LUDHAM PARISH COUNCIL

Minutes of a meeting of Ludham Parish Council held on Tuesday 7th March 2017

in the Church Room, Ludham

**Present:**  Cllr M Flett

Cllr R Pinning

Cllr C Willoughby

Cllr P Wall

Cllr T Gabriel

Cllr M Monk

Cllr S Farnsworth

Cllr J Youngs

Cllr A Lumbard

Cllr B Tubby

Mrs J Beardshaw, Clerk

1. **Welcome to the public**: the Chairman welcomed 9 members of the public
2. **Apologies for absence:**  Cllrs Usher and Lupson

**Declarations of interest**: None

1. **Minutes of the meeting held on Tuesday 7th February were approved**, with no matters arising
2. **Correspondence:**
   1. PCSO report. The Clerk explained that the new police reports were less relevant than previously and came in a new format. The report for January covered Stalham, Sutton, Waxham and Waterside. The Clerk suggested that she review the Police reports every month and note if anything out of the ordinary had occurred. Councillors asked that for April the postcode could be searched under, on the Police website. The Council could then consider whether the police reports continued to be relevant to all meetings
   2. BA. Broadgate and Fenn Hollow, Horsefen Road. TPO. Confirmed. Some Councillors felt that this was not necessary and not welcome due to the negative impact on sailing on the Broad
   3. NALC. ‘Battle’s Over’. A Nation’s Tribute. Information regarding a commemoration for WWI. The Council agreed in principle to building a bonfire within the village to commemorate the end of WWI. Suggestions such as the churchyard, village hall playing field and How Hill were discussed. The **Clerk** would inform the organisers that the Council would like to take part and will review the finer details nearer the time
   4. BA/2017/0074/TCAA. Womack House, Horsefen Road. Weeping Willow – height and width reduction between 3 and 5 metres. Noted
3. **Reports:** 
   1. Cllr Flett. Boat Waste update. The Chairman explained that he was in discussion with the Environment Agency and hoped to be able to retain the boat waste structure at Ludham Bridge Staithe.
   2. Cllr Usher. SNAP report. Cllr Usher had sent his apologies
   3. Cllr Flett. St Benet’s to Ludham Bridge Pathway. The Chairman noted that he had attended a Local Access Forum, and had been assured that the pathway would be open before Easter. Noted
   4. Cllr Willoughby. School report. Cllr Willoughby read a report as follows: ‘*In the Autumn term of 2016 the school took part in a competition called Tycoons in Schools run by the Peter Jones Foundation (Dragons Den). This involved groups of the children running a business selling products that they has designed themselves and included learning about marketing, Profit/loss, design, display, customer research and anything else that goes along with running a business. The start up grant was a maximum of £100.*

*The school put together 3 business plans each involving different groups of children. From then they sold their products within school, Christmas fairs, and Throwers shop as well as by word of mouth. The most successful of these was the Birdie Brunch team. They sold bird food pine cones at a cost of £2 each and made a profit of over 600%.*

*We were all extremely pleased to be told that the school had won through to the finals and were one of two primary schools. There had been 150 schools taking part. Therefore, on Monday 6th March myself (Mrs Willoughby), Mrs. Delf (Headteacher), Mrs Kane (TA) and 5 children, the Birdie Brunch team, attended an award ceremony at Buckingham Palace. The awards were presented by His Royal Highness Duke of York and Peter Jones CBE and took place in the Bow Room of the Palace. Although we did not win the competition overall the school was presented with an award By H.R.H. the Duke of York and each child received a certificate from Peter Jones. Many favourable comments were made about the product the children had made from the various business people at the event and we were the smallest school present and had the youngest team member.’* The Chairman thanked Cllr Willoughby for her report and asked that she forward Congratulations to the School

* 1. Cllrs Gabriel and Pinning. Village directory report. The Clerk explained that there was no digital version of the Village Directory and that in the past it had simply been printed using a photocopying style. The Clerk would type up the Village Directory in a useable format so that it could be altered in future years without the same time expended. Cllrs Gabriel and Pinning would speak with the advertisers and supply the Clerk with print ready pdf advertisements
  2. Cllr Flett. Update on How Hill Staithe. The Chairman noted that the How Hill Staithe had been resurfaced by the Broads Authority with granite chipping, which had been a great success.

1. **Adjourn meeting**

The Chairman adjourned the meeting at 8 pm for the public session.

The Chairman welcomed District Councillor Marion Millership, the new Councillor and congratulated her on her success in the recent by-election. She noted that there was no job description, but that she was working hard to ensure that she could help the electorate in whatever ways she could. She also thanked the Chairman for his time and effort the previous week in walking around Ludham with her.

A member of the public complained about mud on roads and on footpaths in the area. He also noted that he would like to apply to close Fritton Road to traffic so that it could be a restricted byway for pedestrians and cyclists. **The Clerk** would send him a link to the Norfolk County Council Highways ‘report a problem’ tab so that he could report issues as they come up.

The Chairman **reconvened the meeting at 8.45pm**

1. **Agenda items:** 
   1. To consider Transparency requirements as detailed, published on the website, as per email sent to Councillors. Councillors agreed that the code of conduct and a link to councillors’ registers of interests should be added to the website. In addition, the details of insurance policies would be included on the website. The Clerk urged Councillors to review the website from time to time
   2. To discuss / agree a budget for playground upgrades. The Clerk had obtained quotations for the work required under the swings (£1527 exc VAT), and the surfacing under the roundabout (£3360 exc VAT). Cllr Willoughby noted that she had held a meeting on 21st February. Cllrs Youngs, Willoughby and also Bruce Moffat had attended. The notes from that meeting were as follows: ‘*Those present discussed the playground safety report from Wicksteed. The area under the senior swings has been filled and needs to be included in the monthly inspection report so that it can be refilled as needed while prices for safety surfacing were obtained by the parish clerk. The plastic coating on the infant swings was sharp in places and need to be replaced in the near future. We then discussed the need to update some of the equipment within the park as some of the present equipment has been in use for approx. 25 years. It is suggested a programme of work be scheduled in two phases. First that the infant multi play tower and slide be replaced with something similar from Kompan at a price of £3,800 excluding installation. Then a second phase to replace at least the trim trail (balance beam, stepping post, walkway, post cluster), timber multi unit and the hill. This could also include the roundabout. These would be replaced with a multi unit of several items as seen in the brochures provided by Wicksteed and HAGS SMP. It is suggested that both these companies are approached and asked to attend a meeting with the committee to discuss the area available and then provide a plan of what they think is appropriate. The installation of safety surfacing in other areas of the playground could be undertaken at the same time so as to save on costs. We would suggest that the finance for the first item be met by some of the money held for the playground by the Parish Council and an application to the Womack Trustees for the remaining cost. The finance for the second phase would be from grant applications both locally and nationally. The above companies can usually help to find grants to apply for. We would like to suggest that the first stage be carried out as soon as possible and plans and quotes for the second stage be put into action within the next two months. Some of the Parents at the school were shown the idea for the infant slide and all agreed that it was what they would like to see especially as it could be extended if or when finances allowed.’* It was **AGREED** that the **Clerk** would progress meetings at the playground as suggested, and would liaise with Kompan / NGF regarding the piece of toddler play
   3. To confirm the Council’s General Power of Competence for the year. The Clerk explained that the GPC is an important legislative statement that councils have the power to do anything an individual may do, unless specifically prohibited. The Clerk noted that a Parish Council can decide to hold the GPC if more than 2/3rds of their number are elected, and if the Parish Clerk is qualified. The Parish Council **CONFIRMED**  the GPC
2. **Planning Applications:** 
   1. PF/17/0304 10 The Barns, Fritton Road, Ludham, Great Yarmouth, NR29 5PR. To permit full residential occupation. Supported
3. **Planning Decisions:** 
   1. None
4. **Outstanding Highways matters for updates:**
   1. ENQ-0286542. Flooding at Hall Common / Staithe road junction. NCC advised that flooding had stopped January 2017. Clerk responded that this is not the case February 2017. No further response despite reminders. Apology received by NCC Highways 3/3/17. He has put in a request for the gully to be emptied, the verged to be chambered-in, and the pipework jetted ‘over the next few weeks’. Noted
   2. ENQ 541497. Flooding at Whitegates. Reminder sent by Clerk 19/1/17. NCC confirmed that this would be programmed. NCC update 24/02. Phase three would be ‘completed over the coming weeks’. Noted
   3. Horsefen Road flooding. **The Clerk** would forward the Horsefen Road information to Cllr Gabriel. Cllr Lupson had sent his apologies and was researching the issues. The item would be discussed at the April meeting more fully
5. **Finance**
   1. The Chairman noted that he had signed and agreed a bank reconciliation for the previous month’s finances.
   2. **The following payments were authorised:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Date** | **Format** | **Payee** | **Detail** | **Amount £** | **Inc VAT £** |
|  |  |  |  |  |  |
| 15.02.17 | S/O | Peakes | Grass cutting | 259.00 |  |
| 28.02.17 | DD | URM | Glass | 55.08 | 9.18 |
| 28.02.17 | DD | NEST pension | Pension (paid by PC and Clerk) | 52.23 |  |
| 28.02.17 | 1149 | Clerk | Salary and expenses Feb | 334.74 |  |

* 1. **Receipts:**

|  |  |  |
| --- | --- | --- |
| **From** | **Detail** | **Amount** |
| MJL Flett | Reimbursed following Clerk error | 1.00 |

1. **Playground checks**

To confirm the person responsible for the visual checks at the Playground for the month (and to take the report from the previous month’s checks). Cllr Youngs had undertaken the checks for March and Cllr Farnsworth would undertake the checks in April

1. **At the Chairman’s discretion:**

The Parish Council suggested that it holds a village litter pick. **The Clerk** would arrange this with NNDC and find a suitable date.

Cllr Pinning noted that RB28, Goffins Lane is too narrow. **The Clerk** would speak with NCC Highways about this

1. **Items for the Parish News:**
   1. Thanks to the Womack Trustees for the Fireworks funding
2. **Next meeting**

**The next meeting of the Parish Council will take place on Tuesday 4th April 2017**

The meeting closed at 9.16pm