

SHIPDHAM PARISH COUNCIL

Chairman: Paul Chubbock Clerk: Rosemary Martin

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 14TH NOVEMBER 2011 IN THE VILLAGE HALL

Present: Councillors: Chubbock (Chairman), Hewett, Arnold, Crane, Dodd, Fawcett, Kidd, Ralph, Secker, Turner, Rosemary Martin (Clerk). 22 parishioners in attendance.

88. Apologies for Absence

Apologies received from Councillor Winchester.

89. To receive declarations of interest in items on the agenda

Councillor Hewett declared a personal and prejudicial interest in the Glebe House planning application.

90. Minutes of the meeting of Shipdham Parish Council held on 10th October 2011

It was proposed by Councillor Kidd and seconded by Councillor Dodd that the minutes were a true record of the meeting. All agreed. The minutes were signed by the Chairman.

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

Councillor Fawcett reported that the footpath from Chapel Street to Park Highatt is very dark (§73). Clerk to ask TTJones for a quotation for supplying suitable lighting. Councillor Hewett reported that no response had been received from Eric Pickles on the LDF (§75c). Consultation is taking place in the village. All houses in the village have received a leaflet and there will be a second public meeting this Friday (18th November) The Chairman reported that the seat is now installed in the cemetery (§70), the broken window has been reported to the glazier and BDC have been asked for their view on the building in the park (§76).

Clerk

92. Finance

a) Invoices/Wages/PAYE

To agree payment of the following invoices:

TTSR Sep Grounds Maintenance	SPC/749	#101932	£915.44
TTSR Oct Grounds Maintenance	SPC/767	#101933	£915.44
Mazars (audit)	726372-12610	#101934	£480.00
NCC (hire of room at school)	3/10/11	#101935	£19.40
ME and HS Crane	245	#101936	£204.00
Veolia container rental(Sep))	#SIO0112779	#101937	£60.24
Veolia container rental(Oct)	#SIO0115307	#101938	£60.47
Rosemary Martin (October)	Wages	#101939	£266.67
HMRC (October)	PAYE	#101940	£66.66
Rosemary Martin (CartridgeSave)	1108999	#101941	£74.22
Royal British Legion	Donation (§71 e)	#101942	£125.00
Jim Cordner	Seat (§38)	#101944	£605.00
Chris Newton Property Care	Gutters (§51)	#101945	£100.00

It was proposed by Councillor Hewett and seconded by Councillor Fawcett that these invoices be paid. All agreed.

b) Web Site: To consider payment of the LogicRED invoice (£778.00) for Web design (cheque # 101943)

Cllr Arnold reported that the new website was working well and implementation is expected before the end of year. It was proposed by Councillor Dodd and seconded by Councillor Fawcett that the invoice be paid. All agreed.

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c) Street Lighting: To consider acceptance of Street Lighting Maintenance contract from TTJones

The contract proposal is for £2151.52 +VAT per year for a 4 year period. This is unchanged from the previous contract. It was proposed by Councillor Dodd and seconded by Councillor Turner that this quotation be accepted. All agreed.

Clerk

d) To review proposed budget and precept for 2012/2013

The Chairman circulated a proposed budget for next year, based on the spend to date this year, and asked councillors to review it. The precept will be set during the December meeting. (next agenda)

All
Clerk

g) To consider payment for extended contract for tree inspections - Cemetery and Village Green

For an additional £100, the contract for cemetery tree inspection (£79) was extended to cover the trees on the village green. This saved the cost of a second call-out fee. The invoice for the extended contract is £495+VAT. It was proposed by Councillor Dodd and seconded by Councillor Hewett that this invoice be paid. All agreed.

h) Bank Balances

Bank Balances were reported as:

SHIPDHAM PARISH COUNCIL.	60806072	£57,384.80	(14 Nov)
THE CHURCHYARD ENHANCEMEN	20164380	£25.13	(14 Nov)
SHIPDHAM PARISH COUNCIL H	80097454	£10,632.51	(14 Nov)
SHIPDHAM PARISH COUNCIL B	50432806	£41,873.57	(14 Nov)
SHIPDHAM PARISH COUNCIL B	40391344	£3,964.93	(14 Nov)

93. To receive progress report on Woodlands Trust Application

Councillor Turner reported that the application has been submitted to BDC, and is under consideration.

94. To adjourn the meeting for Parishioners' Questions

The meeting was adjourned.
The meeting was re-convened.

95. Planning

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

3PL/2011/1108/F Ash Farm (verbal comments only)

It was proposed by Councillor Ralph and seconded by Councillor Kidd that this application be supported, with the proviso that the buildings should only ever be used for holiday let. All agreed, with Councillor Turner abstaining.

3PL/2011/1132/F Glebe House (verbal comments only)

It was proposed by Councillor Fawcett and seconded by Councillor Crane that this application be supported, but that previous concerns about the amount of traffic emerging onto the main road be carried forward. All agreed, with Councillor Turner abstaining.

b) Planning Decisions

3PL/2011/1003F – granted, conditions

3PL/2011/0994/F – granted, conditions

96. To receive review of standard code of conduct framework

The standard code of conduct is to be revised next year. (February agenda)

97. To receive tree surgeons report

Not yet received

Clerk

98. To receive Bullock Park Report

Councillor Fawcett discussed the building scheme with the committee. The existing changing rooms and toilets are inadequate for new large building and will need to be

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upgraded

99. To consider complaints on bonfires at the Allotments

Several complaints have been received about smoke from bonfires on the allotments. Councillor Turner requested that all be considerate to others

96. To receive War Memorial Report

The application is ready to go off to the faculty, but awaiting detailed information from Bretts on the work involved

97. To receive reports from Councillors and Clerk

Councillor Turner: will go to the enterprise exhibition

Clerk:

Police: i)A new contact number for reporting problems (other than 999 calls) will be available by the end of the year. Dial 101

ii)Police have made "reduce anti-social behaviour and vandalism in Shipdham" a new priority

NCC have written to the owners of Nutshell Cottage regarding the removal of the concrete ramp and the formation of a dropped kerb crossing.

Highways(# 294109) grit bin outside school full; other being checked imminently

The Hedge outside Copse Cottage, Letton Road still requires cutting. Clerk to send a second letter)

Clerk

Village signboards; the three village sign boards need some maintenance

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

Robert Parfitt	LDF Concerns/Public Meeting	noted
Graham Worsfold (Highways)	Nutshell Cottage dropped kerb crossing	noted
NCC	Updates to Highway Services- take on your services	noted
Wild Norfolk	Wildlife talks	noted
CGM Landscapes	Grounds Maintenance	noted
BDC	Register of Electors	Clerk to action requests for electoral register
Norfolk ALC	Norfolk Link	noted
Norfolk ALC	Election of Members	noted
BDC	Grant Application Form	Handed to Cllr. Dodds
Norfolk Constabulary	Safe Halloween	noted
SMP Playgrounds	Play Equipment	noted
NCC	Olympics Business Event	noted
NCC	Norwich & District Carers Forum	noted
Norfolk Constabulary	New phone number - 101	noted
BDC	Bonfire Smoke problems reported	noted
BDC	Ack Jubilee Woods Application	noted
Norfolk Constabulary	Shed burglaries warning	noted
Sylvia Tuck	Freedom of Information	noted
Sylvia Tuck	Holly trees on cemetery boundary	noted
Watton Safer Neighbourhood Team	New priorities	noted
Mark Kiddle-Morris	LDF	noted
Greater Norwich Development Partnership	Community Infrastructure Levy Regulations comments by 16th	noted

Clerk

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Norfolk RCC	Cloud Computing – free training	noted
Cllr Turner to BDC	Comments on 3PL/2010/1358	noted
Arien signs	Sign company (notice boards)	noted
Norfolk ALC	Autumn Seminar	noted
NCC	Recycling grant	Handed to Cllr. Dodds
BDC	Electronic planning applications	Cllrs. Wish to continue to receive paper planning applications
Shipdham Playgroup	Request for donation	Handed to Cllr Chubbock
Norfolk Accident & Rescue Service	Request for donation	Handed to Cllr Chubbock

Clerk

103. To confirm the next meeting of the Parish Council

The next meeting will be convened at 7:30pm on 12th December 2011 in the WI Hall. Councillors wishing to look at planning applications or correspondence can arrive from 7:00pm. The meeting closed at 9:10 pm.