LUDHAM PARISH COUNCIL

Minutes of a meeting of Ludham Parish Council held on Tuesday 2nd March 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 B Tubby

Cllr M Monk

Clerk and RFO: J Beardshaw

1. **Welcome to the public**: The Chairman welcomed the District Cllr, County Cllr and 3 members of the public.
2. **Apologies for absence:**  Cllr Grist had sent her apologies, which were accepted.

**Declarations of interest**: None

1. **To consider and approve** the minutes of the Parish Council Meeting held on Tuesday 2nd February 2021, and matters arising from those minutes: **Approved**
2. **Correspondence:**
   1. Looking After Ludham. Update. The Chairman noted that the Looking After Ludham team had sent a card to thank those who had helped in the LAL work. A leader from the LAL team had attended the meeting and all Cllrs joined to thank unanimously Mrs Watts very much for her dedication to LAL and the village as a whole
   2. NCC. Wroxham Bridge closed (evenings only) 9th March to 13th March. Noted
   3. BA. Conservation area appraisal. Adopted by NNDC December 2020. Noted
3. **Reports:** 
   1. Cllr Broxton. SNAP report (no meeting until April). Cllr Broxton asked that Cllrs contact her if they would like her to focus on a priority when at the next SNAP meeting
   2. Cllr Broxton. Playground report. Cllr Broxton noted that there were molehills in the playground but otherwise that the playground checks had been undertaken
   3. Clerk. Update on benches. Cllr Monk noted that the benches had turned up and that they were extremely heavy and good quality. He noted that he hoped to fit them within two weeks.
   4. Clerk. Playground charity update. The Chairman explained the update in the registration of ownership for the playground and explained that Ms Routledge was working hard on the registration and had kindly also involved some colleagues. The Council thanked Ms Routledge for all of her work on behalf of the village
4. **Adjourn meeting.**

**The Chairman had adjourned the meeting at 1951 hrs for the public session**

During the public session the County Councillor noted that he would fund (from his personal highways budget) all future £10 (approx.) DBS checks for the Ludham Village Car Scheme.

Cty Cllr Price also noted that he would have a final attempt to encourage NCC Highways to agree to put white lines on School Road. He noted, though, that if this was not agreed, the PC could put a bid in for a parish partnership grant and he would then fund the PC 50% of the work from his personal highways budget. The Council thanked him very much for his generous offers

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

1. **Agenda items:** 
   1. To receive suggestions from Cllr Grist regarding rewilding. This item was postponed as Cllr Grist had been unable to attend the meeting
   2. To consider moving to Unity Bank and to therefore enabling online banking with dual signatories. **AGREED. The Clerk** would start the process of moving banks
   3. To agree interview protocol for April meeting to fill casual vacancy. **AGREED**. Councillors had read the Casual Vacancy policy and confirmed that they were happy with the procedures which were to take place at the April meeting
   4. To consider undertaking the Quality Council status work with a view to the Council becoming accredited as a Quality Council <https://www.nalc.gov.uk/our-work/improvement-and-development/local-council-award-scheme>. The Council **AGREED** that this was not necessary at this time, especially when considering the financial outlay of £100
   5. To confirm the addition of Cllrs Broxton and Wall to the Charity Commission Trustees for the Children’s Playground, in addition to Cllrs Monk and Willoughby, Dr Moffat and the Parish Council. **AGREED.** It was agreed that the Clerk would contact Dr Moffat to discuss his position as a trustee (as he is not a Councillor)
2. **Planning Applications:** 
   1. **To consider and agree responses to planning application as follows:**
      1. RV/21/0167. The Old Vicarage, Norwich Road. Variation of condition 2 (approved plans and specification) of planning permission ref: PF/16/1364 to allow for use of alternative external materials. The Council agreed to **support** this application
      2. PU/21/0491. High House Farm. Change of use of agricultural building to 1 dwellinghouse (Class C3) and building operations reasonably necessary for the conversion. The Council discussed this application at length and agreed to **support** the application, following a vote.
      3. PF/21/0497. Greenbanks, Malthouse Lane. Detached double garage to front of dwelling. The Council agreed that, as the application had only been received the very day of the meeting, it did not make sense for the council to agree a response at the meeting, as Parishioners would not have had a chance to comment. It was agreed that the council would review the application over email
   2. **To receive decisions on planning applications as follows:**
      1. BA/2020/0452/HOUSEH. Ludham Manor, Staithe Road. Sunroom extension and alterations to North Elevation. Approved
3. **Outstanding Highways matters for updates:**
   1. ENQ900152048. White Lines, School Road. Update from County Councillor. See item 7 above
   2. ENQ900175850. Dead tree on School Road. NCC response: action to be taken within 6 weeks. The County Councillor would review this with the Highways Team. No update
   3. ENQ900176962. Missing repeater sign on School Road. NCC response: action to be taken within 6 weeks (of 9.2.21). The County Councillor would review this with the Highways Team. No update
   4. ENQ900176963. Give way sign lying on the side of Norwich Road. NCC response: action to be taken within 6 weeks (of 9.2.21). The County Councillor would review this with the Highways Team. No update
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:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Date** | **Format** | **Payee** | **Detail** | **Amount £** | **Inc VAT £** |
| 2.3.21 | DD | Peakes | Grass cutting | 509.00 |  |
| 2.3.21 | 1328 | Clerk | Salary and expenses | 452.89 |  |
| 2.3.21 | 1329 | LGPS | Pension (partly paid by Clerk) | 105.76 |  |
| 2.3.21 | 1330 | HMRC | Tax (paid by Clerk | 17.00 |  |
| 2.3.21 | 1331 | Glasdon UK Limited | Benches (to be reimbursed) | 1802.26 | 300.36 |

1. **At the Chairman’s discretion:** 
   1. Cllr Lumbard had met with Kate Haselton-Glee of NNDC to discuss fly tipping, general waste and car-related fly tipping as a result of damaged cars on Ludham Bridge. He had been assured by Ms Hasleton-Glee that NNDC would deal with all such matters swiftly.
   2. Cllr Willoughby noted that fencing may be put in by Norfolk Children’s Services on the outside of the playground (the School side). Cty Cllr Price would review whether chestnut paling could be used to improve the general aesthetics.
   3. Cllr Pinning noted that there was a broken sign at Womack Staithe, which the Trust were dealing with.
2. **Items for the Parish News**
   1. Planning
   2. Dog poo bin scheme
   3. Pennywort
   4. Rubbish
3. **Next meeting**

**To confirm that the next meeting of the Parish Council will take place on Tuesday 6th April 2020 on Zoom**

The meeting closed at 2110 hrs