LUDHAM PARISH COUNCIL

Minutes of a meeting of Ludham Parish Council held on Tuesday 1st October 2019

in the Church Room, Ludham at 7.30pm

**Present:**  Cllr A Lupson (Chairman)

Cllr C Willoughby

Cllr J Youngs

Cllr R Pinning

Cllr A Lumbard

Cllr J Usher

Cllr P Wall

Cllr L Grist

Cllr B Tubby

1. **Welcome to the public**: The Clerk welcomed the District Cllr, and noted that there were no parishioners present, perhaps due to the inclement weather conditions
2. **Apologies for absence:**  Cllr Gabriel and Cllr Monk had sent their apologies.

**Declarations of interest**: None

1. **To consider and approve** the minutes of the Parish Council Meeting held on Tuesday 3rd September 2019, and matters arising from those minutes: **Approved**
2. **Correspondence:**
   1. NCC Highways Ranger. Request for information regarding road defects, potholes, standing water, vegetation encroachment, damaged or dirty signs. Noted
   2. NNDC. Community, Well-being and Environment. Councillors needed to work on the project. Noted
   3. Parishioners. Community Speedwatch. The Clerk noted that she had received emails from 6 people who wish to put together a CSW. **The Clerk** would speak with the Police to progress this
3. **Reports:** 
   1. Bruce Moffat. Playground inspection. Cllr Willoughby noted that she had discussed this with Mr Moffat and that he had identified similar issues to previous inspections. **The Clerk** would contact the Peakes and ask that they push the matting back together now that the ground is softer
   2. Cllr Usher. SNAP report. Cllr Usher noted that there had been no SNAP meeting during the month but that the police had undertaken some speed checks in the area, which had been ‘successful’ in that some people had been given tickets for speeding
   3. Cllr Usher. Fraud Avoidance presentation – update. Cllr Usher reminded Cllrs of the date of the Fraud Avoidance presentation – 8th October
4. **Adjourn meeting.**

**The Chairman had adjourned the meeting at 7.44pm for the public session**

District Cllr Varley had attended the meeting and updated Councillors on the activities of NNDC

The Chairman **reconvened the meeting at 7.47pm**

1. **Agenda items:** 
   1. To consider ordering fireworks for New Year’s Eve in order to secure a 10% reduction in price (£722.50). Also to confirm a Parish Councillor willing to run the firework display. Cllr Gabriel, although not present at the meeting, had confirmed that he was willing to organise the Fireworks display on the basis that Councillors and others assist. **The Clerk** would speak with the Ludham Wives’ representative to ask for their help, as in previous years
   2. To confirm the Councillor willing to assist with the Christmas Tree / Christmas lights. The Chairman noted that Cllr Gabriel had offered to take on this responsibility from the outgoing Chairman. **The Clerk** would speak with Cllr Gabriel to confirm that he was still willing to take this on
2. **Planning Applications:** 
   1. BA/2019/0312/HOUSEH. Crusoes, Staithe Road. Replace window with a door to form residential ancillary accommodation. **Supported**
   2. PF/19/1511. Keepers Cottage, Lovers Lane. Erection of single storey side and rear extension, and porch. **Supported**
   3. BA/2019/0254/FUL. Norfolk Wherry Trust, Horsefen Road. Replace quayheading and boardwalk. **Supported**
   4. PF/19/1528. Greenbanks, Malthouse Lane. Single storey side and rear extensions. **Supported.** The Clerk would also speak with the Planning Officer to ask that any mobile home used for accommodation during the build should be removed following the completion of the works
   5. PF/19/1460. Kings Arms, High Street. Two-storey extension including kitchen at ground floor level with staff accommodation at first floor. **Supported**
3. **Outstanding Highways matters for updates:**
   1. ENQ900143514. Flooding at Hall Common road. The Council noted that the kerb still needed to be put in to prevent large farm traffic impacting on the drainage
   2. ENQ900150763. Flooding at Gypsies Lane. The Chairman had attended the site during the day of the meeting and had noted that the flooding was serious. He had noted that all properties had vehicles and that nobody was stranded.
   3. ENQ900151343. White lines. High Street / Catfield Road / School Road
4. **Finance**
   1. The Chairman noted that he signed the bank reconciliations for the month
   2. **The following payments were authorised:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Date** | **Format** | **Payee** | **Detail** | **Amount £** | **Inc VAT £** |
| 1.10.19 | S/O | Peakes | Grass cutting | 509.00 | - |
| 1.10.19 | 1249 | Clerk | Salary and expenses September | 428.83 |  |
| 30.09.19 | DD | URM | Glass | 42.84 | 7.14 |
| 01.10.19 | DD | NEST | Pension (partly paid by Clerk) | 65.04 |  |
| 1.10.19 | 1250 | Norfolk CAB | Donation | 75.00 |  |
| 1.10.19 | 1251 | Age UK | Donation | 75.00 |  |
| 1.10.19 | 1252 | Village Car Scheme | Donation | 250.00 |  |
| 1.10.19 | 1253 | East Anglian Air Ambulance | Donation | 100.00 |  |
| 1.10.19 | 1254 | Ludham Village Hall | Donation | 1800.00 |  |
| 1.10.19 | 1255 | Ludham PCC | Grass cutting for 2019 calendar year | 737.00 |  |
| 29.8.19 | DD | URM | Glass | 49.68 | 8.28 |
| 1.10.19 | 1256 | NNDC | Dog bins | 381.12 | 63.52 |
| 1.10.19 | 1257 | Jubilee Fireworks | Fireworks (TBC) | 722.50 |  |
| 1.10.19 | 1258 | PKF Littlejohn LLP | External audit | 240.00 | 40.00 |
| 1.10.19 | 1259 | NCC | Fireworks Road Closure | 36.00 |  |

* 1. **The following receipts were noted:**
     1. NCC. Refund for PP scheme gate at the primary school. £180.55
     2. NNDC. Payment for textile recycling credits to March 2020. £95

1. **Playground checks**

Cllr Tubby had offered to undertake the playground checks for the month.

1. **At the Chairman’s discretion:**
   1. The Council asked **The Clerk** to check with Cllr Monk on the status of the tree with the round bench. **The Clerk** would also ask for an update on the Stocks Hill bench
   2. Cllr Pinning asked if the Womack Trust would eventually need to put electricity in place for the moorings. Cllr Lupson thanked him for his thoughts and noted that the Womack Trust were considering this and would do again
2. **Items for the Parish News**
   1. Planning
3. **Next meeting**

**To confirm that the next meeting of the Parish Council will take place on Tuesday 5th November 2019 in the Church Rooms**

The meeting closed at 8.42 pm