LUDHAM PARISH COUNCIL

Minutes of a meeting of Ludham Parish Council held on Tuesday 4th July 2017

in the Church Room, Ludham at 7.30pm

**Present:**  Cllr M Flett

Cllr R Pinning

Cllr C Willoughby

Cllr T Lumbard

Cllr T Gabriel

Cllr J Usher

Cllr J Youngs

Mrs J Beardshaw, Clerk

1. **Welcome to the public**: the Chairman welcomed 6 members of the public
2. **Apologies for absence:**  Cllrs Monk, Wall, Lupson, Tubby, Farnsworth

**Declarations of interest**: None

1. **Minutes of the meeting held on Tuesday 6th June were approved**, with the following matters arising:
   1. The Clerk noted that Sarah Price of NCC had informed her that FP15 had not been cut due to austerity measures. It was **AGREED** that the Clerk would go back to Sarah Price and detail the reasons for cutting FP15
   2. The Clerk noted that she had received some figures for taking over the urban cutting from NCC. This would be on the agenda for the September meeting
2. **Correspondence:**
   1. Ludham Guides. Request to use Bakers Arms Green on Saturday 22nd July. The Parish Council **AGREED** to this
   2. Notice of appointment of date for the exercise of public rights (accounts 2016/17). Commencing on 30th June, ending on 10th August. Noted
3. **Reports:** 
   1. Cllr Usher. SNAP report. Cllr Usher noted that regrettably the SNAP meeting had been cancelled due to time pressures / staff. Cllr Usher noted that previous priorities would be maintained until new ones were set
   2. Cllr Willoughby. Playground report. Cllr Willoughby noted that the Playground Committee had held a meeting immediately prior to the previous Parish Council meeting and had agreed to look for funding for the Wicksteed Hillary Play apparatus, together with the NGF toddler tower. She anticipated that the costs for this would be approximately £24K. She would be researching and working towards funding with a view to purchasing the items in Spring 2018
   3. Cllr Lumbard. Playground inspection report. Cllr Lumbard noted that the seat of a swing was broken and that some parts of the trim trail were in a serious state of disrepair. Cllr Willoughby noted that the trim trail would be removed before the purchase of the new equipment
4. **Adjourn meeting**

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

It was noted that there were branches in Horsefen Dyke. Cllr Gabriel undertook to speak with the landowner to attempt to have these branches removed

District Cllr Rice urged members of the public and Cllrs to become involved with the BA peer review

The Chairman **reconvened the meeting at 8.20pm**

1. **Agenda items:** 
   1. To receive a presentation regarding the Village Car Scheme. Ken Grapes gave a very well received presentation regarding the Village Car Scheme, which had now been running for around 5 years. Councillors noted that they had only heard positive feedback regarding the car scheme and that it was of huge benefit to parishioners. The Council thanked the Village Car Scheme volunteers, Mr Grapes, and the treasurer involved.
   2. To consider fidelity insurance for the financial year 2017/18. It is required (LGA 1972) that local councils take such ‘security’ as it considers adequate against loss by reason of the acts of any employee who handles money or property. A Council may decide that no insurance is sufficient to cover this but it must justify the decision. The Council considered fidelity guarantee insurance and **AGREED** that as the Clerk only dealt with very small sums of money (around £100 in cash each year) it was not worth taking out insurance for this
   3. To consider work to the Yarmouth Road footpath fence. The Clerk had spoken with AJ Tilley to ask for a quotation for the replacement / repair of the chestnut paling fencing on the Yarmouth Road footpath. AJ Tilley had quoted around £1730 for the road side. Cllrs confirmed that both sides would need to be repaired. The Chairman asked that all Cllrs view the footpath before the next meeting so that a judgement could be made at the September meeting
   4. To consider a Parish Partnership bid for a guardrail gate on Catfield Road at the School gate. Approx. £250. The Parish Council **AGREED** that the Clerk should apply for a Parish Partnership bid for the guardrail fence. She would also advise the school.
   5. To sign off on the Village Directory. Jon Simpson had had some ‘proper’ copies of the Village Directory printed. Cllrs had reviewed the directory and **AGREED** that it should be printed in its current form. It was also suggested that the PC website could have a copy of the directory online, and there could be an online form with a recommendation to inform the Clerk if any items in the directory were incorrect / out of date.
   6. To consider a sign on the playground with a telephone number and email address for the Clerk. **AGREED.**  The Clerk would print stickers to undertake this
2. **Planning Applications:** 
   1. None
3. **Planning Decisions:** 
   1. PF/17/0304. 10, The Barns, Fritton Road. [Variation of condition 3 of planning permission PF 97/0999, to permit full residential occupancy](https://idoxpa.north-norfolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=_NNORF_DCAPR_90197&prevPage=active). Permitted
4. **Outstanding Highways matters for updates:**
   1. ENQ-0286542. Flooding at Hall Common / Staithe road junction. NCC have put in a request for the gully to be emptied, the verged to be chambered-in, and the pipework jetted. It was considered that this work had been undertaken
   2. ENQ 541497. Flooding at Whitegates. It was considered that this work had been undertaken
   3. Horsefen Road flooding. Jon Winnett confirmed May 2017 that the grips would be dug out and the ditch lowered. The Clerk noted that this would be undertaken in February / March 2018
   4. ENQ900084071. How Hill Signage. Reminder sent by Clerk 10th June 2017
   5. Email to Jon Winnett. Manhole cover crumbling Yarmouth Road. JW confirmed he would look into it. 12.6.17. 26.6.17 email from Highways CSC unable to find the manhole cover.
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 £** |
|  |  |  |  |  |  |
| 15.06.17 | S/O | Peakes | Grass cutting | 259.00 |  |
| 27.06.17 | DD | NEST | Pension (paid by PC and Clerk) | 59.92 |  |
| 30.06.17 | 1162 | Clerk | Salary and expenses | 375.30 |  |
| 30.06.17 | 1163 | NNDC | Dog bins | 421.92 | 70.32 |

* 1. **Receipts:**

|  |  |  |
| --- | --- | --- |
| **From** | **Detail** | **Amount** |
| 2.06.17 | Village Directory advertisements | 205.00 |
| 7.06.17 | Vat repayment | 748.18 |
|  |  |  |

1. **Playground checks**

Cllr Usher agreed to undertake the checks in July

1. **At the Chairman’s discretion:**
   1. Cllr Lumbard noted that he had been researching the Parish Staithe and that he would be having a meeting with The Chairman during the month to update him on the legal status and ownership of the Staithe
2. **Items for the Parish News:**
   1. Broads Authority Peer Review
   2. Village Directory
   3. Playground
3. **Next meeting**

**The Chairman confirmed that the next meeting of the Parish Council would take place on Tuesday 5th September 2017 and that there would be no meeting in August**

The meeting closed at 9pm