



SHIPDHAM PARISH COUNCIL

Chairman: Paul Hewett Clerk/RFO: Rosemary Martin



MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 13TH JULY 2015 IN THE WI HALL

Present Councillors: Fawcett (Chairman), Dewing, Kidd, Playford, Secker, Shelly, Stolworthy and Tuck and Rosemary Martin (Clerk). County Councillor Jordan, PCSO Graham Eglen and 9 parishioners in attendance.

DRAFT

851. To receive apologies for absence

Apologies received from Cllrs Aves and Hewett and District Cllr Turner.

852. To receive declarations of interest

None received.

853. To agree and sign the minutes of the Parish Council meeting held 8th June 2015

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

854. Matters arising (for information only)

None.

855. To receive Clerk's Report

The Clerk's Report had been circulated to the council previously. There were no questions.

856. Routine Finance

a) Invoices

To agree payment of the following invoices

Playdale Playgrounds ¹	Quotation #25404	£2684.71
L G Surfacing ²	Shipdham Church driveway	£3360.00
James Bayliss	#2988 pest control	£41.70
James Bayliss	#3045 pest control	£45.60
SCS Accounting	Village appraisal - printing	£2110.00
TT Jones	Maintenance Jul-Aug-Sep	£911.06
R J Martin	June wages	£500.00
HMRC	June PAYE	£125.00
Bibby Factors (FSG)	Printed banners	£102.00
Admin Services	Inspection services	£198.20
ME & HS Crane	Posts for Village Green	£144.00
Gary Lake		£917.50
R Waterhouse	New syphon in WI Hall	£47.70

¹ Cheque raised since June meeting, so that the Toddler Tower could be ordered

² This cheque is not to be paid this month, since the Parish Council does not know who authorised the work or what the specification was, and Cllr Kidd believes the stones are the wrong colour

It was proposed by Cllr Kidd and seconded by Cllr Playford that these invoices (other than LG Surfacing) be paid. All agreed.

b) Bank Account Balances

Community £53,769.64

Bond £40,152.19

CEP £25.13

c) To consider action to be taken regarding Saver Bank Account (Cllr Dewing)

Cllr Dewing had found a bank paying 2.65%, but not necessarily for a PC account.

Resolved to check whether this was suitable for the PC and also to look for any possible charity accounts (Cllr Dewing) and ask other Parish Councils if they have bond accounts (Clerk).

Cllr Dewing
Clerk



SHIPDHAM PARISH COUNCIL

Chairman: Paul Hewett Clerk/RFO: Rosemary Martin



DRAFT

d) To consider payments for new CiLCA course

Proposed by Cllr Dewing and seconded by Cllr Shelly that Clerk could, if necessary, spend up to £500 on training and membership of SLCC before next meeting. All agreed. Clerk

857. To receive quote for bricking up the back of the cemetery shelter (Cllr Crane)

Resolved to ask Cllr Crane to submit a cost for bricking up the doorway. Cllr Crane

858. To consider a tender for the Street Light Maintenance contract

A suggested tender document had been circulated by the Clerk prior to the meeting. Resolved to send out tender document to: TT Jones, Amey and K&M; tender responses to be received by 31st August. Clerk Cllrs Crane & Tuck
Cllrs Crane and Tuck and the Clerk to form a working party to consider how to assess the responses.

859. To consider whether to renew Gary Lake's contract again

Resolved to renew, and to divide the annual cost equally over the whole year. Cllr Shelly to talk to Gary about this. Cllr Shelly

860. To receive report on requirements for a Village Handyman duties (Cllrs Crane and Tuck)

Cllr Tuck tabled a report. Resolved to leave out the activities that could be carried out by eg Chris Newton Property Services, and create a job description for a self-employed person to do the other tasks. Cllr Tuck

861. To consider Gary Lake's quote for cutting Footpath 10

The quote was £75. IT was proposed by Cllr Playford and seconded by Cllr Kidd that this be accepted. All agreed. Cllr Shelly to inform Gary. Cllr Shelly

862. To consider whether the Parish Council or the Circus should be responsible for the required licence

It was proposed by Cllr Kidd and seconded by Cllr Tuck that the circus should not be held on the OSPF due to the proximity of houses and potential objections to the noise. Cllrs Kidd and Tuck voted for, Cllr Fawcett voted against and Cllrs Dewing, Playford, Shelly and Stolworthy abstained. (Cllr Secker had left the meeting.) The motion was carried.

863. Planning

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

3PL/2015/0645/F	Mr & Mrs Moore, Clarence House, Swan Lane 2 storey extension and garden room No objections (OWQC8556)
3PL/2015/0690/F	Mr Tribe, Glebe House, Oak Meadow Proposed single storey dwelling with garage No objections (OWQC8558)
3PL/2015/0622/F	Mr & Mrs Harder, 22 Market Street Proposed erection of entrance porch and shower room No objections. (Emailed case officer.)
3PL/2015/0562/F	Wellington, Construction of 26 dwellings at Parklands Definite concerns about how water and sewage problems will be overcome. (OWQC8557)
3SR/2015/0011/SCR	Land adjacent Cricket Players, Old Post Office Street This has been sent to us - but not for consultation

b) Planning Decisions
none

DRAFT



SHIPDHAM PARISH COUNCIL

Chairman: Paul Hewett Clerk/RFO: Rosemary Martin



c) Planning Appeals
none

864. To receive reports from Councillors

Cllr Dewing: had produced a report on the streetlights; handed to Clerk

Cllr Shelly: said iron work at Letton Road junction still not repaired.

Clerk

Westcotec have made changes to the speed sign, it should now be better

FP10: runs through the middle of a field. No path has been cleared through the field.

Clerk to write to Ian Leonard to ask who owns the land.

Clerk

All bus shelters need cleaning (steam cleaned).

Clerk

Kerb still dropped by post office

Clerk

Will look at the state of the conifers behind No 32 Parklands Avenue ip25 7pz (If there is a problem, clerk then to write)

Cllr Shelly

Cllr Playford: Dee Jackson will give first aid courses for 12 people at a time £120/course (whole day)

Footpath from Watery Lane to Blackmoor Road very over grown write to Ian Leonard

Clerk

Cllr Tuck: the 2nd bollard from the Pound Green Close end of the footpath is not working

Clerk

Cllr Aves: to be asked to provide a full report on which allotments are let and what the agreements are (next meeting)

Clerk

Cllr Aves

Next meeting: what S106 money is ring fenced for Shipdham

Clerk

Next agenda – youth council

Clerk

Clerk

Cllr Stolworthy: has cleared the vegetation around Anglia Water pumping station at Parklands

Cllr Fawcett: 2 seats still needing to be refurbished, one on the Village Green, and one at Bullock Park (next agenda)

Clerk

Clerk

The old Street light in Meadow Close needs a new lantern (next agenda)

The Burial records are now all on a DVD and have been handed to Cllr Fawcett; further research needed to decide how best to make this information searchable.

Cllr

Fawcett

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

NCC	Next year's PPS	Next agenda
Malcolm Woods	Offer to Lock/unlock the cemetery	not necessary

Clerk

Clerk

866. To confirm the next meeting of the Parish Council

The next meeting will take place on 14th September 2015 in the WI Hall at 7:30 pm Doors opened to Parishioners at 7:15 pm.

Meeting closed 10:20