LUDHAM PARISH COUNCIL

Minutes of a meeting of Ludham Parish Council held on Tuesday 5th March 2019

in the Church Room, Ludham at 7.30pm

**Present:**

Cllr P Wall

Cllr J Youngs

Cllr C Willoughby (Chairman)

Cllr R Pinning

Cllr A Lupson

Cllr A Lumbard

Cllr T Gabriel

1. **Welcome to the public**: The Chairman welcomed 13 members of the public, together with District Councillor Rice and County Councillor Richard Price
2. **Apologies for absence:**  Cllrs Tubby, Monk, Flett, Farnsworth 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 5th February 2019, and matters arising from those minutes. **Approved.**
2. **Correspondence:**
	1. NALC. Changes to SCP salary scale. (SCP 15 from 1st April 2019). Noted
	2. NCC. Order for surgery signs has been placed. Match funding from Cty Cllr Price’s Highways budget. The Patient Participation Group had worked with the Parish Council and the County Councillor to work towards the ordering of these signs, which would be equally funded by the County Councillor’s 2019/20 Highways budget and the surgery
	3. Planning Dept NNDC. Response to letter from the PC regarding the BA appraisals of conservation areas. Phillip Rowson, Head of Planning for NNDC had responded to the Clerk’s letter as follows: ‘*From time to time Conservation Areas are reviewed with the aim to provide more detailed information about the designated area e.g. what quality makes it special and why it is important to protect the area. The reviews also set out how Conservation Areas may be improved. A recently updated Conservation Area Appraisal will give a firmer foundation for making planning decisions and can be a good defence in the planning appeal process. I have to say that NNDC have not historically been regularly reviewing its Conservation Areas.  This is now changing with a new programme of work being completed in the Glaven Valley and the Glaven Ports. I am delighted that our partner Broads Authority has chosen to move forward with a review Ludham’s Conservation Area. This is a positive example of how Broads Authority can work in partnership with NNDC to support our local communities. Both Authorities have equal standing,  I consider that it is entirely appropriate for Broads Authority to move forward, in this case the greater proportion of the Ludham Conservation Area lays within Broads Authority as such it is entirely appropriate for them to conduct this process’.* The Council noted the above, and agreed that the **Clerk** should further her discussions with Ben Hogg of the Broads Authority to arrange for Mr Hogg to attend a PC meeting
	4. KonectBus. Response to letter from the PC regarding timescales for new bus route. KonectBus had confirmed that they were looking seriously at the possibility of extending the service via Horning to Ludham. The Parish Council **agreed** to give Cllr Willoughby delegated authority to speak with KonectBus regarding timings of bus journeys.
	5. Cty Cllr Price. Response from NNDC / NCC regarding FP3. Cty Cllr Price explained (during the public session) that NNDC and NCC had pushed the responsibility for action regarding FP3 back to the property owners. There was varied discussion regarding FP3. Cty Cllr Price explained that NCC and NNDC would be prepared to help the property owners as required
	6. Visit England. Request for photograph (greater than 1 mb) of Ludham. The **Clerk** would contact the Ludham Archive group and a parishioner with a request for assistance
	7. NCC. Road Closure School Road A1062 to Turf Fen Lane. Noted
	8. Ludham Archive group – QR trail. The Clerk noted that this would be discussed during the public session as a parishioner had attended the meeting to introduce the new QR trail
3. **Reports:**
	1. Cllr Youngs. Playground report February. Cllr Youngs had completed the playground report and noted that he was delighted by the playground and how smart it had looked during his inspection. He also noted that Cllr Flett had worked on the playground gate. The Council thanked Cllr Flett, in his absence, for his work on the gate
	2. The Clerk. Step up and Save a Life update. Session planned for March 13th 11am in the Methodist Church. Noted
4. **Adjourn meeting.**

**The Chairman had adjourned the meeting at 8.06pm for the public session**

District Cllr Rice explained that there had been some issues regarding the Glover Review and he would update the Council when possible. A parishioner explained that she had designed some stickers for parishioners’ wheely bins encouraging dog walkers to put dog poo bags in the bins. This idea was met with encouragement by Councillors and the public

A parishioner informed the Council that he had contacted the Clerk some weeks previously with concerns regarding the flooding at Hall Common. He had then, as recommended by the Clerk, raised a call on the NCC Highways ‘report a fault’ website, and the issue had been dealt with quickly. He had then explained to the Parish Council and the County Councillor that the flooding would reoccur without a kerb. The County Councillor had then agreed to commit some of his 2019/20 Highways Budget to the project, and NCC had agreed to go ahead with the project.

The Chairman **reconvened the meeting at 8.22pm**

1. **Agenda items:**
	1. To consider writing to Norman Lamb MP regarding FP3. The Parish Council agreed to highlight the issues with FP3 with Norman Lamb. Some discussion was held regarding the possible extinguishment of the path on the basis that many people believe that the path was never regularly walked upon, but the Parish Council did not wish to go forwards with the extinguishment proposal
	2. To confirm the appointment of a trustee for the Womack Staithe Trust (new term of office from 1st April 2019 for four years). Following a secret ballot, Cllr Lupson was confirmed in office for a further 4 years
2. **Planning Applications:**
	1. PF/19/0242. The Bungalow, Manships, School Road. 2-storey rear and single-storey side extensions. The Parish Council agreed to **support** this application but hoped that the property would not be used in such a way that it significantly increased traffic movements to the property
	2. PF/19/0192. The Old Thatched House, High Mill Hill. Erection of single storey side extension. **Supported** by email
3. **Planning Decisions:**
	1. BA/2018/0441/LBC. Hall Common Farm. Amend plans to exclude south elevation window, 4 rooflights, flue and first floor storage space. Modification of internal layout creating bedroom, amendment to permission BA/2017/0489/LBC. Approved. Noted
	2. BA/2018/0438/NONMAT. Hall Common Farm. As above but non-material amendment. Approved. Noted
4. **Outstanding Highways matters for updates:**
	1. ENQ-169139-C6N0F9. Catfield Road sign absent. Apology from Highways Department in December. Still not replaced. The **Clerk** would liaise with Sarah Price and Richard Pearson about this
	2. ENQ900142216. Flooding at Hall Common / St Benet’s Way. Response from Highways
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 £** |
| 15.02.19 | S/O | Peakes | Grass cutting | 509.00 | - |
| 28.01.19 | DD | URM | Glass | 37.80 | 6.30 |
| 1.03.19 | DD | NEST | Pension (paid by PC and Clerk) | 56.83 | - |
| 28.02.19 | 1237 | Clerk | Salary and expenses February | 392.76 |  |

* 1. **The following receipts were noted:**
		1. None
1. **Playground checks**

Cllr Wall offered to undertake these checks for the month of March

1. **At the Chairman’s discretion:**
	1. The Chairman asked the Council if it would be willing to allow the QR trail information to be put on Parish Council noticeboards. This was **AGREED**
	2. Cllr Pinning noted that 2 x signs had been put up towards St Benet’s but that the sign at Ludham Bridge to How Hill has disappeared. The **Clerk** would report this
	3. It was also noted that the sign at Lovers Lane is damaged. The **Clerk** would report this
	4. Cllr Wall noted that he had found some syringes for drugs on School Road and had removed them and subsequently arranged for them to be collected and destroyed. He ask that Parishioners be vigilant when picking up rubbish
2. **Items for the Parish News:**
	1. Planning
	2. Bus update
3. **Next meeting**

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

The meeting closed at 8.51 pm