



SHIPDHAM PARISH COUNCIL

Chairman: Paul Hewett Clerk/RFO: Rosemary Martin



MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 8TH JUNE 2015 IN THE WI HALL

Present Councillors: Fawcett (Chairman), Aves, Crane, Playford, Secker and Rosemary Martin (Clerk). District Cllr Turner and 12 parishioners in attendance.

Proposed new skateboard ramp for Bullock Park

Thomas Perfect, representing a group of young people from the village, presented ideas, and a petition, for a new skateboard ramp for the village, with a view to obtaining Parish Council support for the project. They were backed by District Cllr Turner and Steve James from BDC. The Parish Council would be pleased to talk to the group again when their plans are further advanced.
The presentation session closed at 7:45 pm

834. To receive apologies for absence

Apologies received from Paul Hewett who was away on business.

835. To receive declarations of interest

None declared.

836. To co-opt new councillors

Candidates had been interviewed by the Council prior to the meeting. During the meeting a vote was held, and the following candidates were selected: Jo Dewing, Joanne Kidd, Michael Shelly, Ann Stolworthy and Sylvia Tuck.

837. To agree and sign the minutes of the Parish Council meeting held 11th May 2015

All agreed that the minutes were a true and accurate record of the meeting. The minutes were signed by the Chairman

838. Matters arising (for information only)

None.

839. To adjourn the meeting for Parishioners' Questions

The meeting was adjourned at 7:48 pm.

The meeting was reconvened at 8:17 pm.

840. Routine Finance

a) Invoices

To agree payment of the following invoices

Cllr Secker	Hoover for WI Hall (Amazon)	£102.95
Cllr Secker	Paper for petition for skate park (Central Store)	£7.20
Chris Newton Property Care ¹	WI Hall repairs parapet & chimney breast (#102344)	£387.00
CFS Fabriccoat	Repairs to skateboard ramp	£260.00
PCC All Saints Church	Adverts in Shipdham News 2015/2016	£350.00
Paul Hutton	#101 weed killing /strimming/tree trimming	£100.00
Paul Chubbock	Re-issue cheque for Copydata (revised) ²	£220.00
A H Abery	Internal audit	£70.00
R J Martin	May wages	£500.00
HMRC	May PAYE	£125.00

¹ The cheque for Chris Newton Property Care had been raised since the May meeting of the Parish Council

² Paul Chubbock and the Clerk had both sent cheques to Copydata. The cheque raised by the Clerk will be returned, and this payment is to reimburse Mr Chubbock.

It was proposed by Cllr Kidd and seconded by Cllr Playford that these cheques should be paid. All agreed.

b) Bank Account Balances

Community Account	£54,413.45
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CEP Account	£25.13
Saver (Bond) Account	£40,152.19

c) To sign off the accounts for 2014/2015

The raw accounts are unchanged from those presented during last month's meeting. (The cheque to Paul Hutton had not cleared the bank until after the end of March.)

d) To consider action to be taken regarding Saver Bank Account

It was resolved to put the money into a suitable interest earning account. Cllr Dewing will look at options.

Cllr Dewing

e) To agree to update the bank mandates

Resolved that Cllr Playford be added to the list of signatories, and ex Cllr Chubbock be removed.

Cllr Playford

841. To review and sign off the Annual Return Accounting and Governance Statements

The Accounts have passed the Internal Audit inspection. The Annual Return Accounting and Governance Statements, back up documentation and Internal Audit report had been circulated to the Council. The Clerk read out the Governance statements, all of which were agreed by the Council, and the Annual Return was duly signed by the Chairman and the Clerk.

Clerk

842. To review parking on the Village Green

Resolved to review the matter in three months' time.

Clerk

843. To receive report from clerk on three councils visited

The Clerk had circulated a report on the three Councils visited. General conclusion reached was that the business of Shipdham is more complex than that of the other councils.

844. To discuss the need for a village handyman, and the proposals from Cllr Hewett

After discussion, it was resolved that Cllrs Tuck and Crane will put forward a proposal for a job description for the next meeting.

Cllrs Crane & Tuck

845. To review the various statutory documents of the Council

The title of the Standing Order document should be updated, since it has been reviewed during the past year.

Clerk

Resolved to review the other documents at intervals during the year.

846. To consider actions required on condition of village footpaths and bridleways and restricted byways (Cllr Playford)

Cllr Playford will submit an article for the Shipdham news explaining the differences between footpaths and bridleways in so far as council business is concerned.

Cllr Playford

847. Planning

a) To consider new Planning Applications (including any received after the preparation of the agenda)

3PL/2015/0539	Mr Goodrick White House Farm, Westfield Conversion of existing outbuilding to residential annexe for son No objections (#OWQC7580)
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b) Planning Decisions

3PL/2015/0402/F 4, Townshend Place PERMISSION

c) Planning Appeals none

848. To receive reports from Councillors

Cllr Secker wants the main Cemetery gates to be padlocked again. Cllr Fawcett to talk to Paul Chubbock.

Cllr Fawcett

Cllr Playford will organise a First Aid course for the village. This will attract a fee.

Cllr Playford

Cllr Shelly Will keep an eye on the Cemetery, and re-instate the matrix markers.

The Little Hale road sign by Bradenham Road is obscured. Cllr Stolworthy will cut back the vegetation.

Cllr Stolworthy



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Gary Lake to supply a quote for cutting Footpath 10 from the A1075 up to Model Farm.
The kerb by the bus stop on the Green has dropped and cracked.
Some of the lamp posts are still missing their unique identifier numbers. Cllr Dewing will walk round and log missing numbers.

Clerk
Clerk

Cllr
Dewing

Cllr Shelly will talk to Westcotec regarding the problems with the sign at the Watton Road entrance to the village.

Cllr Shelly

Resolved to get the back of the Cemetery shelter bricked up (see correspondence). Cllr Crane to get quotes.

Cllr Crane

Cllr Aves the allotment fence has been repaired by Cllr Crane.

There has been some fly tipping in the allotments, which has been cleared up by allotments' owners, since it contained some glass. The problem appears to have stopped now. (District Cllr Turner confirmed that, in the event of further fly tipping, BDC will clear it up.)

There are still some allotments to let.

There are still problems with parking on Park Highatt Drive. District Councillor Turner bring it up at the SNAP meeting

D Cllr
Turner

Cllr Playford will continue to monitor the laurel hedge problem

Cllr
Playford

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

Routine email correspondence emailed to Councillors

BDC	Need for costed projects in respect of open space provision for the improvement of existing sports/play related facilities, in order to receive S106 monies <i>District Cllr Turner explained that the Parish Council needs to proactively work with developers to get projects together in order to get S106 monies in future.</i>
Sylvia Tuck	Need for repairs to shelter in the Cemetery (see Councillors' Reports)

850. To confirm the next meeting of the Parish Council

The next meeting of the Parish Council will take place on 13th July 2015 in the WI Hall at 7:30 pm. Doors opened to Parishioners at 7:15 pm. Hard copy plans available for councillors to view from 6:45 pm

Meeting closed 9:55