LUDHAM PARISH COUNCIL

Minutes of a meeting of Ludham Parish Council held on Tuesday 7th May 2019

in the Church Room, Ludham at 7.30pm

**Present:**

Cllr P Wall

Cllr J Youngs

Cllr C Willoughby

Cllr R Pinning

Cllr A Lupson

Cllr A Lumbard

Cllr T Gabriel

Cllr J Usher

Cllr M Monk

1. **Welcome to the public**: The Clerk welcomed 9 members of the public, together with County Cllr Richard Price
2. **Apologies for absence:**  Cllrs Grist and Tubby had sent their apologies.
3. **Election of Chairman and Vice-Chairman.** Cllr Lupson was elected as Chairman of the Parish Council with no other nominations. Cllr Willoughby was elected as Vice-Chairman, with no other nominations

**Declarations of interest**: None

1. **To consider and approve** the minutes of the Parish Council Meeting held on Tuesday 2nd April 2019, and matters arising from those minutes. **Approved.**
2. **Correspondence:**
   1. NNDC. Receipt of Controlled Waste Transfer Note for dog bin emptying during f/y 2018/19 (78 lifts) and litter bin emptying (86 lifts). Noted
   2. Parishioner. Note regarding bench round tree. **Cllr Monk** kindly agreed to work on this. It was agreed that it was a big job which had been in the past a fairly large expense
   3. Konectbus. Receipt of new timetable for 5b. Noted. **Cllr Willoughby** explained the complex routes for the bus. She agreed to put something in writing to the Clerk for the Parish News. The Chairman thanked Cllr Willoughby for her work and advice regarding Konect Bus
   4. NCC. Correspondence from NCC Highways regarding a Traffic Regulation Order for School Road / School Close. The suggestion had been made during the month to the Clerk that a TRO could be researched for School Road / School Close. The Highways Engineer had replied to the Clerk’s request for information on TROs, to explain that a TRO costs around £6K but that the cost implications pale into insignificance when compared with the challenges faced with issues such as parking prohibition (which would come as a result of the TRO), which would affect either residents who park at other times (outwith School parking times) and will lead to valid objections from people that are affected by the problem. The Highways Engineer explained that the scheme could simply not be effectively implemented
3. **Reports:** 
   1. Cllr. Playground report April
      1. Update on roundabout missing bolts. Cllr Usher had kindly undertaken the playground report, and noted that the bolts had not returned. **Cllr Monk** noted that he had some bolts and would put them in the roundabout. Cllr Usher noted that there was bad litter in the hedge that could not be removed due to the thickness of the hedge. It was confirmed that that lack of bolts did not pose a safety issue for a short period.
   2. Cllr Usher. SNAP report. Cllr Usher explained that there had recently been speed cameras in Ludham, which had resulted in a number of speeding fines. He noted that the current priorities for the police were speeding on Tunstead Road, Catfield Road and anti-social behaviour in Stalham. In addition, due to the time of year, priority had been given to security around boat yards and caravan parks. Cllr Usher had therefore requested that Womack be included in these rounds. Cllr Usher noted that the next SNAP meeting would take place in two months’ time
   3. The Clerk. FP3. The Clerk noted that a meeting was due to take place between Sarah Price of NCC, together with the trustees of DL Ritchie and the relevant homeowners. The Council held a discussion regarding the Parish Council suggesting to NCC that the footpath be extinguished. Cllr Willoughby, having lived in the village for over 60 years noted that she had never once walked the footpath, whilst Cllr Youngs did note that he had on occasion walked the footpath. It was noted, though, that if the footpath were to be extinguished it would not affect walkers, in that access to the village would not be altered. Cllr Gabriel explained that Section 31 of the Highways Act detailed that if 12 people signed a document to say that land had been walked on for 20 years a motion could be The Chairman noted that this item could be added to a future agenda, as Councillors seemed generally in favour of voting to recommend an extinguishment
4. **Adjourn meeting.**

**The Chairman had adjourned the meeting at 7.54pm for the public session**

The Chairman **reconvened the meeting at 8.08pm**

1. **Agenda items:** 
   1. To confirm policies (for publishing on the website) as follows:
      1. Standing Orders. The Council **AGREED** the variables on the Standing orders, and **confirmed** them
      2. Financial Regulations. To be postponed to the June meeting

b. Review of Parish Council committees and bank mandates.



c. Approval of year end accounts (if available). The Council agreed that the accounts should be delivered at the same time as the internal audit report from Mr Flett

d. To consider a response to Anglian Water following their email of 15th April regarding abstraction rights. The Chairman had read the letter from AW, and it was agreed that the **Clerk** should contact AW and ask to be kept informed of any changes and updates

e. To nominate a person to manage the Christmas lights every year, following the handover from the outgoing Chairman. Cllr Gabriel agreed to undertake this in future years

1. **Planning Applications:** 
   1. None
2. **Planning Decisions:**
   1. None
3. **Outstanding Highways matters for updates:**
   1. FP12 signage. Scheduled for repair
   2. FP1 signage. Scheduled for repair
   3. FP10 signage. NCC will not be taking action on the lack of signage through farm yard
   4. ENQ900143514. Flooding at Hall Common road.
4. **Finance**
   1. The Chairman noted that he had not signed and agreed a bank reconciliation for the previous month’s finances on the basis that the audit was currently being prepared
   2. **The following payments were authorised:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Date** | **Format** | **Payee** | **Detail** | **Amount £** | **Inc VAT £** |
| 15.04.19 | S/O | Peakes | Grass cutting | 509.00 | - |
| 01.05.19 | DD | NEST | Pension (paid by PC and Clerk) | 65.04 |  |
| 30.04.19 | 240 | Clerk | Salary and expenses February | 391.34 |  |
| 30.04.19 | 241 | HMRC | Tax | 13.20 |  |
| 30.04.19 | DD | URM | Glass | 32.40 | 5.40 |
| 30.04.19 | 242 | J Ush\*\* | Mileage claim | 27.65 | 0.54 |
| 30.04.19 | 243 | Norfolk ALC | Subscription | 284.18 |  |

* 1. **The following receipts were noted:**
     1. Womack Staithe Trust. £2250 towards grass cutting for 19/20 season
     2. Broads Authority. £40. 7 Walks of Ludham

1. **Playground checks**

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

1. **At the Chairman’s discretion:**
2. **Items for the Parish News:**
   1. Planning (none)
   2. Speeding on School Road / overgrown hedges / sight-lines reduced
   3. Congratulations to the Village Hall (of which the PC is Custodian Trustee) for a £7500 Lottery Grant
   4. KonectBus route
3. **Next meeting**

**To confirm that the next meeting of the Parish Council will take place on Tuesday 4th June 2019 in the Church**

The meeting closed at 8.55 pm