LUDHAM PARISH COUNCIL

Minutes of a meeting of Ludham Parish Council held on Tuesday 2nd February 2021

On ZOOM at 7.30pm

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

Cllr P Wall

Cllr T Gabriel

Cllr C Willoughby

Cllr R Pinning

Cllr A Lumbard

Cllr K Broxton

Cllr J Wright

Cllr J Usher

Cllr B Tubby

 Clerk and RFO: J Beardshaw

1. **Welcome to the public**: The Chairman welcomed the District Cllr, County Cllr and 4 members of the public.
2. **Apologies for absence:**  Cllr Monk and Cllr Grist had sent their apologies, which were accepted.

**Declarations of interest**: None

1. **To consider and approve** the minutes of the Parish Council Meeting held on Tuesday 5th January 2021, and matters arising from those minutes: **Approved**
2. **Correspondence:**
	1. Looking After Ludham. Update. The Clerk updated the Council on information from the LAL team, which was noted with gratitude to the LAL team
	2. Clerk. Confirmation of approval for the grass cutting agreement with the Peakes for the year. The Council approved this agreement for the forthcoming year
	3. Ludham Village Hall. Thank you letter for donation. The Clerk noted that the Village Hall had thanked the Council for its contribution, especially in a year where bookings were limited
	4. NALC. S137 limit for 21/22 and bus shelter solar lighting. Noted. The Council agreed that lighting within the bus shelters were not necessary. The Council noted that the S137 limit for the year ahead was £8.41 per elector
	5. BA/2020/0459. Tree works. The Manor, Staithe Road. Holly x 4 - reduce in height to 4.5m. Holly – reduce in height to 5m. Noted
	6. NNDC. Latchmoor park footpath to be cleansed as part of usual cleansing route. Noted
	7. BA. Tree works. Swallow Cottage, Horsefen Road. Ash – remove. Horse Chestnut – reduce crown by 1 – 2 metres. Ash x 3 – remove due to ash die-back and replace. Ash x 2/3 – remove due to ash die-back and replace. Noted
	8. BA. Tree works. The Mowle, Staithe Road. 2 x Leylandii – remove. Fir – remove. Noted
	9. NNDC. Postal voting for County Council elections. The Council agreed that this item should be on the list of items for the Parish News
	10. NNDC. Notice of casual vacancy. Noted. The Chairman noted that interviews for co-option would take place at the April meeting as it would need to be advertised in the March Parish News
3. **Reports:**
	1. Cllr Broxton. SNAP report. Cllr Broxton had kindly attended the SNAP meeting in the place of Cllr Usher who had resigned the previous month. The Chairman thanked Cllr Broxton for attended and informed the Council that she had offered to undertake the SNAP work on a permanent basis. The Council thanked Cllr Broxton very much for her offer, and accepted with thanks. Cllr Broxton informed the Council that the police priorities for the area for the month was road traffic considerations at the Potter Heigham junction. Cllr Broxton would be attending another SNAP meeting on 7th April 2021
	2. Cllr Broxton. Playground report. Cllr Broxton had undertaken the playground inspection and reported no additional issues. The Chairman thanked her for undertaking this work
	3. Clerk. Update on benches. The Council **AGREED** that Cllr Monk should undertake the fitting of these two benches for £375 for the Horsefen Road bench, and £175 for the Stocks Hill bench. **The Clerk** would purchase the benches and request refunds from the donors as required
	4. Clerk. Playground charity update. The Chairman noted his grateful thanks, and that of the Council, to Clare Routledge, who had undertaken some considerable work researching the history and detail of the playground. The Chairman invited Ms Routledge to address the Council. She explained that the Council needed to register the playground as the property of the Parish Council with the Land Registry, which would attract a fee of around £40. The Council **AGREED** this. Ms Routledge kindly agreed to pursue the matter with the land registry and to have a certified copy of the conveyance stamped by her office
4. **Adjourn meeting.**

**The Chairman had adjourned the meeting at 2001 hrs for the public session**

During the public session the Council and parishioners held a lengthy discussion concerning pre-planning correspondence which parishioners had received concerning the land at Manor Bungalow. The Chairman noted that this potential application was a source of concern within the general village in terms of the danger it represented for potential to change the general fabric and nature of the village centre

**The Chairman** **reconvened the meeting at 2022 hrs**

1. **Agenda items:**
	1. To consider in principle moving to online banking / moving bank accounts to Unity Bank. The Clerk explained that she was undertaking this process with another Council and that it had gone smoothly. The Council agreed that this would be a future route to research. **The Clerk** would revert with detail at a future meeting
	2. To consider paying a subscription as required by the Information Commissioner’s Office. **AGREED**
	3. To consider a pensions policy as circulated via email by the Clerk. **AGREED**
2. **Planning Applications:**
	1. **To consider and agree responses to planning application as follows:**
		1. PF/21/0067. 12, Catfield Road. Two storey and single storey side extensions. **Supported**
		2. BA/2020/0466/CON. Brooks Barn, Yarmouth Road. Demolition of corrugated shed. **Supported**
		3. PF/20/2418. Barn at Ludham Hall, Hall Road. Conversion of barn to dwelling and erection of detached garage. This application had been **Supported** during the month due to timescales
	2. **To receive decisions on planning applications as follows:**
		1. BA/2020/00434/CPLUD. Brooks Barn, Yarmouth Road. Rear single storey extension 4 x 4 .2m. proposed space to be habitable.
		2. BA/2020/0396/HOUSEH. Limes, Horsefen Road. Construction of timber deck with amended metal and wire balustrade. Approved subject to conditions
		3. BA/2020/0438. Tanglewood, Staithe Road. Erection of an outbuilding. Approved subject to conditions
3. **Outstanding Highways matters for updates:**
	1. ENQ900152048. White Lines, School Road. Update from County Councillor
	2. ENQ900175850. Dead tree on School Road. The County Councillor and Clerk would check on this urgent work
4. **Finance**
	1. The Chairman noted that he had seen and confirmed the bank reconciliations for the month
	2. The following receipts were noted: None
	3. **The following payments were authorised:**

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| --- | --- | --- | --- | --- | --- |
| **Date** | **Format** | **Payee** | **Detail** | **Amount £** | **Inc VAT £** |
| 2.2.21 | DD | Peakes | Grass cutting | 509.00 |  |
| 2.2.21 | 1324 | Clerk | Salary and expenses  | 455.31 |  |
| 2.2.21 | DD | LGPS  | Pension (partly paid by Clerk) | 105.76 |  |
| 2.2.21 | 1325 | HMRC | Tax (paid by Clerk | 2.20 |  |
| 1.12.20 | SO | R Gabriel | Standing order for path  | 5.00 |  |
| 2.2.21 | 1326 | ICO | Registration | 40.00 |  |

1. **At the Chairman’s discretion:**
	1. Cllr Wall noted some highways issues, which the Clerk would report.
	2. Cllr Gabriel noted the severe flooding on the road to St Benet’s Abbey. The Chairman suggested that this be reviewed after the heavy rains.
	3. Cllr Pinning noted that there is issues regarding the debris surrounding Brooks Barn.
	4. Cllr Wright noted that the footpath sign on Hall Road towards Lovers Lane is easy to overlook. The Clerk would review and report to NCC Highways
	5. Cllr Lumbard noted issues with litter in the village and urged Councillors and parishioners to contact him if they would like to help with litter picking
2. **Items for the Parish News**
	1. Planning
	2. Census
	3. Dog poo bin scheme
	4. Casual Vacancy
	5. Postal Voting
3. **Next meeting**

**To confirm that the next meeting of the Parish Council will take place on Tuesday 2nd March 2020 on Zoom**

The meeting closed at 2111 hrs