LUDHAM PARISH COUNCIL

Minutes of a meeting of Ludham Parish Council held on Tuesday 5th December 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

Cllr M Monk

Cllr J Usher

Cllr A Lupson

Mrs J Beardshaw, Clerk

1. **Welcome to the public**: the Chairman welcomed 6 members of the public
2. **Apologies for absence:**  Cllr Tubby

**Declarations of interest**: Cllr A Lumbard declared an interest in items 9a and 9b on the basis that he is the applicant

1. **Minutes of the meeting held on 7th November 2017 were approved**, with the following matters arising:

None

1. **Correspondence:**
   1. The Pensions Regulator. Acknowledgement of declaration of compliance. The Clerk explained that the Council had complied with Pension requirements and had received the final paperwork
   2. Charity Commission. Playground Annual return sent. Noted
   3. NCC. Temporary Road Closure 13th December to 15th December, How Hill Road. The Chairman explained the location of this road closure.
   4. BA. Letter from a member of the public regarding safety of the River Ant at How Hill. The Chairman explained that a member of the public had fallen into the water and other people had struggled to take her out of the water. Subsequently a lady had written on the How Hill Facebook page regarding the incident and suggesting that a ladder on the quayheading might have been of assistance. The How Hill Trust had forwarded the note to the Broads Authority, who in turn had suggested that the Parish Council might like to consider the suggestion. Councillors agreed that there was little purpose in putting a ladder against the quayheading when considering that the water at that point is so shallow that it is a ‘beach’ and that there is no requirement to have ladders against the quayheading in that location. The Chairman noted that there are life rings on the Staithe. The **Clerk** would inform the BA, and would also check with the insurers if any further insurance was required as a result of ownership of the Staithe
2. **Reports:** 
   1. Cllr Usher. SNAP report. Cllr Usher noted that there had not been a SNAP meeting during the month
   2. The Chairman. Playground inspection report. The Chairman noted that he had inspected the playground and had no concerns which had not previously been discussed / acted on
3. **Adjourn meeting**

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

It was noted that a telegraph pole had fallen across the Yarmouth Road footpath. This had been reported to BT twice

Cllr Gabriel confirmed with the Clerk that the Peakes would increase their public liability to £5 million

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

1. **Agenda items:** 
   1. To consider a contract for the Peakes for one year urban verge cutting from 1st January 2018. The Parish Council approved the contract, which the Clerk had put together and had sent to the Peakes for their confirmation. The Peakes had indicated that they were satisfied with the contract and would undertake a risk assessment prior to commencing the work
   2. To consider approving the Trustees of the Playground as Cllrs Youngs, Willoughby and Monk, together with Mr Bruce Moffat. **Confirmed**
   3. To consider not holding the July meeting (rather than the August meeting) due to summer holidays. **AGREED**
   4. To consider setting precept for the financial year 2018/19. The Parish Council reviewed the budget for the upcoming financial year, against the budget and actual spend to date for 2017/18, and **AGREED** to set a precept which Councillors anticipated would cover costs during the financial year. The Precept was therefore set at £9152
   5. To consider increasing the direct debit to the Peakes from £259 to £509 monthly from with effect from 15/01/18. **AGREED**
   6. To consider asking the Womack Trust to assist the Parish Council with the urban grass cutting bill. The Council **AGREED** this prior to item 8d, to assist with budget setting for the year ahead. The **Clerk** would contact the Womack Trust
2. **Planning Applications:** 
   1. BA/2017/0445/HOUSEH. Bridge Cottage, Ludham Bridge. Erection of open sided car port. The Council agreed to **Support**  this application
   2. BA/2017/0427/HOUSEH. Bridge Cottage, Ludham Bridge. Balcony. The Council agreed to **Support**  this application
3. **Planning Decisions:** 
   1. BA/2017/0234/HOUSEH. Holm-mere, Staithe Road. Second floor alteration to include additional windows, dorma windows and Juliet Balcony. Approved. Noted
   2. BA/2017/0362/HOUSEH. Manor Gates, Staithe Road. New garage. Approved. Noted
4. **Outstanding Highways matters for updates:**
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 £** |
|  |  |  |  |  |  |
| 17.11.17 | DD | Peakes | Grass cutting | 259.00 |  |
| 20.11.17 | DD | NEST | Pension (paid by PC and Clerk) | 57.99 |  |
| 30.11.17 | DD | URM | Glass | 14.40 | 2.40 |
| 30.11.17 | 1178 | Clerk | Salary and expenses | 377.32 |  |
| 30.11.17 | 1179 | J Simpson | Parish News | 180.00 |  |
| 30.11.17 | 1180 | SLCC | Membership | 49.00 |  |
| 30.11.17 | 1181 | HMRC | Tax | 3.40 |  |
| 30.11.17 | 1182 | Keith Debbage | Hedge cutting | 288.00 | 48.00 |
| 30.11.17 | 1183 | Ludham PCC | Church room hire | 100.00 |  |
| 30.11.17 | 1184 | M Peake | Village Hall hedge | 360.00 |  |

* 1. **Receipts:**

|  |  |  |
| --- | --- | --- |
| **From**  Anonymous Donation | **Detail**  Fireworks | **Amount**  £250 |

1. **Playground checks**

Cllr Wall agreed to undertake the playground checks in December

1. **At the Chairman’s discretion:**
2. **Items for the Parish News:**
   1. Anonymous donation and Womack Staithe funding for Fireworks
   2. Happy New Year
   3. Planning
   4. Grass cutting contract
   5. Nurse Pettitt
3. **Next meeting**

**The Chairman confirmed that the next meeting of the Parish Council would take place on Tuesday 3rd January 2018 at 7.30pm in the Church Rooms**

The meeting closed at 8.29 pm