LUDHAM PARISH COUNCIL

Minutes of a meeting of Ludham Parish Council held on Tuesday 6th October 2020

On ZOOM at 7.30pm

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

Cllr P Wall

Cllr T Gabriel

Cllr C Willoughby

Cllr L Grist

Cllr R Pinning

Cllr A Lumbard

Cllr J Usher

Cllr K Broxton

Cllr J Wright

Cllr B Tubby

 Clerk and RFO: J Beardshaw

1. **Welcome to the public**: The Chairman welcomed the District Cllr and one member of the public.
2. **Apologies for absence:**  Cllr Monk had sent his apologies, which were accepted. Cllr Tubby attended the meeting but left the meeting after a few minutes due to technical issues

**Declarations of interest**: Cllr Gabriel noted an interest in item 9a

1. **To consider and approve** the minutes of the Parish Council Meeting held on Tuesday 1st September 2020, and matters arising from those minutes: **Approved**
2. **Correspondence:**
	1. The Pensions Regulator. Confirmation of re-declaration of compliance. Noted
	2. The BA. Notification of two consultations: residential moorings, and understanding and addressing the impact of new development. The Clerk asked Cllrs to contact her for further information on this
	3. BA/2020/0327/TCAA. Application for works to trees. Swallow Cottage, Horsefen Road. Ash and Oak. Crown reductions. Noted
	4. Hiscox. Pre-renewal paperwork. **Cllr Gabriel** kindly offered to look over this paperwork
	5. Wicksteed Playgrounds. Confirmation that the ladder on the Marco Polo has been fixed and is now up to standard. Noted
3. **Reports:**
	1. Cllr Usher. SNAP report. Cllr Usher noted the current priorities that the Police were working on. The Chairman thanked him for his work on the Safer Neighbourhood Panel
	2. Cllr Pinning. Playground report. Cllr Pinning had kindly picked up rubbish and noted some fallen branches in the playground. He confirmed that the playground was fit for purpose
	3. Cllr Usher. Flood Warden report. Cllr Usher had met with Alison Sayer of the Broads Authority to discuss flooding and noted that high tides were due 13th / 14th October. The Chairman thanked him for his work as a Flood Warden for the area. On the subject of flooding, the Chairman also noted that he had attended on two occasions at Ludham Bridge to check the situation there and to speak with the owner of Ludham Bridge Boatyard
	4. Clerk. Update on benches. The Clerk noted that two parishioners had separately offered to fund the two benches that needed replacing (one at Stocks Hill and one at the top of Horsefen Road). It was **AGREED** that the Horsefen Road bench should have an inscription (at the PC’s cost) reading ‘sit ye down and mardle’. **The Clerk** would instruct a local contractor to undertake the work and would order the two polypropylene benches as required and liaise with the two donors
	5. Cllr Lumbard. Litter Pick report. Cllr Lumbard noted that he had organised, with the help of Cllrs Grist and Wright, a village litter pick. He informed the Council that 10 parishioners had attended. It was generally noted that it would be a good idea for the litter pick to be an annual event, but also that now that the village is empty of litter it would be a good idea to encourage parishioners to keep it that way. **The Clerk** would include this suggestion in the Parish News
	6. Cllr Gabriel. Drainage issue at Ducks Crossing. Cllr Gabriel had kindly liaised with the authorities regarding this drain.
4. **Adjourn meeting.**

**The Chairman had adjourned the meeting at 8.01pm for the public session**

The Chairman **reconvened the meeting at 8.24pm**

1. **Agenda items:**
	1. To consider if the Parish Council wishes to hold the 2020 NYE fireworks display. The Council **AGREED**, with sadness, that it was unable to hold the annual fireworks display in 2020
	2. To consider writing to Duncan Baker MP regarding issues at Ludham Bridge prior to a meeting he is due to have on 10/10 with the Boat Yard owner concerning a different matter. The Council **AGREED** that **The Clerk** should write to Duncan Baker MP to outline the issues and to ask for his assistance. The Chairman noted that under Section 6 of the Broads Authorities’ standing orders it has the requirement to look after the navigation of the broads, which, in the Chairman’s opinion, it was not doing to the satisfaction of Ludham Parish Council
	3. To consider / amend / approve policies as per the policies spreadsheet. The policies were **AGREED** with the exception of an amendment to the Benches Policy, which would be considered at the November meeting
		1. Coronavirus contingency and action plan.
		2. Planning policy
		3. Standing Orders
		4. Financial Regulations
		5. Code of Conduct
		6. Freedom of information / publication scheme
		7. Complaints procedure
		8. Equality and diversity policy
		9. Members’ allowances
		10. Disciplinary and grievance policy
		11. Risk Assessment
		12. Training policy
		13. Benches policy
2. **Planning Applications:**
	1. BA/2020/0309/FUL. Manor Gates Garden, Staithe Road. Excavation of 3 x 10m mooring cut. **Supported**
	2. PF/20/1520. Conversion of barn and associated external alterations to form single dwelling; erection of attached garage Barn at, Ludham Hall, Hall Road. **Supported**
	3. PF/20/1429. Variation of Condition 2 (plans) of planning permission PF/18/1126 (Proposed conversion and alteration of a range of traditional farm buildings to 4 dwellings, including the demolition of a modern potato store and infill structure) to allow amendments to design of barn 3. Responses by email. Six Councillors in support, no response from four Councillors, 2 Councillors with concerns. Response sent prior to meeting: Support
3. **Outstanding Highways matters for updates:**
	1. ENQ900152048. Missing white lines top of School Road to School Entrance. Noted
4. **Finance**
	1. The Chairman noted that he had seen and confirmed 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 £** |
| 15.10.20 | DD | Peakes | Grass cutting |  |  |
| 6.10.20 | 1302 | Clerk | Salary and expenses  | 480.43 |  |
| 29.9.20 | DD | NEST  | Pension (partly paid by Clerk) | 77.31 |  |
| 29.08.20 | DD | URM | Glass | 55.80 | 9.30 |
| 6.10.20 | 1303 | HMRC | Tax (paid by Clerk | 28.80 |  |
| 30.09.20 | DD | URM | Glass | 41.04 | 6.84 |
| 6.9.20 | 1304 | Peakes | Norwich Road Footpath, VH hedge | 145.00 |  |

1. **Playground checks**

Cllr Broxton had offered to undertaken the playground checks for the month. Cllr Pinning kindly offered to assist her with this first check

1. **At the Chairman’s discretion:**
	1. Cllr Wall noted that there had been some problems with the How Hill Road in that the Speed Restriction sign was missing and that there was a tree down making the road impassable. **The Clerk** had contacted NCC and would speak with them again
	2. Cllr Wright suggested that she could organise tree planting (using trees donated from the Woodland Trust). **The Council** held a discussion regarding where such trees could be planted and Cllr Wright would investigate further
	3. Cllr Pinning noted that Mr Baugh had kindly cleared Hall Road of fallen trees during the recent storms. **The Clerk** would write to thank him
2. **Items for the Parish News**
	1. Planning
	2. Litter Pick
	3. No Fireworks Display
3. **Next meeting**

**To confirm that the next meeting of the Parish Council will take place on Tuesday 3rd November 2020 on Zoom**

The meeting closed at 9.21 pm