LUDHAM PARISH COUNCIL

Minutes of a meeting of Ludham Parish Council held on Tuesday 7th June 2022 in the Church Rooms, Ludham

at 7.30pm

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

Cllr C Willoughby

Cllr K Gilden

Cllr P Wall

Cllr T Gabriel

Cllr J Wright

Cllr C Routledge

Cllr L Grist

Cllr B Tubby

Cllr M Monk

Clerk and RFO: J Beardshaw

1. **Welcome to the public**: The Chairman welcomed 8 members of the public. It was noted that the meeting may be filmed / recorded

The Chairman opened the meeting by thanking all those Parish Councillors and parishioners who had worked so hard to make a wonderful success of the Jubilee weekend celebrations. In particular he thanked Cllr Willoughby who has worked for many years to organise village events, and Cllr Monk who built, at great financial and time expense, a wonderful beacon. The Council agreed wholeheartedly with the Chairman

1. **Apologies for absence:**  Cllr Lumbard had sent his apologies, which were accepted.

**Declarations of interest**: None

1. **To consider and approve** the minutes of the Parish Council Meeting held on Tuesday 3rd May 2022, and matters arising from those minutes. The minutes were **Approved**
2. **Correspondence:**
   1. Clerk. SAM2 insurance response from Came and Co. The Clerk noted receipt of information from Westcotec as follows: ‘As Westcotec are the owners of the SAM2 device, for the Council to be able to insure it, there will need to be a formal agreement in place passing on the responsibility of the device to the Council, otherwise the Council will not hold the ‘insurable interest’ in it as they will not lose out financially if anything happens to it.

Our policy will automatically provide Public Liability for all assets that the Council owns or are responsible for so this will automatically apply to the device IF the Council hold insurable interest in it. To add on loss and damage cover, this results in an annual additional premium of £17.50 including IPT’

* 1. Clerk. Response to issues with FP1 / home owners blocking path. The Clerk noted that Sarah Price at NCC had written to the home owners

1. **Reports:** 
   1. Playground report. Cllr Wall had kindly inspected the playground and noted that there was bird droppings on the equipment and some mud on the slide. He kindly offered to clean the equipment. The Council thanked him for his playground work
   2. Cllr Routledge – conveyancing work update. Cllr Routledge noted that the work continued on the conveyancing and that there was nothing to report
2. **Adjourn meeting.**

**The Chairman had adjourned the meeting at 1938 hrs for the public session**

Cllr Price updated the Council on County Council matters (at a separate public session at 2000 when Cllr Price arrived at the meeting. This was reconvened at 2004). District Councillor Varley updated the Council on District Council activity during the month. There was a general discussion about nutrient neutrality and the District Councillor noted that there were legal challenges underway.

**The Chairman** **reconvened the meeting at 1944**

1. **Agenda items:** 
   1. To consider renewing the Council’s [General Power of Competence](https://www.local.gov.uk/sites/default/files/documents/general-power-competence--0ac.pdf). **AGREED**
   2. To confirm receipt of the Council’s Internal Audit report. **CONFIRMED**
   3. To consider, approve and sign the Annual Governance Statement for the annual audit. **APPROVED**
   4. To consider, approve and sign the Council’s accounting statement for the financial year 20/21. **APPROVED**
   5. To consider, approve and sign the Exemption Certificate for exemption from a limited assurance review. **APPROVED**
2. **Planning Applications:** 
   1. **To consider and agree responses to planning application as follows:**
      1. PF/22/0988. Green Corner, Horsefen Road. Erection of outbuilding for use as domestic workshop. No objection (response sent prior to meeting due to timescales)
      2. BA/2022/0172. Holm-mere. Creation of an additional mooring. Supported
      3. PF/22/1112. Avalon, Norwich Road. Single storey front and rear extensions and roof extension. No objection (response sent prior to meeting due to timescales)
      4. BA/2022/0198/HOUSEH. Manor Bungalow. Extension. Supported
      5. PF/22/1365. 25 Whitegates. Erection of single storey side and rear extensions. Supported
   2. **To receive decisions on planning applications as follows:**
      1. BA/2022/0135/LBC. Crown Cottage, 2 Yarmouth Road. Replace front windows and door. Awaiting decision by the BA
      2. PF/2022/0609. The Old Vicarage, Norwich Road. Variation of condition 5 (visibility splay) of planning permission PF/16/1364 as varied by RV/21/0167 to refer to new drawing 273130 REV A instead of drawing PL01 as approved. The Parish Council objected to this application on the basis that the wall is part of the fabric of the village which has stood for generations. Pending consideration by NNDC
      3. PF/22/0897. High Mill Swimming Pool, High Mill Hill, Change of use of domestic swimming pool to allow for commercial use by the public on an advanced booking basis (retrospective). Pending consideration by NNDC
      4. PF/22/0278. Mill House, High Mill Hill. Change of use from residential to office use. Pending consideration by NNDC
      5. PF/22/0959. Fritton Farm, Fritton Road.  
         Conversion of outbuildings and external alterations to form a single storey 1-bedroom dwelling and a 2 bed holiday let. Pending consideration by NNDC
      6. PF/22/1055. 27 Latchmoor Park. 2-storey side extension. Pending consideration by NNDC
3. **Outstanding Highways matters for updates:**
   1. None
4. **Community Safety Programme** (Norfolk County Council) – list for 2023 works:
   1. Rural route update and consideration
      1. Quiet Lanes
5. **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:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **VAT Date** | **Format** | **Payee** | **Detail** | **Amount £** | **Inc VAT £** |
|  | DD | Peakes | Grass cutting | 509.00 |  |
|  | BACS | Clerk | Salary and expenses | 774.39 |  |
|  | BACS | NPF | Pension (partly paid by Clerk) | 218.66 |  |
|  | BACS | HMRC | Tax (paid by Clerk) | 17.22 |  |
| 14/05/2022 | BACS | Calder Design | Mugs | 336.00 | 56.00 |

* 1. **The following receipts were noted:**
     1. 869.41 bench donation. Bench on order.

1. **At the Chairman’s discretion:**
2. **Items for the Parish News**
   1. Planning
   2. Vacancy
   3. No meeting July
3. **To confirm that the next meeting of the Parish Council will take place on Tuesday 2nd August 2022 at 7.30pm in the Church Rooms. PLEASE NOTE THAT THERE IS NO MEETING IN JULY 2022**

The meeting closed at 2042 hrs