LUDHAM PARISH COUNCIL

Minutes of a meeting of Ludham Parish Council held on Tuesday 5th October 2021 in the Church Rooms, Ludham

at 7.30pm

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

Cllr B Tubby

Cllr P Wall

Cllr T Gabriel

Cllr J Wright

Cllr C Routledge

Cllr K Gilden

Cllr L Grist

Clerk and RFO: J Beardshaw

It was noted that the meeting would be recorded by a member of the public

1. **Welcome to the public**: The Chairman welcomed the District Cllr, County Cllr and 3 members of the public.
2. **Apologies for absence:**  Cllrs Monk, Willoughby and Lumbard 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 7th September 2021, and matters arising from those minutes. The minutes were **Approved**
2. **Correspondence:**
   1. Keith Debbage hedge cutting. Update. Councillors confirmed that this hedge cutting had not yet been undertaken
   2. Cllr Routledge. Yarmouth Road footpath ownership / lease. Cllr Routledge explained that this footpath was owned by some non parishioners. The Chairman confirmed that the rent was paid annually (£5) and had been paid during the year. Cllr Routledge confirmed that the agreement would become out of date in 2027 and that the PC would need to meet the legal fees of drawing up a new contract.
   3. Cllr Routledge. Norwich Road footpath / lease. **The Chairman**  would see if the PC could perhaps purchase the Norwich Road footpath
   4. Cllr Routledge. Insurance points regarding Womack Staithe and the Village Hall. The Chairman confirmed that both Womack and the Village Hall held their own insurance. The relevant old documentation would be given to the Archive group for it to keep for the reasons of interest
   5. NALC. Commemorative plaques. The Clerk explained that the plaques were a gift from the Lord Lieutenant and would be given to all villages in Norfolk that had applied for them. A Deputy Lieutenant would bring them to a village event. It was agreed that the **Clerk** would contact the churches to explain the details and ask where the plaque could be placed
3. **Reports:** 
   1. Playground report. A parishioner had kindly undertaken this check and had confirmed that she was happy with the playground safety for the month
   2. Cllr Grist. Wilding Ludham update. No update was required
   3. Cllr Gabriel. Defibrillator update. No update was required
4. **Adjourn meeting.**

**The Chairman had adjourned the meeting at 1945 hrs for the public session**

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

**The Chairman** **reconvened the meeting at 1958 hrs**

1. **Agenda items:** 
   1. To review the Parish Council grass cutting contract. Following circulation by the Clerk of the figures and details of the grass cutting contract, the Parish Council **AGREED** to renew the grass cutting contract with the Peakes for a further year, and to put the work out to tender the following year. The **Clerk** would speak with the Peakes
   2. To consider a potential village survey as per a recommendation from Cllr Gilden. Following discussion, it was **AGREED** that the village survey would take place via the Parish News and also on a ‘survey monkey’ style website. The Council thanked Cllr Gilden very much for all the work that she had put in to writing the village survey.
   3. To consider further items for discussion regarding village engagement. None required
2. **Planning Applications:** 
   1. **To consider and agree responses to planning application as follows:**
      1. PF/21/2194. Pumping Station, Horsefen Road. Conversion of barn to dwelling with associated external alterations; erection of two-storey detached dwelling. The Parish Council **objected to** this application on the basis of overdevelopment
      2. BA/2021/0145/FUL. Proposed demolition of the existing Ludham Bridge Stores and Wayfarers Café for the erection of a replacement building and extension to accommodate a new café and store, alongside 3 proposed holiday lets to the rear. The Parish Council voted to **object to** this application on the basis of highways concerns
   2. **To receive decisions on planning applications as follows:**
      1. BA/2021/0258/COND. The Manor, Staithe Road. Removal of approved sunroom, variation of condition 2 of permission BA/2020/0452/HOUSEH. Approved with conditions
      2. BA/2021/0299/LBC. How Hill. Reworking the existing toilet block area to provide facilities for the disabled. Approved with conditions
3. **Outstanding Highways matters for updates:**
   1. ENQ900152048. White Lines, School Road. NCC Highways have confirmed that these changes would be unlikely to stand up to scrutiny and would cost £4,500 approximately. Council to discuss
   2. ENQ900182586 (reported 14/4). Tanglewood repeater sign needs replacing. NCC response: scheduled for repair. **Clerk** to follow up
   3. ENQ900182587. Various dangerous trees on Hall Common Road. **Cllr Monk to speak with the owner of the trees**
   4. ENQ900184988. Obscured and hard to see fingerpost on Hall Common Road. **Clerk** emailed Sarah Price again to ask for details
   5. ENQ900188814. Verges Ludham Bridge to Caravan Park. 24.7.21 response: investigation underway. **Cllr Lumbard to speak to owner**
   6. Community Safety Programme (Norfolk County Council). Rural route update and consideration. A parishioner asked that this item be added to the agenda for consideration when the Community Safety Fund is launched (NCC)
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 £** |
| October 2021 | DD | Peakes | Grass cutting | 509.00 |  |
|  | 1358 | Clerk | Salary and expenses | 403.86 |  |
|  | 1359 | NPF | Pension (partly paid by Clerk) | 107.97 |  |
|  | 1360 | HMRC | Tax (paid by Clerk) for September and October | 36.80 |  |

1. **At the Chairman’s discretion:** 
   1. Cllr Wall noted that there was a problem with dog mess on Turf Fen Lane.
   2. The **Clerk** would ask Cty Cllr Price if he could arrange for dogs / children signs for School Road
   3. **The Clerk** would speak with NNDC to determine if works are required to trees on Bakers Arms Green. The Clerk was still awaiting information from the tree inspector
   4. Cllr Grist thanked all those involved in the Illuminated Boat Parade
   5. It was **AGREED** that Cllr Routledge would research the regularisation of paperwork for the Staithe, the Village Hall and the Playing Field. She kindly offered to work with her law firm to lodge the ownership with the Land Registry
   6. It was noted that the telephone box in the village needs painting. **The Clerk** would speak with BT
   7. **Cllr Gabriel** kindly offered to speak with a member of the public regarding the re-painting of the village sign. The Council **AGREED** that costs could be passed on to the Council as necessary
2. **Items for the Parish News**
   1. Dog poo and stickers
   2. School children on School Road
   3. Commemorative Plaque
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 2nd November 2021**

The meeting closed at 2045 hrs