



# SHIPDHAM PARISH COUNCIL



Chairman: Paul Chubbock Clerk/RFO: Rosemary Martin

## MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 11<sup>TH</sup> NOVEMBER 2013 IN THE WI HALL

DRAFT

Present: Councillors: Chubbock (Chairman), Arnold, Fawcett, Kidd, Secker, and Turner and Rosemary Martin (Clerk); 7 parishioners in attendance.

### 489. To receive apologies for absence

Apologies received from Cllr Crane who is unwell, Cllr Hewett who I away on business and Cllr Ralph who is on holiday.

### 490. To receive declarations of interest

Cllr Fawcett declared an interest in §497.

### 491. To agree and sign the minutes of the Parish Council meeting held 14<sup>th</sup> October 2013

In §480, 2104 was replaced with 2014, and the change was initialled by the chairman. It was then proposed by Cllr Fawcett and seconded by Cllr Secker that the minutes were an accurate record of the meeting, and the Chairman signed the minutes.

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

Mr Larwood and Mr Jay have discussed the timing of the work to repair the Churchyard footpath; it is expected that the work will be started next week.

### 493. Routine Finance

#### a) Invoices

To agree payment of the following invoices

James Bayliss	# 2273 pest control	102153	£48.00
LogicRed	Web hosting (Nov 2012/13 and Nov 2013/4)	102154	£158.00
Neil Hardy	WI Hall electrical system repairs	102155	£55.00
FGB Ulrych	Digger hire - cemetery	102156	£2844.00
HMRC	PAYE October	102157	£100.00
R Martin	Salary October	102158	£400.00
Anthony James	Tree survey #359	102159	£325.00
P A R Services	Base for Timberline #587	102160	£672.00

After some discussion, it was proposed by Cllr Turner and seconded by Cllr Secker that, following a check on the amount of the P.A.R. invoice these invoices should be paid. All agreed.

TT Jones have requested payment on their invoice #8877, presented last month. The new columns and lanterns are in position, but the lights are not yet working. After discussion it was proposed by Cllr Kidd and seconded by Cllr Fawcett that: a breakdown be requested of the amount invoiced for re-positioning street light #9, and 50% of the rest of the invoice should be paid, pending the completion of the work (cheque 102168, £8924.52).

#### b) Direct Debits

BT	£38.78
E.ON	£15.12
BDC	£72.00

#### c) Bank Account Balances

Community Account	£74,686.26
CEP Account	£25.13

Clerk

### 494. VAT Reclaim

A VAT reclaim will be made this month

### 495. To receive Councillors' suggestions for next year's spend in order to agree the



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## **Budget for 2014/2015**

After discussion the following suggestions were adopted:

- Money should be set aside for election expenses.
- An allowance of £500 per annum should be included to reimburse Cllrs and the Chairman for out of pocket expenses
- Money should be set aside to continue the street light replacement programme at a rate of 7 lights per year.
- A sum of £1000 should be included for commemoration of the 100<sup>th</sup> anniversary of the start of WW1 next year

Cllr  
Chubbock

Cllr Chubbock will draw up a draft budget to be agreed during the next meeting.

### **496. To consider making a contribution towards the costs of the Shipdham Twinning Association next year (Cllr Kidd)**

Next year, the Shipdham Twinning Association will be hosting a visit from Noyant la Gravoyère. After discussion, it was proposed by Cllr Kidd and seconded by Cllr Fawcett that a donation of £350 be made towards these costs. A request had been received for visitors to come from the German town twinned with Noyant la Gravoyère, and also that the French and German flags could be flown on the Village Green. Cllr Fawcett has been asked to consult with the RBL on this topic.

Cllr  
Fawcett

### **497. To consider making a donation of £150 towards the RBL Poppy Day fund**

All agreed to this donation (cheque 102169).

### **498. To adjourn the meeting for Parishioners' Questions**

The meeting was adjourned.  
The meeting was reconvened.

### **499. To receive update on management of Portaloo (Cllr Fawcett)**

After discussion, it was resolved not to proceed with this idea.

### **500. To receive update on new cemetery project (Cllr Chubbock)**

The whole area has been dug over to a depth of ten feet, and all rubbish and clay soil removed. A large amount of top soil, supplied by ABEL at no cost, has been introduced, although more will still be required. Cllr Chubbock is in discussion with one of the neighbouring landowners about the exact position of part of the boundary. Cllr Chubbock hopes to be able to get further topsoil and plants for the hedges at no cost.

### **501. To receive update on potential siting of new bus shelter (Cllrs Fawcett and Secker)**

Cllr Fawcett circulated details of various shelters ranging up to over £8k. He recommended a Shelterstore at about £1.6k. The Council resolved to accept this recommendation. Cllr Fawcett will progress.

Cllr  
Fawcett

### **502. To receive update on fly tipping on land rented by Cllr Crane (Cllr Crane)**

In the absence of Cllr Crane, this will be deferred to the next meeting.

Clerk

### **503. To receive update on tree survey**

The report received from Anthony James was circulated. The only trees in need of any immediate work are in the Bullock Park. This information should be passed to the Bullock Park committee (Clerk). Some work is needed on a tree in the Swan Lane allotments. Gary Lake to be asked to do this. (Clerk)

Clerk

### **504. To receive update on hedge cutting contractor**

Chris Dennis (MP Dennis and Sons) will do the work for about £216. It was proposed by Cllr Kidd and seconded by Cllr Turner that this quote be accepted. All agreed.

Clerk

### **505. To receive update on potential S106 monies from Abel development in Church**



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**Close (Cllr Hewett)**

In the absence of Cllr Hewett, this will be deferred to the next meeting.

Clerk

**506. To receive update on where and when the traffic monitoring kit is being used, and the data received to date**

Cllr Arnold reported that the kit should ideally be sited along the A1075, but due to restrictions imposed by Highways this cannot be done. Cllr Chubbock is currently in discussion with Iain Templeton about this. (Next agenda)

Cllr Chubbock

**507. To consider what action could be taken to limit the size of vehicles using the junction of Mill Road and Church Close**

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The Clerk has spoken to Paul Sellick in Highways, and while obtaining a weight restriction sign would be a long and costly process, it would be much quicker and cheaper to install 'Unsuitable for HGVs' signs at all relevant approaches to the turning. The Council resolved to take this option.

Clerk

**508. To consider options for co-opting a new Councillor**

The vacancy should be advertised on the Parish Notice Boards, and in the Shipdham News. Mr Lomas, the Village Correspondent, will advertise it in the Dereham Times. Additionally councillors can approach anyone they believe to be suitable and ask if they would like to be co-opted.

Clerk All

**509. To receive new planning applications and planning decisions (Cllr Arnold)**

3PL/2013/0947/F	Mr A Thorne Ash Farm King Row, SHIPDHAM IP25 7RW Erection of hay storage barn It was proposed by Cllr Arnold and seconded by Cllr Kidd that this application be supported; all agreed. (INET40605)
3PL/2013/0982/D	Mr C Hagan 3 Fen Folgate, SHIPDHAM IP25 7LT Erection of dwelling & new vehicular access for existing dwelling It was proposed by Cllr Arnold and seconded by Cllr Kidd that this application be rejected; the building is too large for the site, and not in keeping with the street scene; all agreed. (INET40606)

**Decisions**

3PL/2013/0795D	Land adjacent to 79 Pound Green – house and garage <b>GRANTED</b>
3PL/2012/1227/F	West End Cottage, High Street - external flue and conversion to granny annexe <b>GRANTED</b>

**Appeals**

The Ecotricity appeal will be held at Barnham Broom Hotel, starting at 10:00 am on 19<sup>th</sup> November and continuing for up to 6 days. All previous comments and representations made by the Council will be presented in evidence.

**510. To receive Councillor's and Clerk's Reports**

Cllr Secker: someone has been regularly dumping chocolate papers and empty drink cans all around the village. The council will publicise this in the Shipdham News and on the Parish Notice Boards; Cllr Turner will talk to the enforcement officer regarding appropriate action. Cllr Secker would like to see 'No Parking' signs in church yard  
Cllr Chubbock: The new teen shelter is now installed.

Clerk  
Cllr Turner

A replacement for the village marquee should be on the next agenda. Descendants of Gillian Shepherd have presented the village with a wooden box with associations with the village. Cllr Fawcett will take it to the heritage building

Clerk  
Cllr Fawcett



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**511. To receive correspondence (including any received after the preparation of the agenda)**

1 All Saints	Thanks for help and invitation to Service of Thanksgiving	Filed
2 Dawn Tindale	Complaints regarding work done on protected trees , Fen Folgate Cllrs Turner and Hewett have resolved this issue, and Abel and the tree contractor have apologised	Resolved
3 EACH	Thank you for donation of £250 (through John Phillips)	Filed
4 Milton Fund Raising Team	Santa Claus runs	
5 M Wallis	Complaints regarding work done along footpath by Old School Playing field	Clerk replied
6 Norfolk ALC	Rave Season	Noted
7 Norfolk ALC	Weekly update week ending nov 01	To Cllrs
8 Norfolk ALC	Weekly update week ending 25 <sup>th</sup> October	To Cllrs
9 Norfolk ALC	Weekly update week ending 18 <sup>th</sup> October	To Cllrs
10 Norfolk RCC	Invitation to Budget Proposals Event	Noted
11 Sandra Culpin	Complaint to highways re mud on road at junction of Bradenham rd and Little Hale rd	Clerk replied
12 Wayland Partnership	Farmhouse breakfasts	Noted

**512. To confirm the next meeting of the Parish Council**

The next meeting of the Parish Council will take place on 9<sup>th</sup> December at 7:30 pm in the WI Hall, planning committed to meet at 6:45 pm.

The meeting closed at 9:30 pm

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