LUDHAM PARISH COUNCIL

Minutes of a meeting of Ludham Parish Council held on Tuesday 6th November 2018

in the Church Room, Ludham at 7.30pm

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

Cllr T Gabriel

Cllr P Wall

Cllr J Youngs

Cllr C Willoughby

Cllr S Farnsworth

Cllr R Pinning

Cllr A Lupson

Cllr B Tubby

Cllr A Lumbard

1. **Welcome to the public**: The Chairman welcomed 7 members of the public, together with one District Councillor
2. **Apologies for absence:**  Cllrs Monk and Usher had sent their apologies.

**Declarations of interest**: None

1. **To consider and approve** the minutes of the Parish Council Meeting held on Tuesday 2nd October 2018, and matters arising from those minutes. **Approved.**
2. **Correspondence:**
   1. Rt Hon Norman Lamb MP’s office. Letter regarding Konectbus. Konectbus had written to Mr Lamb to explain that the bus from Horning, Hoveton and Wroxham via Rackheath and Dussindale to Norwich Station and City Centre is an hourly bus. This bus timetable is not ideal because there is an extended wait for the bus at Horning. Konectbus have therefore concluded that it should be possible to adjust the timetable slightly to use up the slack time and to extend at least some journeys to Ludham. Konectbus have welcomed local input on which times of day such a service might be most appreciated. The Council agreed that the **Clerk** should respond to Konectbus to say that the Council is very pleased with the suggestion
   2. Broadland Environmental Services. Information concerning trees to be felled near Ludham Bridge. The Council was advised that the works had commenced that morning
   3. Parishioners. Thanks to Councillors for attending the meetings with NCC regarding Footpath FP3. The Chairman noted that he and other Councillors had attended a meeting following the previous Parish Council meeting with the residents in question. They had received a very demanding letter informing them that the Public Right Of Way, FP3 be accessed, regardless that it was through their property. The Chairman explained that the Parish Council had agreed on 14th May 1956 to allow access to Norwich Road from the field by a minor diversion of the path, which was signed and minuted although Norfolk Highways had seen that evidence and felt that it was merely private correspondence. The Chairman had urged NCC Highways to ensure that the issue is dealt with sensibly. It was confirmed that when the Parish Council had ostensibly agreed a diversion Cllr Ritchie had not been a Parish Councillor at the time. The Council requested that the item would remain on the agenda until a sensible conclusion had been reached, namely that the FP be extinguished and no further stress be caused to the property owners affected
   4. BA/2018/0391/TPOA. Works to trees. Broadgate, Horsefen Road. Oak and Alder. Crown reductions of 2.5m and additional reduction where necessary to allow gap of 2.5m between tree and house. Noted
3. **Reports:** 
   1. Cllr Usher. SNAP report (sent to Clerk). Cllr Usher had receive a report from the Police detailing the current priorities for the area. These included Speeding issues in Ludham and Catfield, anti-social behaviour at the park in Stalham and acquisitive crime. Noted
   2. The Chairman. Playground report. The Chairman noted that he had replaced the larger swing seat and that no further item within the playground had required attention. He also reported that the bin had been empty
   3. Cllr Pinning. Public Rights of Way. Cllr Pinning had kindly written a report, which was circulated amongst Councillors, detailing all 33 walks in the Parish and explaining where signage was lacking or missing. The **Clerk** would speak with Sarah Price at NCC Highways regarding the missing signage, and would speak with Adrian Clarke at the BA to ask that the signage for the St Benet’s Path be put in place as soon as possible
4. **Adjourn meeting**

**The Chairman adjourned the meeting at 7.50pm for the public session:**

District Cllr Rice asked that all Councillors try to send a response to the National Parks as part of the Glover Review. **The Clerk** would send details to Councillors

The Chairman **reconvened the meeting at 8.10pm**

1. **Agenda items:** 
   1. To consider holding a CPR training session – Step up and Save a Life. It was agreed that the **Clerk** would arrange a CPR training event, and that Cllr Gabriel would attend and arrange tea and biscuits, and that Cllr Farnsworth would work as the go-between between the Methodist Church and the Clerk
   2. To confirm receipt of the External Audit report from PKF Littlejohn. Noted
   3. To consider renewing the grass cutting contract for the year. Councillors were pleased with the work that the Peakes had undertaken during the year, and wished to continue both the urban verge contract and the original grass cutting contract within the village
2. **Planning Applications:** 
   1. PF/18/1638. 12, School Road. Demolition of dwelling and workshop and erection of 6 2 x storey semi-detached dwellings. Supported by email 20/10/18
   2. PF/18/2034. Silver Hill, Norwich Road. Removal of front hedge, and creation of new access by widening existing shared access by 7m. Supported
3. **Planning Decisions:**

None

1. **Outstanding Highways matters for updates:**
   1. ENQ-169139-C6N0F9. Catfield Road sign absent. **Clerk** to contact NCC Highways
2. **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 £** |
| 15.10.18 | S/O | Peakes | Grass cutting | 509.00 | - |
|  | DD | NEST | Pension (paid by PC and Clerk) | 62.91 | - |
| 31.10.18 | 1213 | Clerk | Salary and expenses | 409.56 | - |
| 31.10.18 | 1220 | Wicksteed Leisure Ltd | Playground swing seat | 61.80 | 10.30 |
| 31.10.18 | 1221 | Village Car Scheme | Donation | 250.00 | - |
| 31.10.18 | To be paid in Dec | Wicksteeed Leisure Ltd | Final payment for play equipment | 8699.93  (TBC) | 1449.99 |
| 29.10.18 | DD | URM | Glass | 43.20 | 7.20 |
| 30.09.18 | DD | URM | Glass | 39.60 | 6.60 |
| 31.10.18 | 1214 | Ludham Village Hall | Grant | 1800.00 | - |
| 31.10.18 | 1215 | Norfolk Age UK | Donation | 75.00 | - |
| 31.10.18 | 1216 | Norfolk CAB | Donation | 75.00 | - |
| 31.10.18 | 1217 | East Anglian Air Ambulance | Donation | 100.00 | - |
| 31.10.18 | 1218 | Ludham PCC | Parish News | 180.00 | - |
| 31.10.18 | 1219 | NNDC | Dog bins | 427.56 | 71.26 |

* 1. **Receipts:** NNDC. Grant and precept. Grant £296, precept £4576. Total £4872

1. **Playground checks**

Cllr Tubby offered to undertake these checks for the month of November

1. **At the Chairman’s discretion:** 
   1. Cllr Gabriel – parishioner request for work to be undertaken on the Horsefen Road bench. The **Clerk** would speak with the Peakes to ask them to undertake this work
   2. Cllr Gabriel – parishioner request for work to be undertaken to enable motorised scooters to use the Yarmouth Road footpath. The Council agreed that this would not be right or appropriate
2. **Items for the Parish News:**
   1. Planning
   2. Happy Christmas
   3. Fireworks
   4. CPR session
3. **Next meeting**

**The Chairman confirmed that the next meeting of the Parish Council would take place on Tuesday 4th December at 7.30pm in the Church Rooms**

The meeting closed at 8.38 pm