LUDHAM PARISH COUNCIL

Minutes of a meeting of Ludham Parish Council held on Tuesday 5th September 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 P Wall

Cllr A Lupson

Mrs J Beardshaw, Clerk

1. **Welcome to the public**: the Chairman welcomed 8 members of the public
2. **Apologies for absence:**  Cllrs Monk, Tubby, Farnsworth, Youngs

**Declarations of interest**: None

1. **Minutes of the meeting held on Tuesday 4th July were approved**, with the following matters arising:

none

1. **Correspondence:**
   1. BA. BA/2017/0002/REF. Shed at, The Workshop, Yarmouth Road. Change of use of outbuilding (MT shed) to residential dwelling. Appeal decision made by the Secretary of State – refused. Noted
   2. BA/2017/0236/NONMAT. Amendments to design, non-material amendment to BA/2016/0202/FUL. Swallow Tail Boatyard, Horsefen Road. Granted. Noted
   3. BA. Broads Plan available for Councillors to review. To be passed round Cllrs. Agreed
   4. Complaint regarding damaged and removed footpath signs around the village. The Chairman explained that he had noted various instances around the village of items damaged, destroyed or vandalised, not to mention the increased rubbish and fly tipping in the village. Cllr Usher agreed to feedback to the Safer Neighbourhood Team
   5. John Packman, BA. Invitation to attend a Parish Forum meeting at the Kings Centre 20th September, 5pm to 8pm. To update on the Broads Plan and on progress with the new Local Plan. The Clerk asked Cllrs to let her know if they wished to attend
2. **Reports:** 
   1. Cllr Usher. SNAP report. Cllr Usher had contacted the Central office of the Police and Crime Commissioner for Norfolk to note that the Safer Neighbouhood Team and Police Support is not ‘fit for purpose’. He noted that the last meeting had been held in March with subsequent meetings in June and August cancelled by the police through lack of an officer to take charge. He noted that this had been caused by a retiring officer not being replaced in time for either meeting and a lack of interest. Cllr Usher had been unable to derive any information from the Head Office at Wymondham, and had not been able to contact anyone at Hoveton or North Walsham. Cllr Usher informed the Council that only one officer had been covering 23 villages in the previous week. He had requested an improvement in service on the basis that the village is currently suffering a high level of antisocial behaviour with broken bottles, glasses and cans littering the area.

Beat Manager Tobb Gibbs had attended the meeting upon the request of Cllr Usher. He explained that he covered the area from Potter Heigham to Sea Palling and to Hoveton. He noted that Esther Dack was on maternity leave, that Jeanette was off on long term sick leave and that Billy Nesbitt had recently retired. He informed the Council that there had been 43 calls from the Ludham area since 1st June (up to 1st September) including 2 x burglaries from businesses and 2 x road traffic collisions. The Chairman thanked Tom Gibbs for attending the meeting and introducing himself

* 1. Cllr Willoughby. Playground report. Cllr Willoughby asked the Council to agree a budget for the new playground equipment. It was **AGREED** to work on a budget of £23,647.50 which included a toddler tower and the Hillary Unit from Wicksteed. The Clerk would inform the play equipment companies that a supplier had been chosen. **Cllr Willoughby** would work on funding streams and the **Clerk** would put together a bid for the Big Society Fund
  2. Cllr Usher. Playground inspection report. Cllr Usher had undertaken the inspection and noted that one of the stilts needed removing and filling in. **The Clerk** would speak with the Peakes about this
  3. Cllr Lumbard. Ludham Bridge Staithe / Boat waste compound. Cllr Lumbard asked that this item be postponed for a month so that he could collate evidence to present to the Council at the following meeting

1. **Adjourn meeting**

The Chairman adjourned the meeting at 8.15 pm for the public session.

It was noted that speeding on the Norwich Road was a problem. Beat Manager Tom Gibbs was present and agreed to look into this

The Chairman **reconvened the meeting at 8.27pm**

1. **Agenda items:** 
   1. To consider Councillors’ views on the repair / replacement of the chestnut paling fencing on the Yarmouth Road footpath. The Chairman noted that the fence on the road side no longer serves a purpose. He therefore noted that the fence on the road side should not be replaced. **The Clerk** would contact Andrew Tilley again, and other fencing companies, to obtain some quotations
   2. To consider taking over from NCC the urban verge cutting, with a contribution from NCC of approximately £1153 (based on 2017 figures). NCC currently contract 5 urban cuts per year (which were all undertaken late). The Chairman explained that the grass cutting of the urban verges, undertaken by Norse (under contract with Tarmac / Norfolk County Council) was woeful and that the situation could not be allowed to continue. The Clerk had liaised with Jon Winnett at NCC Highways and received figures for the Parish Council taking over the grass cutting from NCC. The Parish Council unanimously **AGREED** to take over the grass cutting. **The Clerk** would obtain quotations for the work from the Peakes and another company
   3. To consider ordering fireworks from Jubilee as per previous years for the New Year’s Eve Fireworks display. **AGREED. The Clerk** would undertake the usual jobs
2. **Planning Applications:** 
   1. BA/2017/0269/HOUSEH. Cedar Lodge, 3B North West Riverbank, Potter Heigham. Enlargement of existing timber quay headed mooring cut. No response sent as not within Parish
   2. BA/2017/0234/HOUSEH. Holm-mere, Staithe Road. Second floor alteration to include additional windows, dorma windows and Juliet balcony. PC sent response: no objection
   3. PF/17/1008. Land south of School Road. Erection of 15 dwellings, new highway access, open space and landscaping. The Parish Council discussed this application at length as it had altered slightly from the previous plans, which had been supported by the Parish Council. Queries arose such as
      1. The entrance to the development off School Road looks to have little splay and could be inadequate for the weight of traffic (8 car movements per average property per day)
      2. Why is there a 3 m easement beside the drainage line towards the Norwich Road
      3. Will the strip of land towards Norwich road be sold with the houses, or owned by Anglian Water or by the current landowner
      4. Who will take on responsibility for the soakaway
      5. Will Willow Way’s current flooding problems be exacerbated

It was agreed that the Parish Council supported the principle of the development, but that it would ask for an extension of time in order that the above queries could be answered

1. **Planning Decisions:** 
   1. PF/17/0802. Ludham Control Tower, Malthouse Lane. Conversion of former control tower to single dwelling. Permitted. Noted
   2. LA/17/0803 (Listed Building Consent). Ludham Control Tower, Malthouse Lane. Conversion of former control tower to single dwelling. Permitted. Noted
2. **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. 26.6.17 email from Highways CSC unable to find the manhole cover.
3. **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 £** |
|  |  |  |  |  |  |
| 31.07.17 | DD | Peakes | Grass cutting | 259.00 |  |
| 31.08.17 | DD | Peakes | Grass cutting | 259.00 |  |
| 22.08.17 | DD | NEST | Pension (paid by PC and Clerk) August | 59.92 |  |
| 22.09.17 | DD | NEST | Pension (paid by PC and Clerk) September | 59.92 |  |
| 30.06.17 | DD | URM | Glass | 39.24 | 6.54 |
| 29.07.17 | DD | URM | Glass | 80.28 | 13.38 |
| 29.08.17 | DD | URM | Glass | 7.02 | 1.17 |
| 31.08.17 | 1164 | M Peake | Norwich Road Footpath | 50.00 |  |
| 31.08.17 | 1165 | Clerk | Salary and expenses August | 374.26 |  |
| 31.08.17 | 1166 | Clerk | Salary and expenses September | 400.09 |  |
| 31.08.17 | 1167 | Ludham Village Hall | Grant | 900.00 |  |
| 31.08.17 | 1168 | Mazars LLP | External audit | 120.00 | 20.00 |

* 1. **Receipts:**

|  |  |  |
| --- | --- | --- |
| **From** | **Detail** | **Amount** |
| 7.06.17 | NCC. Recycling credit | 669.50 |

1. **Playground checks**

Cllr Pinning agreed to undertake the checks in July

1. **At the Chairman’s discretion:**
   1. The Chairman thanked Jon Simpson for his hard work on the Village Directory, and those who had obtained advertising, Cllrs Gabriel and Pinning. He asked that Councillors deliver the Village Directory
2. **Items for the Parish News:**
   1. Police – emerging patterns – phone 101 with minor crimes
   2. Play equipment decision
   3. Speed campaign
   4. Speedwatch
   5. Planning
3. **Next meeting**

**The Chairman confirmed that the next meeting of the Parish Council would take place on Tuesday 3rd October 2017**

The meeting closed at 9.12 pm