, and the Chairman signed the minutes.

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

Cllr Hewett reported that NCC Highways conceded that the siting of the Abel crossing was wrong, and it will now go where the Parish Council had originally wished. Highways claim to have no obligation to consult the public, or the Parish Council, about the siting of crossings.

449. Routine Finance

a) Invoices

To authorise payment of the following invoices (paid since the last meeting)

August Invoices

James Bayliss	#102134 - pest control invoice 2168	£37.20
Paul Miller	#102137 WI Hall electrical work	£591.74
Paul Chubbock (Timberline)	#102138 Play area maintenance	£282.79
Paul Chubbock (Tesco)	#102138 Play area maintenance	£37.50
Marlene Secker	#102139 WI Hall Fridge	£139.99
HMRC	#102136 PAYE July	£100.00
R Martin	#102135 Salary July	£400.00

To agree payment of the following invoices

September Invoices

James Bayliss	pest control - invoice 2209	£33.60
Gary Lake	Church/cemetery/Green/ Park/footpaths	£805.00
HMRC	PAYE August	£100.00
R Martin	Salary August	£400.00
Liz Ralph	Engraving of allotment cups	£17.50

The council were content that all these invoices should be paid. The Clerk reported that the August invoices for James Bayliss and HMRC had never reached their destinations, and asked the council's approval to raise cheques in the amount of £70.80 for James Bayliss and £200 for HMRC, covering the total amount owed. It was then proposed by Cllr Hewett and seconded by Cllr Turner that these invoices be paid.

b) Direct Debits

ANGLIAN WATER	Cemetery	£17.82
ANGLIAN WATER	Allotments (D)	£124.81
ANGLIAN WATER	Green	£14.67
ANGLIAN WATER	WI Hall	£66.84
ANGLIAN WATER	Allotments W)	£87.05
ANGLIAN WATER	Allotments W)	£87.05
ANGLIAN WATER	WI Hall	£66.84
BIFFA	WI Hall (excess charge)	£5.40
BRITISH TELECOM	15-Jul	£38.14



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BRITISH TELECOM	15-Aug	£38.14
c) <u>Bank Account Balances</u>		
Community Account		£57,008.52
CEP Account		£25.13

d) To receive update on bank mandate (Clerk)

The mandate forms have been signed by all parties, and will now be returned to the bank.

Clerk

450. To consider the installation of a new bus shelter in the vicinity of Pound Green and the A1075 (Cllr Chubbock)

After some discussion, it was resolved to ask NCC Highways to look at the site and make suggestions as to where a shelter could be placed

DRAFT

451. To receive quotes for repair of churchyard footpath (Clerk)

The Clerk had received only one quote. In view of the amount (around £6k), it was resolved to continue to look for another quote. Cllr Winchester agreed to provide a quote

Cllr
Winchester

452. To receive update on replacement of street lights (Clerk)

Eleven steel columns have been installed to replace the red status lights. The lanterns for these columns are on order. It is expected that the new lights will be working in 6 weeks. TT Jones have been asked to suggest which 30 lanterns should be replaced under the Parish Partnership scheme. Cllr Chubbock reported the new column outside High Bid was too close to a tree. It was resolved that TT Jones should be asked to include the 4 lights along the old school playing field footpath on the list of proposed replacements, that they could order the 30 new lanterns immediately in view of the long delivery lead times, and that the new column outside High Bid should be re-sited at a suitable distance from the tree. All agreed.

Clerk

453. To receive update on Biffa contracts (Clerk)

The Bullock Park contract is being processed by Biffa. The Clerk is waiting for a correction to the invoicing address on the new WI Hall contract.

Clerk

454. To adjourn the meeting for Parishioners Questions

The meeting was adjourned.
The meeting was reconvened.

455. To receive update on review of rents for Parish Council owned agricultural land (Clerk)

The land agent says that, due to the nature of the tenancy, notice must be given to the Malt family by the end of this month in order to be able to increase the rent at the end of this year. He will draft the letter. He has looked at the land and suggests an annual rent of £150 per acre.

Clerk

456. To receive update on monies coming from BDC subsequent to completion of Abel development (Cllr Chubbock)

Cllr Chubbock tabled a contract between BDC and Abel (among others) which details monies which will be paid by Abel to various bodies as the development progresses. Some of these sums are specifically meant to be used for the benefit of Shipdham. It was resolved that the parish council should pro-actively approach these bodies with parish requirements. Cllr Hewett will draw up a list of suggestions.

Cllr Hewett

457. To receive update on the replacement for the Teen Shelter in the Bullock Park (Clerk)

Timberline had suggested a delivery date of 11th September. Philip Rudling has not provided a date for the completion other than the end of September.

Clerk

458. To receive update on the Emergency Planning Process (Cllr Arnold)

Cllr Arnold reported that the process of creating the Emergency Plan had worked well and generated good feeling in the community. He will have a draft version of the process for



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the next meeting, and will be publishing a double-sided A4 sheet, containing a synopsis of the plan, to distribute around the village. Cllr Turner has also acquired some visibility and heat retention kits.

Cllr Arnold

459 To consider future use of allotment land to be vacated by Mr I Chubbock (Cllr Ralph)

The area is about one acre. After discussion it was decided that Cllrs should come forward with suggestions for the future use, but that in the meantime the area should be grassed over. It was proposed by Cllr Ralph and seconded by Cllr Hewett that John Larwood be asked for a quote for this. All agreed.

All Cllrs

460 Planning (Cllr Ralph)

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

DRAFT

3PL/2013/0795	<p>Otterwood Kennels C/U (partly retrospective) to use of land for 4 mobile home pitches, new access, retain vehicle storage & assoc. facilities This application should not be supported. Reasons cited were: The need for more information on the existing commercial activity, in particular the nature of the business and whether it had any effect on the environment. Eg is any effluent discharged? If so, where? Do not believe that existing trees- some of which are of considerable size - should be cut down in order to make an urban looking entry onto what is a very dangerous road. The history of failure to comply with previous requests to clean up the site have been ignored, so do not feel that any further planning applications should be approved until this is resolved. What link is there between the commercial activity and any residential caravans on the site? (INET0020)</p>
3PL/2013/0795	<p>R T J Builders Ltd Land adjacent 79 Pound Green Lane Erection of a house and garage It was proposed by Cllr Ralph and seconded by Cllr Arnold that this application be supported. All agreed. (INET0022)</p>
3PL/2013/0728/D	<p>Prowind (UK) Ltd Windyridge Daffy Green IP25 7QQ Erection of a 10kw xzeres 442SR wind turbine It was proposed by Cllr Ralph and seconded by Cllr Arnold that the Council should object to this application because there are too many houses too close to the site. All agreed. (INET0021)</p>

b) Planning Decisions

3PL/2010/1096/O	<p>Mr Leonard Erection of 15 homes, land off Parklands Avenue PERMISSION (see councillors reports)</p>
3PL/2013/0420/F	<p>Abel Homes Revisions to footpath arrangement PERMISSION</p>
3PL/2013/0482/F	<p>Mr & Mrs James Shrublands Bungalow Replace bungalow with single storey timber lodge dwelling PERMISSION</p>
3PL/2013/0598/F	<p>Mr Larwood</p>



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	Larwood Farms COU cattle shed PERMISSION
3PL/2013/0630/F	Paterson, Grange Farm Grain storage building PERMISSION
3PL/2013/0631/F	Paterson, Grange Farm Open straw barn PERMISSION

DRAFT

c) Planning Appeals

APP/F2605/C	Otterwood Kennels Appeal against enforcement will be heard on 10 th September.
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461 To receive reports from Councillors and Clerk

Cllr Ralph: reported that the annual allotments meeting and rent collection will take place on 4th October in the WI Hall at 7:30. Cllr Turner will help collect the rents.

Cllrs Ralph
Turner

Jubilee trees are very weedy, it was resolved to take no action.

Cllr Hewett: offered his congratulations to Cllr Turner on her election to the deputy leadership of BDC. It was sad to hear of the recent death of Wing Commander Wallace.

Cllr Chubbock: has been asked if the council will contribute towards a porta-loo the RBL have bought for the village (next agenda).

Clerk

The repairs to the play kit are now complete.

The deadline for laying down the Cemetery stones has been extended, since two people have recently come forward wanting to do repairs.

90% of the Jubilee trees, including the Queen's oak are alive.

He attended 3 events on behalf of the Parish Council over the holiday period viz: The Prince's Trust Awards, the Twinning meeting and the RBL event in the Cemetery. (The rumours circulating that there was a drunken brawl at this event are not true, it was a good event.) He asked other Councillors to look at the reported fly-tipping at the edge of the land rented to Cllr Crane (next agenda)

Cllr Kidd: wished to thank Cllr Secker for the lovely flowers through village all summer
Complaint has been received that there are dangerous trees at Bullock Park. It was agreed that quotes should be obtained for surveying all the trees at the Bullock Park, behind the WI Hall and in the Churchyard, and also for the Swan lane allotments oaks.

Clerk

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

CAB Suffolk West	Invitation to AGM	Noted
Graham Moore	Stinking Air	Response from chairman
Janine Hollick	Otterwood Kennels	Posted
Local Government Boundary Commission	Electoral Review of Breckland Invites bdc pc and people to submit suggestions for changes to boundaries and change name	Noted
Norfolk ALC	Norfolk Link	Noted
Norfolk ALC	Weekly updates	Noted
NCC	fostering	Posted
NCC	Hazardous Waste	Posted



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	Amnesty days	
Norfolk Fire & Rescue Service	Thank you for donation	Noted
Norfolk RCC	E- Newsletters	Noted
Norfolk RCC	Invitation to Event - "Helping improve Community Transport in North Norfolk	Noted
Norfolk RCC	Invitation Swaffham funding fair	Noted
Sandra Culpin	Ditch works on Little Hale Road	Noted
Wallis	Volunteer hedge trimming	Noted
Simon Myers	Shipdham website photos used in book	Noted

463 To confirm the next meeting of the Parish Council

The next meeting will take place on 14th October 2013 at the WI Hall starting at 7:30 pm Doors opened to Parishioners at 7:15 pm. (planning sub-committee to meet at 6:45 pm)

Meeting closed at 9:55 pm

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