LUDHAM PARISH COUNCIL

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

in the Church Room, Ludham at 7.30pm

**Present:**  Cllr M Flett

Cllr T Gabriel

Cllr P Wall

Cllr S Farnsworth

Cllr J Youngs

Cllr R Pinning

Cllr A Lumbard

Cllr C Willoughby

Mrs J Beardshaw, Clerk

1. **Welcome to the public**: the Chairman welcomed 7 members of the public
2. **Apologies for absence:**  Cllrs Monk, Usher, Lupson, Tubby

**Declarations of interest**: None

1. **Minutes of the meeting held on 3rd October 2017 were approved**, with the following matters arising:

None

1. **Correspondence:**
   1. Keith Debbage. Hedge cutting to be undertaken week commencing 30/10/17. It was noted that Mr Debbage had started work within the village but had not cut the Village Hall hedges yet
   2. Wicksteed. Annual Play inspection booked. Noted
   3. NNDC. Confirmation of Local Council Tax Support Scheme grant as £593 for F/Y 2018/2019. This is a reduction of 7% on the previous year. The Chairman explained that the grant from central government to NNDC reduced every year and therefore that the grant passed on to Parish Councils is also reduced. He noted that this could impact on the precept, or that the funds could be taken from surplus funds
   4. Norfolk ALC. Update on the GDPR (The Data Protection Bill). The Clerk explained that the GDPR (Data Protection Bill) would at some point affect the Parish Council in that there would be new regulations governing data and that a Data Protection Officer would need to be appointed and trained.
   5. Norfolk ALC. Reminder regarding Precept Referendum Consultation. The Clerk noted that the Precept Referendum would not come into effect in 2018 but that it could influence decision making in future years
   6. Norfolk Constabulary. Police structure review 2020. See item 6a
2. **Reports:** 
   1. Cllr Usher. SNAP report. Cllr Usher had been unable to attend the meeting but noted that he had attended the new SNAP meeting held at Hoveton Village Hall on Wednesday 25th October. The meeting had been chaired by PC Gibbs and a Chief Inspector who was there to inform / discuss the Chief constable’s decision to review the police manpower levels. ‘*This entails making all 150 PCSOs in the county redundant and replacing them with 81 Police officers. Whilst everyone understands that a PC has greater powers than a PCSO and can work longer hours they cannot have the same relationship with ‘problem residents’ that has dramatically reduced for example AS behaviour in this area. They have been a valuable ‘first line contact’ and will be sorely missed. Speeding remains a high profile complaint among all villages in the area so there is active recruitment for Community Speed Watch Teams to be set up. All those interested should contact our Engagement Officer Pete Davison on 101 or email him. As the nights are drawing in please make sure you secure garden sheds and garages to deter opportunist criminals also securing heating oil tanks, as these are frequently targeted’.*
   2. Cllr Usher. Flood Liaison Group Meeting. Cllr Usher had attended this meeting at NNDC in Cromer on 19th October with many wardens in North Norfolk. He had noted that updates were given by the Environment Agency, Norfolk Police and HM Coast Guard.
   3. Cllr Youngs. Playground inspection report. Cllr Youngs noted that the trim trail was becoming slightly wobbly. It was noted that the trim trail is nearing the end of its life but that it was planned that it would be removed prior to the new playground equipment
   4. Clerk: update on Fireworks display. The Clerk explained that the first aider (Dr Sale) had agreed to help on the night, and that the relevant permissions had been sought and that the road closure information and cheque had been sent. Cllr Monk had agreed kindly to organise the Fireworks again, with the assistance of the Ludham Wives.
3. **Adjourn meeting**

The Chairman adjourned the meeting at 7.59 pm for the public session.

The Chairman **reconvened the meeting at 8.02pm**

1. **Agenda items:** 
   1. To consider conditions and responsibilities of the Parish Council regarding the Fireworks Display on New Year’s Eve as per email sent by Clerk 30.10.17. These conditions from Hiscox were agreed and confirmed by all Councillors
   2. To consider replacement costs of capping to How Hill Staithe quayheading. The Chairman noted that the BA had offered to undertake the quayheading work themselves (just the capping as the main quayheading had been done approximately 6 years previously) if the Parish Council would be prepared to pay for the raw materials. The Chairman explained that he was not sure how much the materials would be but he guessed at approximately £200 - £300.
   3. To consider agreeing on a contractor for the urban grass cutting, following receipt of two quotations for the work. Two quotations had been received as follows:
      1. CGM. £270 per cut for approximately 5 cuts
      2. The Peakes. £200 per cut for 18 cuts

It was **AGREED** that the work would be offered to the Peakes for one year starting 1st January 2018, but with 15 cuts rather than 18. The Clerk noted that this would need to be budgeted for as the NCC compensation would cover less than half of the bill for urban grass cutting

1. **Planning Applications:** 
   1. BA/2017/0362/HOUSEH. Manor Gates, Staithe Road. New garage. The Parish Council agreed to support this application (over email due to time constraints)
2. **Planning Decisions:** None
3. **Outstanding Highways matters for updates:**
   1. Email to Jon Winnett. Manhole cover crumbling Yarmouth Road. JW confirmed he would look into it. 12.6.17. The matter would be dealt with through County Cllr Richard Price and the parishioner concerned
4. **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 £** |
|  |  |  |  |  |  |
| 17.10.17 | DD | Peakes | Grass cutting | 259.00 |  |
| 20.10.17 | DD | NEST | Pension (paid by PC and Clerk) | 59.92 |  |
| 29.10.17 | DD | URM | Glass | 54.00 | 9.00 |
| 31.10.17 | 1174 | Keith Buck | Womack Staithe Boat Waste Compound work | 250.00 |  |
| 31.10.17 | 1175 | Clerk | Salary and expenses | 378.17 |  |
| 31.10.17 | 1176 | Ludham PCC | Grass cutting | 368.50 |  |
| 31.10.17 | 1177 | Ludham Village Hall | 2nd part of grant | 900.00 |  |

* 1. **Receipts:**

|  |  |  |
| --- | --- | --- |
| **From** | **Detail** | **Amount** |
| 20.09.17 | Advertising in village directory | 65.00 |
| 29.09.17 | Precept and Grant, NNDC | 4301.00 |
| 1.11.17 | Womack Staithe Trust – grant | 2250.00 |

1. **Playground checks**

The Chairman agreed to undertake the checks in November

1. **At the Chairman’s discretion:**
2. **Items for the Parish News:**
   1. Happy Christmas
   2. Fireworks
   3. Planning
3. **Next meeting**

**The Chairman confirmed that the next meeting of the Parish Council would take place on Tuesday 5th December, at which there would be Christmas drinks following the meeting**

The meeting closed at 8.40 pm