LUDHAM PARISH COUNCIL

Minutes of a meeting of Ludham Parish Council held on Tuesday 2nd October 2018

in the Church Room, Ludham at 7.30pm

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

Cllr T Gabriel

Cllr P Wall

Cllr J Youngs

Cllr J Usher

Cllr C Willoughby

Cllr S Farnsworth

Cllr R Pinning

1. **Welcome to the public**: The Chairman welcomed 8 members of the public, together with one District Councillor
2. **Apologies for absence:**  Cllrs Monk, Lumbard, Lupson 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 4th September 2018, and matters arising from those minutes. **Approved.**
2. **Correspondence:**
   1. NNDC. North Norfolk Local Plan Update. Attendance request for 30th October or 1st November meetings. 6-8pm. The Clerk explained that work on the NNDC Local Plan had commenced in September 2015 and that these meetings would be providing an update on the process. Councillors were asked to contact the Clerk if they wished to attend
   2. NNDC. Centenary of WW1 Armistice – commemorative gift of Flanders poppy seeds. Cllr Wall kindly offered to take the seeds and speak with the PCC about the most appropriate place to sow them
   3. The Office of Norman Lamb MP. Receipt of letter regarding bus routes. The Clerk noted that KonectBus had responded to the Council’s letter to note that they were looking into extending the Horning bus route. In addition, Norman Lamb MP had also written to KonectBus with details of complaints from constituents regarding the lack of access to buses in the area. Cllr Willoughby noted that some parishioners were also struggling with returning from College in Great Yarmouth if they stay for some late classes. Noted
   4. Norfolk Police. Complaints regarding speeding in Ludham. The Clerk noted that two police officers had held a meeting in a parishioner’s home after he had complained about speeding on Norwich Road. Cllr Usher explained that he was regularly reminding the Police that the Norwich, Catfield and Yarmouth roads were all a priority, together with School Road. The Police had suggested that the PC contact NCC to look at a change of speed limit, purchase a SAM2 device, or take part in Community Speedwatch. Noted
   5. NNDC. Request for information regarding alms houses in the area. It was confirmed that there were no almshouses in the area. **The Clerk** would inform NNDC
   6. NNDC. Request for information regarding Armistice services in the area. The Clerk would inform the PCC about the service and the lighting of the Beacon
3. **Reports:** 
   1. Cllr Usher. SNAP report. Cllr Usher noted that the next SNAP meeting would take place in mid-November
   2. Cllr Gabriel. Village defibrillator. Cllr Gabriel noted that he had registered the defibrillator on the Webnos system. He also explained that the pads would run out on 28th October and that two sets should be purchased at a cost of approximately £60 each. He also noted that he suggested that the PC could hold a ‘step up and save a life’ training event in the Methodist Chapel. This item would be added to the agenda for November
   3. Playground report. Cllrs Wall and Willoughby had met with Kevin Kingsnorth of Wicksteed Leisure on 27th September, and had agreed that the land underneath the Hilary Play Unit was no more undulating than the land around much of the rest of the playground. Therefore they had agreed that **the Clerk** should send off the cheque for the first piece of equipment. **The Clerk** would also contact the Peakes to ensure that they try not to damage the new matting. The Chairman thanked Cllrs Willoughby and Wall for attending the meeting at the playground. Cllr Usher noted that there remained a damaged seat on the swings. The **Chairman** would look into this
4. **Adjourn meeting**

**The Chairman adjourned the meeting at 7.49pm for the public session:**

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

1. **Agenda items:** 
   1. To consider a plan for the organisation of the fireworks for New Year’s Eve. Cllr Gabriel kindly offered to co-ordinate the fireworks. The **Clerk** would put an item in the Parish News asking for volunteers
   2. To confirm numbers for a Councillor training session in Happisburgh on Monday 19th November at 7pm. Councillors would contact the Clerk if they were interested in attending this training session
   3. To consider dates for 2019 Parish Council meetings. **AGREED**
2. **Planning Applications:**

None

1. **Planning Decisions:** 
   1. BA/2018/0269/FUL. The Workshop, Yarmouth Road. Change of use of outbuilding to 2 one bed holiday lets, external alterations and parking. Approved
2. **Outstanding Highways matters for updates:**
   1. ENQ-169139-C6N0F9. Catfield Road sign absent
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 £** |
| 15.09.18 | S/O | Peakes | Grass cutting | 509.00 |  |
|  | DD | NEST | Pension (paid by PC and Clerk) | 60.08 |  |
| 30.09.18 | 1210 | Clerk | Salary and expenses | 410.97 |  |
| 30.09.18 | 1211 | Jubilee Fireworks | Fireworks for New Year’s Eve | 720.00 | 120.00 |
| 29.09.18 | DD | URM | Glass | 46.08 | 7.68 |
| 30.09.18 | 1212 | PKF Littlejohn LLP | External audit | 240.00 | 40.00 |

* 1. **Receipts:**
     1. £136.96 donation from parishioners (Throwers). 27.09.18

1. **Playground checks**

The Chairman offered to undertake these checks for the month of October

1. **At the Chairman’s discretion:** 
   1. A parishioner had attended the meeting to discuss footpaths and to explain County Council responsibilities versus his own responsibilities as a landowner. The Clerk noted that only a few months ago a letter had been written from the PC to the landowner thanking him for his diligent maintenance of footpaths. The Chairman thanked the parishioner for taking the time to attend the meeting
   2. A request was made to speak with the shops at Womack to ask them to remove the signage at the top of Horsefen Road. The **Chairman** kindly offered to undertake this rather than speaking formally to NCC about the matter
2. **Items for the Parish News:**
   1. Planning
   2. Beacon
   3. Advanced notification of fireworks – willing helpers please
   4. New playground equipment. Work finished and total cost
3. **Next meeting**

**The Chairman confirmed that the next meeting of the Parish Council would take place on Tuesday 6th November at 7.30pm in the Church Rooms**

The meeting closed at 8.38 pm