LUDHAM PARISH COUNCIL

Minutes of a meeting of Ludham Parish Council held on Tuesday 2nd April 2019

in the Church Room, Ludham at 7.30pm

**Present:**

Cllr M Flett

Cllr P Wall

Cllr J Youngs

Cllr C Willoughby

Cllr R Pinning

Cllr A Lupson

Cllr A Lumbard

Cllr T Gabriel

Cllr S Farnsworth

Cllr J Usher

1. **Welcome to the public**: The Chairman welcomed 10 members of the public, with both Cllrs Rice and Price having sent their apologies
2. **Apologies for absence:**  Cllrs Tubby, Monk had sent their apologies.

**Declarations of interest**: None

1. **To consider and approve** the minutes of the Parish Council Meeting held on Tuesday 5th March 2019, and matters arising from those minutes. **Approved.** The Chairman thanked the Vice-Chairman very much for chairing the meeting in his absence
2. **Correspondence:**
   1. NNDC. Notice of election of District Councillors. Noted
   2. NNDC. Notice of election of Parish Councillors. Noted
   3. KonectBus. Confirmation that the 5b bus Norwich – Wroxham – Horning will be extended to serve Ludham – Catfield – Stalham**.** Timetable to follow. The Network Manager of Konectbus had written to the PC to confirm that the current 5b Norwich – Wroxham – Horning route will be extended to serve Ludham / Stalham / Wroxham and Norwich. The PC would put this item in the Parish News, and would publish the timetable when it came through
   4. Annual Parish Meeting – format. The Clerk explained that the APM would take the form of a short meeting where members of the public were asked to speak about any item that they wished to discuss. All village reports would be published on the Ludham PC website. Noted
   5. Broads Authority. Change of ranger for the area to Tobi Radcliffe. The Council asked the **Clerk** to contact Mr Radcliffe to ask him to attend the June Parish Council meeting
   6. Ludham Community Archive Group. Request for permission for a stall on Bakers Arms Green to sell the new Archive book: ‘Ludham – A Century of Change 1900 – 2000’, on the mornings of Saturday 11th May and Saturday 18th May. This was **AGREED**
3. **Reports:** 
   1. Cllr Wall. Playground report March. Cllr Wall noted that there was a problem with litter in the playground again and that the bin had not been emptied. **The Clerk** would speak with NNDC about this issue. In addition, Cllr Wall noted that the sign stating ‘NO dogs’ had lost the letters for ‘NO’. The Clerk would resolve this issue with a permanent marker pen. Cllr Wall also noted that the hedge on the inside of the playground was overgrown in places. **The Clerk** would speak with the Peakes about this
   2. Cllr Usher. SNAP report. Cllr Usher noted that he would be attending a SNAP meeting the following week. He also informed the Council that scams continued to be a nuisance
   3. Cllr Usher. Senior Flood Warden meeting. Cllr Usher had attended a Flood Warden meeting on behalf of the Council. The Chairman thanked Cllr Usher for his time and work in attending the flood meetings
   4. The Chairman. FP3. The Chairman adjourned the meeting at 7.45pm in anticipation of the item requiring input by members of the public, including a representative of the DL Ritchie Trust, who had kindly attended the meeting in order to assist if possible with any FP3 discussions. The Chairman explained that there were three options open to those involved with FP3 (NCC and the Property owners who are affected):
      1. Request an extinguishment order, which requires a legal agreement involving all property and landowners concerned
      2. Redirect the PROW around the external boundaries, also requires a legal agreement by all property and landowners concerned
      3. Request the donation of land from the DL Ritchie Trust such that the PROW is diverted through land owned by the Trust, and requires agreement as in i. and ii. above
      4. Leave the matter unattended so that it goes to Magistrate’s court

The Chairman explained that there is no option to convert part of the PROW to a permissive path because legally all the path has to be a PROW

A representative from the neighbouring landowning Trust had attended the meeting, and informed those present that the Trust had previously been unaware of the current FP3 problems and had been informed by the footpaths officer during a chance meeting. He explained that he understood that NCC had written to the property owners affected and given them 6 months to take action. He noted that he believed that this six months was up.

Cllr Gabriel requested a vote by members of the Parish Council, such that the Council engender support for a petition from over 20 members of the public to confirm that they have walked the PROW for over 20 years. Councillors voted on this matter, with 2 Councillors wishing to undertake this petition, and 5 Councillors against. Those Councillors ‘against’ the petition were at pains to note that they support the property owners but do not think that the petition is a lawfully correct way forward. Cllr Gabriel noted his disappointment in the Council’s decision

1. **Adjourn meeting.** The meeting had been adjourned prior to item 6d

**The Chairman had adjourned the meeting at 7.45pm for the public session**

It was noted that two bolts were missing from the playground roundabout. **The Clerk** would speak with Cllr Monk, and Wicksteed if necessary

The Clerk was asked to record in the minutes that Cllr Richard Price had confirmed within his highways budget for 2019/20 that he would allocate budget towards the ‘kerbing’ of the road at Hall Common, to prevent the flooding

The Chairman **reconvened the meeting at 8.40pm**

1. **Agenda items:**

None

1. **Planning Applications:** 
   1. PF/19/0360. Green Acres, Norwich Road. Conversion of existing attached garage to habitable space with installation of glazed roof lanterns; detached double garage to front; timber cladding of existing brickwork on front and parts of side and rear elevations. **Supported by email**
   2. PF/19/0130. 12 School Road. Demolition of dwelling and workshop and erection of 3 no.single storey detached dwellings and detached garage. **Supported by email**
2. **Planning Decisions:**
   1. BA/2018/0486/HOUSEH. Fenside, Horsefen Road. Single storey side extension. Approved subject to conditions
3. **Outstanding Highways matters for updates:**
   1. ENQ-169139-C6N0F9. Catfield Road sign absent. Apology from Highways Department in December. Reminded in January and March
   2. FP12 signage. Scheduled for repair
   3. FP1 signage. Scheduled for repair
   4. RB22 signage. Scheduled for repair
   5. FP10 signage. NCC will not be taking action on the lack of signage through farm yard
   6. FP3. Signage on Pound lane missing
   7. ENQ900143514. Hall Common Road. Flooding. NCC investigating
4. **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 £** |
| 15.03.19 | S/O | Peakes | Grass cutting | 509.00 | - |
| 28.03.19 | DD | URM | Glass | 49.68 | 8.28 |
| 1.04.19 | DD | NEST | Pension (paid by PC and Clerk) | 56.83 | - |
| 31.03.19 | 1238 | Clerk | Salary and expenses February | 349.13 |  |
| 31.03.19 | 1239 | HMRC | Tax | 25.80 |  |

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

1. **Playground checks**

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

1. **At the Chairman’s discretion:**
   1. Cllr Usher noted the Council’s debt of gratitude to the Chairman, who would be stepping down following the elections in May, and would no longer be on the Council following many years both on the Council and as Chairman.
2. **Items for the Parish News:**
   1. Planning
   2. Bus update
   3. APM
   4. Step up and save a life – excellent attendance
3. **Next meeting**

**To confirm that the next meeting of the Parish Council will take place on Tuesday 7th May 2019 in the Church Rooms following the Annual Parish Meeting. This meeting will be the ANNUAL PARISH COUNCIL MEETING. The Annual Parish Meeting will also take place on the 7th May 2019, at 7.30pm**

The meeting closed at 8.50 pm