LUDHAM PARISH COUNCIL

Minutes of a meeting of Ludham Parish Council held on Tuesday 1st September 2020

On ZOOM at 7.30pm

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

Cllr M Monk

Cllr P Wall

Cllr T Gabriel

Cllr C Willoughby

Cllr L Grist

Cllr R Pinning

Cllr A Lumbard

Cllr J Usher

Clerk and RFO: J Beardshaw

1. **Welcome to the public**: The Chairman welcomed the District Cllr, County Cllr and four members of the public.
2. **Apologies for absence:**  Cllr Tubby had sent his apologies, which were accepted

**Declarations of interest**: None reported

1. **To consider and approve** the minutes of the Parish Council Meeting held on Tuesday 4th August 2020, and matters arising from those minutes: **Approved**
   1. The Council thanked Cllr Monk for his work on the playground directly following the previous Parish Council meeting. Cllr Monk had filled in the area under the swings with soil. It was noted though that the area had become low again.
2. **Correspondence:**
   1. Anglian Water. First Time Sewerage Scheme. The Clerk noted that In November 2014 Anglian Water had received a ‘First Time Sewerage Application’ from residents in Ludham for mains foul public sewers to be installed to serve the locality. This was approved and will be implemented between April 2025 and March 2030
   2. **Cllr Gabriel**. Issues with drainage dyke from the Foundry to Ducks Crossing. Cllr Gabriel would liaise with the District Cllr and the Clerk to resolve this issue
   3. Internal auditor. Confirmation of quarterly review. Noted
   4. Parishioner. Complaint regarding the cutting back of the 30 mph sign opposite the Village Hall. The Clerk noted that since the complaint had been made the sign had been cut. Cllr Wall noted that the mph sign on School Road was also in need of some attention to ensure that it was visible. Cllr Monk kindly offered to cut the area behind the sign back. Cllrs thanked Cllr Monk
3. **Reports:** 
   1. Cllr Usher. SNAP report. Cllr Usher noted that there had been no SNAP meeting.
   2. Cllr Usher. Wayford Bridge. Cllr Usher informed the Council that Wayford Bridge (in both directions) was due to be closed for essential maintenance in November. Cty Cllr Price would look into this, which would affect Ludham significantly in terms of additional traffic through the village
   3. Clerk. Checklist for holding in person meetings / discussion regarding format of PC meetings for the foreseeable future. The Clerk noted that in order to hold in person meetings the Council staff and Councillors needed to be unable to conduct business without a face to face meeting and needed to be unable to make use of telephone or online technoltogy to conduct quorate meetings. The PC would also need to have a reasonable business need, or legal need to meet in person at this time. Noted
4. **Adjourn meeting.**

**The Chairman had adjourned the meeting at 7.49pm for the public session**

The Chairman asked all members of the public in turn (as it was a zoom meeting) if they wished to address the Council on village matters

Four prospective Councillors gave an introduction to the Council prior to the Council considering the two vacancies in item 8 below

Cllr Lumbard thanked the District Councillor for his assistance at Ludham Bridge

The Chairman **reconvened the meeting at 8.25pm**

1. **Agenda items:** 
   1. To consider if the Parish Council should hold the fireworks display for NYE 2020. The Council discussed this at length and agreed that the item would need to be on the agenda for October and the decision should be left until then. **The Clerk** would contact Jubilee Fireworks to find out details of deposits, and late ordering.
   2. To discuss two benches in the village – Stocks Hill and the circular bench at the top Horsefen Road. Cllr Pinning had liaised with a parishioner who would like to donate a bench for the Stocks Hill area. **The Clerk** would revert with prices and a benches policy so that the Council would know how to deal with future bench donation enquiries. **The Clerk** would also liaise with Ludham Garage to see if it would still like to donate a bench for the top of Horsefen Road
   3. To consider taking part in ‘Keep Britain Tidy’ campaign (recommended by Cllr Lumbard). 11 – 27 September 2020. The council agreed that this would be an excellent idea. The District Councillor agreed to speak to NNDC to source litter pickers. **The Clerk** would work on publishing the information
   4. To consider filling **two** vacancies on the Parish Council, noting the applications of four applicants:
      1. Mrs K Broxton
      2. Miss C Routledge
      3. Mrs S Whitehouse
      4. Mrs J Wright

The Council voted five times in order to find an absolute majority. All candidates were thanked for their excellent introductions. Mrs K Broxton and Mrs J Wright were co-opted to fill the two existing casual vacancies. **The Clerk** would arrange training and the necessary paperwork and informed all Councillors that policies would be reviewed at the following meeting, which would give the new Councillors a chance to become fully conversant with the Council policies

1. **Planning Applications:** 
   1. None
2. **Outstanding Highways matters for updates:**
   1. ENQ900152048. Missing white lines top of School Road to School Entrance. Noted
3. **Finance**
   1. The Chairman noted that he signed the bank reconciliations for the month
   2. The following receipts were noted:
   3. **The following payments were authorised:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Date** | **Format** | **Payee** | **Detail** | **Amount £** | **Inc VAT £** |
| 1.9.20 | S/O | Peakes | Grass cutting | 509.00 | - |
| 1.9.20 | 1300 | Clerk | Salary and expenses | 405.68 |  |
| 1.9.20 | DD | NEST | Pension (partly paid by Clerk) | 65.04 |  |
| 29.8.20 | DD | URM | Glass | 55.80 | 9.30 |
| 1.9.20 | 1301 | HMRC | Tax (paid by Clerk | 7.00 |  |

1. **Playground checks**

Cllr Pinning had offered to undertaken the playground checks for the month

1. **At the Chairman’s discretion:**
   1. The Chairman noted that a parishioner had requested details of which Councillors had emailed the Clerk during the lockdown with their views (and what their views were) regarding a recent planning application. The Chairman informed the Council that the Clerk would be giving the parishioner this information
   2. Cllr Gabriel noted that he felt that the Clerk had acted wrongly during the lockdown by explaining in detail Councillors’ views on a controversial planning application with the Planning Officer rather than giving a blanket statement as would be usual (either before Covid-19 or on a non-controversial application) The Clerk explained that as no meeting had been held and therefore, it could be argued, no legal decision had been reached, she had felt that the most democratic way to explain the split views of the Council was via telephone and email. The planning officer agreed that this was the best way for the Clerk to explain the Council’s representations.
2. **Items for the Parish News**
   1. Planning
   2. New Councillors
3. **Next meeting**

**To confirm that the next meeting of the Parish Council will take place on Tuesday 6th October 2020 at a location to be agreed. Either on Zoom or in the Village Hall or the Church Rooms**

The meeting closed at 9.45 pm