LUDHAM PARISH COUNCIL

Minutes of a meeting of Ludham Parish Council held on Tuesday 4th September 2018

in the Church Room, Ludham at 7.30pm

**Present:**  Cllr M Flett (Chairman)

Cllr T Gabriel

Cllr A Lupson

Cllr P Wall

Cllr J Youngs

Cllr J Usher

Cllr C Willoughby

Cllr S Farnsworth

Cllr A Lumbard

Cllr R Pinning

1. **Welcome to the public**: The Chairman welcomed 8 members of the public, together with two District Councillors
2. **Apologies for absence:**  Cllrs Monk and Tubby had sent their apologies.

**Declarations of interest**: None

1. **To consider and approve** the minutes of the Parish Council Meeting held on Tuesday 7th August 2018, and matters arising from those minutes. **Approved.**
2. **Correspondence:**
   1. NCC. Great Yarmouth Third River Crossing Stage 3 Statutory Consultation Pre-application Consultation. Noted
   2. Royal British Legion. Response regarding request for representative to read out names of those who died in WW1 at the Lighting of the Beacon. **Cllr Willoughby** kindly offered to speak with a member of the public who may be willing to read out the names of those who died in **both** wars.
3. **Reports:** 
   1. Cllr Usher. SNAP report. Cllr Usher reported that this meeting would be taking place in the Poppy Centre at 7pm in Stalham on Wednesday 5th September
   2. Cllr Usher. Playground inspection report. Cllr Usher noted that the benches needed cleaning, that the large swing seat was split and the ground under the swings was worn away. The **Clerk** would speak with the Peakes regarding the cleaning of the benches
   3. Cllr Lupson. Village defibrillator. Cllr Lupson explained that the battery had been replaced by a Community First Responder, which would be reimbursed (see item 12b) and that the pads also needed replacing. Cllr Lupson noted that he had been managing the defibrillator for some years and felt that it was time for another member of the Council to take on the responsibility. Cllr Gabriel kindly offered to take on the role. Cllr Gabriel would be set up on the Webnos system accordingly
   4. Cllr Willoughby. School report. Cllr Willoughby explained that Mr Mark Moore would be taking over as Headmaster in October, and that Mr Alan Williams was Interim Headmaster for the time being. She also noted that the school was advertising for a caretaker / cleaner. It also required a new LA governor and a new Clerk to the Governing Body. Noted
4. **Adjourn meeting**

**The Chairman adjourned the meeting at 7.52pm for the public session:**

The Chairman **reconvened the meeting at 8.39pm**

1. **Agenda items:** 
   1. To consider writing to local bus companies to make suggestions regarding local bus routes. It was agreed that the **Clerk** would write to Norman Lamb’s office to ask if they are intending to take any action regarding bus routes, and to write to Konectbus to ask them to turn at Potter Heigham or Ludham, rather than Horning.
   2. To consider conducting a signpost audit within the village. Cllr Pinning kindly offered to conduct this work
   3. To consider holding a fireworks display in the Churchyard on New Year’s Eve, and therefore to consider a commitment to purchase fireworks. The Parish Council **AGREED** to purchase fireworks as in previous years, taking advantage of a 15% discount.
   4. To consider a response to Wicksteed regarding the uneven surface under the play equipment. Wicksteed’s installation manager had reverted to the Clerk’s complaint regarding the uneven work surface, and had noted that he had visited the site and could confirm that the grass mats had been laid onto the existing ground without any prior preparation. He had recommended that grass cutting and strimming is only undertaken when grass is completely grown through.
2. **Planning Applications:** 
   1. BA/2018/0222/FUL. Ludham Bridge Stores, Ludham Bridge. External refurbishment of existing buildings, extension to Wayfarers Café, removal of existing pop-up shops and installation of four fisherman huts. The Parish Council **objected to** this application on the following grounds: Highways concerns (traffic generation, vehicular access, highway safety), capacity of physical infrastructure (public drainage and water systems), and layout and density of building design
   2. PF/18/1598. Lavender Cottage, 1 The Barns, Fritton Road. Removal of condition 3 of planning permission PF/97/0999 to allow unrestricted occupation of the dwelling. **Supported**
3. **Planning Decisions:**

None

1. **Outstanding Highways matters for updates:**
   1. ENQ-169139-C6N0F9. Damaged Road sign opposite Grange Road
2. **Finance**
   1. The Chairman noted that he had **not** signed or agreed a bank reconciliation for the previous month’s finances as this work had not been undertaken as yet.
   2. **The following payments were authorised:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Date** | **Format** | **Payee** | **Detail** | **Amount £** | **Inc VAT £** |
| 15.08.18 | S/O | Peakes | Grass cutting | 509.00 |  |
|  | DD | NEST | Pension (paid by PC and Clerk) | 62.91 |  |
| 31.08.18 | 1208 | Clerk | Salary and expenses | 407.13 |  |
| 31.08.18 | 1209 | Shelley Moore | Defibrillator battery | 264.00 |  |

* 1. **Receipts:**

|  |  |  |
| --- | --- | --- |
| 25.7.18 | Ludham Wives – donation towards play equipment | 172.00 |
| 25.7.18 | 7 Walks | 40.00 |
| 4.08.18 | Bingo (fundraising for Play equipment) | 180.20 |
| 2.07.18 | Fun Day fundraising for play equipment | 722.44 |
| 13.06.18 | HMRC Vat refund | 347.32 |

1. **Playground checks**
2. **At the Chairman’s discretion:** 
   1. The Clerk would speak with NCC regarding the advertising signs at the top of Horsefen Road
3. **Items for the Parish News:**
   1. Planning
   2. Beacon
4. **Next meeting**

**The Chairman confirmed that the next meeting of the Parish Council would take place on Tuesday 2nd October at 7.30pm in the Church Rooms**

The meeting closed at 9.17 pm