



# SHIPDHAM PARISH COUNCIL

Chairman: Paul Hewett Clerk/RFO: Rosemary Martin



DRAFT

## MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 9<sup>TH</sup> FEBRUARY 2015 IN THE WI HALL

Present Councillors: Hewett (Chairman) Arnold, Aves, Chubbock, Fawcett, Kidd, Playford, Secker, and Turner and Rosemary Martin (Clerk); District Cllr Jordan and 5 parishioners in attendance.

Cllr Hewett was delayed due to transport problems, and the meeting was chaired by Cllr Turner until he arrived.

### 762. To receive apologies for absence (all)

Apologies received from Cllrs Crane, and Ralph

### 763. To receive declarations of interest (all)

None received.

### 764. To agree and sign the minutes of the Parish Council meeting held 12<sup>th</sup> January 2015

It was proposed by Cllr Chubbock and seconded by Cllr Fawcett that the minutes were a true reflection of the meeting. All agreed, except Cllr Kidd who had not been present. The minutes were then signed by the Cllr Turner.

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

None.

Cllr Hewett chaired the rest of the meeting.

### 766. To adjourn the meeting for Parishioners' Questions

The meeting was adjourned.

The meeting was reconvened.

### 767. Routine Finance

#### a) Invoices

To agree payment of the following invoices (all)

M Secker	Stephensons WI Hall crockery and cutlery	£181.15	#102302
Bill Fawcett	SurveyMonkey	£299.00	#102303
R Martin	Seltek grit bin	£100.80	#102304
Stefan Ludkin	Cemetery stump removal (x4) <sup>Note 1</sup>	£120.00	cash
James Bayliss	Pest Control #2818	£44.40	#102306
R J Martin	January wages	£500.00	#102307
	January PAYE	£125.00	#102308

*Note 1: The undertaker's new hearse was found to be too big to get down to the end of the Cemetery due to 4 tree stumps. It was arranged for these stumps to be removed. Cllr Chubbock had accepted £725 cash from the purchaser of the marquee. He paid Mr Ludkin in cash and handed the balance of the cash to the Clerk to be banked.*

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

#### b) Bank Account Balances (Clerk)

Bank account balances on 9<sup>th</sup> February 2015::

CEP	£25.13
Community	£44,331.38
Active Saver	£40,152.19

Clerk  
Cllrs Aves  
Playford

#### c) To agree payments for SLCC CiLCA qualification training

After some discussion, it was proposed that the Clerk should wait until there was a course available for the new CiLCA qualification (expected to start in September). All agreed except Cllr Chubbock who abstained. Cllrs Aves and Playford have been booked on an introductory training course for clerks and councillors. (Total cost £90). The Clerk also requested to attend a course on Elections. (Total cost £30). Both agreed by the Council.

Clerk



# SHIPDHAM PARISH COUNCIL

Chairman: Paul Hewett Clerk/RFO: Rosemary Martin



DRAFT

d) To agree mechanism for payment of WI Hall use

It was agreed that two entries should be added to the accounts for each meeting held in the WI Hall. This would be a debit to the office expenses total and a credit to the WI Hall income total.

Clerk

**768. To receive quotes for replacement of street lights**

Quotes had been solicited from TT Jones and Amey for the replacement of 9 concrete street lights and 5 additional lanterns. Only one quote had been received - from Amey. The total cost would be £13,607.38 plus VAT. Resolved to defer a decision until the March meeting.

Cllr  
Secker  
Clerk

**769. To receive quotes for repairs to WI Hall chimney**

No quotes received. Decision deferred to March meeting.

Clerk

**770. To consider application for match funding for a PCSO**

It was resolved not to pursue this option.

**771. To consider whether the Parish Council should take over the maintenance of the Bullock Park (as outlined by Sylvia Slaughter)**

It was proposed by Cllr Kidd and seconded by Cllr Turner that the Parish Council should take over the maintenance of the Bullock Park from May 2015. All agreed.

Clerk

**772. To consider approaches to the Phase 2 redevelopment of Bullock Park and the funding options available**

It was resolved to investigate this further.

Clerk

Clerk

**773. To consider whether to employ a Village Asset Maintenance Manager**

It was resolved to investigate this further.

Cllr  
Hewett

**774. To receive a further update on the new Cemetery**

The overall budget and donations towards the new Cemetery had been incorrectly reported in the Dereham Times. An accurate statement of the budget will be put in the Shipdham News. All the Burial and other Cemetery books are currently with Cllr Chubbock. Cllr and Mrs Chubbock have put the burial records from 1950 onwards onto an Excel spreadsheet. After some discussion on what further works might be required before the opening of the new Cemetery, it was resolved that Paul Littleproud should be invited to the next meeting to join the discussions.

Clerk

**775. To consider when to hold the Annual Meeting of the Parish**

It was resolved to hold the Annual Meeting of the Parish on 13<sup>th</sup> April, directly before the April Parish Council meeting. Clerk to check whether the May meeting of the Parish Council can legally be held on 11<sup>th</sup> May.

**776. Planning**

a) To receive and consider new planning applications (including any received after the preparation of the agenda)

3PL/2014/1358/F	Ash Farm, King Row, Shipdham Lifting restriction on use of barn for holiday lets only; replacement with use for equine accommodation Resolved to support BUT subject to the building never being used except for the purpose described (OWQC4969)
3PL/2014/1073/O	George Tufts & Sons Cricket Players Land Off Old Post Office Street IP27 7PQ Proposed 14 Dwelling Residential Development Resolved to support as long as the development does not exceed the line of village envelope. (OWQC4967)

Cllr  
Arnold



# SHIPDHAM PARISH COUNCIL



DRAFT

Chairman: Paul Hewett Clerk/RFO: Rosemary Martin

3PL/2015/0006/F	Miss A Garrod Ridings Church Lane IP25 7JY, Shipdham Single Storey Extension to rear Resolved to support )OWQC4966)
-----------------	--

- b) Planning Decisions  
none
- c) Planning Appeals  
none

All

## 777. To receive reports from Councillors and Clerk

Cllr Arnold: will review/revise the Village Emergency Plan with the results from the Village Appraisal. A new vicar, Gill Wells has been appointed to All Saints.

Clerk

Cllr Kidd: The Village Appraisal will be completed by mid-May.

Cllr Hewett: The Village Appraisal working group have devised a new questionnaire for this appraisal.

Cllr  
Turner

Cllr Fawcett: A link will be used for the Village Appraisal information to be accessed from the web site.

Cllr Chubbock: has found details of daffodil sponsors and photos of the Church Wall project, but cannot find the final completion statement. All to look.

Clerk

Cllr Turner: The holes in the road in Fen Folgate have been reported to Highways (#502897). Clerk to chase. Ditto previously reported raised iron work at corner of Letton Road.

Cllr Secker: a parishioner has reported a problem with seagulls Cllr Turner will investigate.

Cllr Aves: One bench has been moved from the Village Green back to the Dereham Road Allotments site. Cllr Aves now has some slabs to go under the benches.

Cllr Hewett: Would like the consideration of installing a telephone line and WIFI in the WI Hall to be on the next agenda.

Water has been pouring out of Mr Chenery's cottage. The site is not secure. Cllr Turner to ask if BDC would provide solid fencing to secure the site.

Although TT Jones reported that a new street light has been installed in Meadow Close, and is just awaiting connection by UKPN, there is no new column.

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

Correspondence (excluding routine email correspondence)

Non-routine emails		
Reg Gunn	dangerous lighting levels in Fen Folgate	Clerk replied
BDC	Changes to the ability to provide Affordable Housing and Open Space following a Central Government Revision to Planning Practice Guidance on 28/11/14 (x2)	Noted
Local Council PSA	Training courses	Noted
BDC	interACTIVE FUNDING (X2) appraisal team put in bid	Village Appraisal working group put in a bid
BDC	Pride in Breckland Awards Event on 20 <sup>th</sup> March	Eventually 75 nominations received
Todd Christian	Circus Tyanna	Cllr Turner to ask BDC if the Old School Playing field could be used for this
Alexthec clown	RUSSELLS CIRCUS	ditto



# SHIPDHAM PARISH COUNCIL

Chairman: Paul Hewett Clerk/RFO: Rosemary Martin



DRAFT

Yaxham Parish Clerk	Public planning meeting with George Freeman	noted
HARRY STEBBING	Asking permission to extend the existing kerb stones to incorporate two family graves (photos)	This can be done – Clerk

Paper Correspondence		
Sue Hart	£50 donation to the WI Hall	banked
Biffa	New re-cycling regulations	noted
New Anglia Growth Hub	Free business support for start-ups	noted

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

## 779. To confirm the next meeting of the Parish Council

The next meeting of the Parish Council will take place on 9<sup>th</sup> March 2015 at the WI Hall at 7:30 pm Doors opened to Parishioners at 7:15 pm. (*Hard copies of planning applications will be available for Councillors to view from 6:45 pm*)

Meeting closed at 10:20 pm