LUDHAM PARISH COUNCIL

Minutes of a meeting of Ludham Parish Council held on Tuesday 3rd August 2021 in the Church Rooms, Ludham

at 7.30pm

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

Cllr P Wall

Cllr T Gabriel

Cllr C Willoughby

Cllr J Wright

Cllr C Routledge

Cllr M Monk

Cllr Kim Gilden

 Clerk and RFO: J Beardshaw

1. **Welcome to the public**: The Chairman welcomed the District Cllr, County Cllr and 3 members of the public. The Chairman welcomed those Councillors who had joined the council during Covid, who had not attended an in person meeting.
2. **Apologies for absence:**  Cllrs Lumbard, Grist, Tubby and Broxton 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 4th May 2021, and matters arising from those minutes. The minutes were **Approved**
2. **Correspondence:**
	1. Parishioner. Complaint regarding Norwich Road footpath. The Council had received a complaint regarding the footpath and was informed that there was a possible wasps nest in the hedge. It had been requested that the hedge be cut down on the inside. It was **AGREED** that the Parish Council would ask the Peakes to cut the hedge back hard, and to weedkill at the ground level. The Chairman also noted that the Yarmouth Road Footpath is also in need of work. **The Clerk** would speak with the Peakes
	2. NCC Highways. Fire hydrant manhole covers. Cllr Wall explained that the manhole covers had been covered up with tarmac. **Cty Cllr Price** would look into this, although the Highways Engineer had requested works to be undertaken.
	3. NALC. Queen’s Platinum Jubilee Beacons. It was agreed that the Council would publish an item asking for a team to be put together to celebrate the Queen’s Platinum Jubilee
	4. NNDC. Decision notice regarding works to trees. The Mowle, Staithe Road. 1 x Ash removed. Approved. Noted
3. **Reports:**
	1. Cllr Broxton. SNAP report. Cllr Broxton had informed the Clerk that there had been no SNAP meeting due to problems with TEAMS software.
	2. Cllr Broxton. Playground report. Cllr Broxton had kindly undertaken the survey and noted that there were no issues. The Council thanked Cllr Monk very much for fixing the playground roundabout
	3. Cllr Gilden. Village communication / survey. Cllr Gilden had kindly put together a paper explaining how the Council could tackle engagement with parishioners. Councillors were unanimously in agreement that engagement was important and that this could perhaps be undertaken online using predominantly the Ludham Community Facebook page. The Chairman thanked Cllr Gilden very much for her work and enthusiasm. **The Clerk** and **Cllr Gilden** would work together to consider questions to bring to the next PC meeting
4. **Adjourn meeting.**

**The Chairman had adjourned the meeting at 2000 hrs for the public session**

District Cllr Varley and County Cllr Price had attended the meeting and updated the Council on District And County Council activities

**The Chairman** **reconvened the meeting at 2015 hrs**

1. **Agenda items:**
	1. To consider keeping the Barclaysafe wallet in a fire-proof safe with annual confirmation, rather than in the Barclaysafe as the Council no longer holds a Barclays account. It was **AGREED** that these papers would be brought to the following meeting
	2. To consider if Ludham Parish Council should hold a Fireworks Display on NYE 2021. Cllrs Wright, Routledge and Gabriel kindly offered to assist with the fireworks display. **The Clerk** would speak with Cllr Grist to check that she was prepared to manage the fireworks on the night itself, before ordering the fireworks
	3. To confirm the fixed asset register. **AGREED**
	4. To confirm Standing Order. **AGREED**
	5. To confirm Financial Regulations. **AGREED**
	6. To consider making a formal complaint to the police regarding harassment from villagers living on Fritton Lane. **AGREED**. The Clerk would draft a letter in consultation with **the Chairman**
	7. To consider a request to have the inside of a hedge within the allotments cut back. The Council **AGREED** that this could be added to the list, **The Clerk** would contact Mr Debbage to ask him to add this hedge to his list of hedges to be cut back
	8. To consider supporting an application by the BA to make the How Hill Site a ‘dark skies discovery site’. The Council **AGREED** to check with How Hill itself, before sending agreement to the BA. **The Clerk** would speak with the How Hill Trust and the BA.
2. **Planning Applications:**
	1. **To consider and agree responses to planning application as follows:**
		1. PF/21/1828. Green Corner, Horsefen Road. Single Storey side extension with first floor roof terrace to part. The Parish Council supported this application
		2. BA/2021/0211/FUL Broadgate, Horsefen Road, Ludham, Norfolk Erect a single storey extension (internal area 30sqm) to existing house. Permission for change of use of proposed extension to an artisan bakery with retail sales. Parish Council response: Objection
	2. **To receive decisions on planning applications as follows:**

None

1. **Outstanding Highways matters for updates:**
	1. ENQ900152048. White Lines, School Road. Awaiting a Parish Partnership bid on the basis that Cty Cllr Price has agreed to fund the Parish Council portion
	2. ENQ900182583. Missing repeater sign on School Lane. Give Way sign lying on side of the road. NCC response: prioritised for repair
	3. ENQ900182587. Various dangerous trees on Hall Common Road. **Cllr Monk** agreed to speak with the landowner concerning these trees
	4. ENQ900184988. Obscured and hard to see fingerpost on Hall Common Road
	5. ENQ900188814. Verges Ludham Bridge to Caravan Park. 24.7.21 response: investigation underway
	6. ENQ000188815. MPH sign not visible. 24.7.21 response: investigation underway
2. **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 £** |
| August 2021 | DD | Peakes | Grass cutting | 509.00 |  |
|  | 1347 | Clerk | Salary and expenses  | 449.82 |  |
|  | 1348 | NPF  | Pension (partly paid by Clerk) | 107.97 |  |
|  | 1349 | M Monk | Fitting 2 x benches | 762.00 | 127.00 |
|  | 1350 | Community Heartbeat Trust | Battery | 282.00 | 47.00 |
|  | 1351 | Broadland Computers (2/3rds to be refunded by other PCs) | Computer repair | 124.00 | 20.67 |
|  | 1352 | NNDC | Dog bin empties for the f/y April 21 to March 22 | 421.80 |  |
|  | 1353 | David Gray Solicitors | Registration of freehold | 32.00 |  |
| 10.8.21 | DD | URM | Bottle bank | 14.40 | 2.40 |
| 10.6.21 | DD | URM | Bottle bank | 61.56 | 10.26 |
|  | 1354 | NALC | Being an effective Councillor course | 72.00 | 12.00 |

1. **At the Chairman’s discretion:**
2. **Items for the Parish News**
	1. Queen’s Platinum Jubilee
	2. Planning
3. **Next meeting**

**To confirm that the next meeting of the Parish Council will take place in the Church Rooms at 7.30pm on Tuesday 7th September 2021**

The meeting closed at 2100 hrs