LUDHAM PARISH COUNCIL

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

Cllr M Monk

Cllr A Lumbard

 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 and 3 members of the public.
2. **Apologies for absence:**  Cllr Grist had sent her apologies, which were accepted.

**Declarations of interest**: Cllr Gabriel asked if Trustees of Womack Staithe would need to declare an interest on the planning application on the agenda for Womack Staithe. The Chairman noted that as the Womack Trustees have no financial interest in the Trust, they would not need to declare an interest

1. **To consider and approve** the minutes of the Parish Council Meeting held on Tuesday 5th October 2021, and matters arising from those minutes. The minutes were **Approved**
2. **Correspondence:**
	1. Keith Debbage hedge cutting. Update. It was noted that the hedge cutting had not yet taken place
	2. PCC. Commemorative plaques. The Plaque was given to Cllr Routledge who would pass it on to the leaders of the Covid-response in Ludham. It was **AGREED** that the Churches Together in Ludham group would decide how best to deal with the plaque, and that the Parish Council would pay for half of a tea party event to celebrate
	3. Local business. Offer of help with commemorative coins. The Council discussed options (coins / mugs). Cllr Willoughby had kindly researched coins and mugs and would revert with further information. The **Clerk** would revert to the potential benefactor with information and request for a budget
	4. Sarah Price, footpaths officer. Fingerpost response. The Clerk explained that Sarah Price had reverted to note that NCC would try to keep the footpath sign clearer and more visible. Noted
	5. Norfolk Police. Abandoned car at Stocks Hill. This car had been removed. The Council was grateful to the Police for following up on the complaints.
	6. Clerk. Telephone box renovation. Cllr Monk had kindly offered to take receipt of the paint. The Council would need to pay for the painting, but not the paint.
	7. NNDC. Trees on Bakers Arms Green. The Clerk noted that NNDC had reported that the sycamores were damaging the hedge and needed to be removed, and the lime trees needed to be thinned and the crown raised. **The Clerk** had contacted a tree surgeon for a quotation. Cllr Gabriel also offered to liaise with another tree surgeon for another quote. The Chairman noted that NCC Highways would ideally pay for the works as the is the County Council which owns Bakers Arms Green. **The Clerk** would ask NCC Highways to fund the works
	8. BA/2021/0420/TCAA Norfolk Wherry Trust, Forsythe Wherry Yard, Horsefen Road. T1 (T1): Oak - reduce extended limb by approx. 2.5m and remove small, low roadside branch. T2 (O1): Alder (dead) - fell. T3 (O2): Willow - reduce to spray marked lines. T4 (T8): Birch - remove limb, height reduction of approx. 2.5m, crown re-shape. T5 (T9): Birch - fell. T6 (T10): Birch - remove limb. Noted
	9. Clerk. Update on bin on Bakers’ Arms Green. The Clerk had asked a local handyman to take a look but had not received a response. **Cllr Monk** kindly offered to undertake the work
	10. NCC Highway. Dropped kerb works to be funded by NCC Highways. Noted
3. **Reports:**
	1. Playground report. The Clerk noted that this inspection had been undertaken and there were not issues to report
	2. Cllr Gilden – village survey. Cllr Gilden reported that the village survey had received 140 responses so far, which was extremely good. She would report further at the December meeting
	3. Cllr Routledge – conveyancing work. Cllr Routledge had kindly offered to undertake conveyancing work for two sites and had also added the How Hill Staithe. The Council thanked her for her work on the conveyancing. The Chairman noted that the Council was glad to be tidying up the loose ends
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 sent a report, which the Clerk had circulated

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

1. **Agenda items:**
	1. To consider dates for the 2022 Parish Council meetings. **AGREED**
	2. To consider giving a donation to North Norfolk Community Transport. The Clerk would postpone this item to the December agenda for budgeting and for further information gathering
	3. To consider if the playground insurance is appropriate. The Council **AGREED** to consider increasing the insurance on the playground from £36.4K to £50K. **The Clerk** would look into the increase in premiums
2. **Planning Applications:**
	1. **To consider and agree responses to planning application as follows:**
		1. PF/21/2689. Timberjack, Horsefen Road. Conversion of attached garage to bedroom / ensuite. Response required by 5/11. This item was considered after item 4 above on the basis that the applicant had explained mitigating circumstances as to why she could only attend the meeting for a few minutes. The Council **Supported** the application
		2. BA/2021/0393/HOUSEH. Riverview, Johnson Street. Install wind turbine on garage roof. **Supported** prior to meeting due to timescales
		3. BA/2021/0408. Womack Staithe, Horsefen Road. Replace timber piling with steel piling. Following discussion as to the materials used, the Council agreed to **Support** this application
		4. PF/21/2781. Birch Tree House, Fritton Lane. Conversion of existing double garage to form residential annexe. **Supported**
	2. **To receive decisions on planning applications as follows:**
		1. None
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. The Council **AGREED** not to take this work any further
	2. ENQ900182586 (reported 14/4). Tanglewood repeater sign needs replacing. NCC thought they had completed the works. The issue has been raised again. Noted
	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. See item 5e
	5. ENQ900188814. Verges Ludham Bridge to Caravan Park. 24.7.21 response: investigation underway. **Cllr Lumbard to speak to owner.** Cllr Lumbard reported that the chickens were no longer an issue. **Cllr Tubby** noted that he would have the hedge cut over the coming months and would inform the **Clerk** at the time so that she could chase NCC Highways to have the verge cut back
	6. Community Safety Programme (Norfolk County Council). Rural route update and consideration:
		1. Quiet lanes
4. **Finance**
	1. The Chairman noted that he had seen and confirmed the bank reconciliations for the month.
	2. The following receipts were noted:
		1. Womack Staithe Trust. Donation to assist with grass cutting. £2250
		2. Happisburgh Parish Council. Contribution to computer work. £34.45
		3. Horning Parish Council. Contribution to computer work. £34.45
	3. **The following payments were authorised:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Date** | **Format** | **Payee** | **Detail** | **Amount £** | **Inc VAT £** |
| October 2021 | DD | Peakes | Grass cutting | 509.00 |  |
|  | 1362 | Clerk | Salary and expenses  | 407.86 |  |
|  | 1363 | NPF  | Pension (partly paid by Clerk) | 107.97 |  |
|  | 1364 | HMRC | Tax (paid by Clerk) for September and October | 14.20 |  |
|  | 1365 | Royal British Legion | Wreath for Remembrance Sunday | 50.00 |  |
|  | 1366 | Century Printing | Printing of survey | 78.00 |  |
| 17/09/2021 | DD | URM | Glass recycling | 34.20 | 5.70 |
|  | 1367 | Broadland Computers | Re-write of cancelled cheque | 124.00 |  |

1. **At the Chairman’s discretion:**
2. **Items for the Parish News**
	1. NNCT (following further correspondence with the organisation)
	2. Celebrations in village June 2022
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 December 2021**

The meeting closed at 2115 hrs