LUDHAM PARISH COUNCIL

Minutes of a meeting of Ludham Parish Council held on Tuesday 1st November 2022 in the Church Rooms, Ludham

at 7.30pm

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

 Cllr C Willoughby

Cllr P Wall

Cllr T Gabriel

Cllr J Wright

Cllr P Lane

Cllr Lumbard

Cllr K Gilden

Cllr L Grist

Cllr B Tubby

 Clerk and RFO: J Beardshaw

1. **Welcome to the public**: The Chairman welcomed 6 members of the public including the District and County Councillors. It was noted that the meeting may be filmed / recorded
2. **Apologies for absence:**  Cllrs Monk and Routledge 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 October 2022, and matters arising from those minutes. The minutes were **Approved**
2. **Correspondence:**
	1. NNDC. Precept request and tax base information. The Clerk explained that the taxbase for Ludham is 508.70 for the 2023/2024 financial year. She explained that the tax base for the existing year is 510.47 and the precept was £10,883, resulting in a charge of £21.31 per household. The Clerk also noted that NNDC had reminded Councillors that The Local Goernment Finance Act 1992 places restrictions on members voting if they are in arrears with their council tax. This applies to the setting of the council tax and also for the setting of precepts by precepting bodies, for example parish and town councils. The Clerk also noted that NNDC had requested that, with the current economic events as a result of Russia and the election of a new Prime Minister, it is important to remember that all taxpayers will be under extra financial stress with the increase costs of living. Councillors confirmed that they would remember that information when setting precept for 2023/2024
	2. Unity bank – confirmation of bank signatory for Cllr Wall. Noted with thanks to Cllr Wall
	3. Duncan Baker’s office. Meeting with Environment Agency arranged. Noted
	4. NNDC. Warm spaces. Councillors noted their thanks to Mr Grapes for his invaluable work on this subject
	5. NCC. Oak Trees near playground. The Clerk explained that she had received a quotation from Liam Harmer for works to the trees for £475. Following discussion the Council agreed that it should go ahead with these works whilst the trees are not in leaf.
	6. Various. Airfield Memorial. The Clerk noted that the PCC had reverted to say that they had confirmed with the Church powers and had confirmed that the memorial could not be placed in the churchyard. Mr Grapes had kindly offered to step in and try to find a suitable location for the memorial. The Council recorded its thanks to Mr Grapes
	7. Parishioner. Whitegates obstructions. The Clerk had informed the police. Noted
	8. BA/2022/0371/TCAA. Application for works to trees. Brooks Barn. Poplar – pollard. Noted
3. **Reports:**
	1. Playground report. Cllr Wall had kindly inspected the playground and noted that that the litter was much reduced as a result of the school litter pick. The Council thanked Cllr Monk very much for his excellent works at the playground. **The Clerk** would revert to Cllr Monk to enquire about costs. **The Clerk** would also speak to the Peakes regarding the removal of some graffiti on play equipment.
4. **Adjourn meeting.**

**The Chairman had adjourned the meeting at 1955 hrs for the public session**

The District Councillor updated Councillors on current priorities with the District Council. The Clerk read an emailed report from the County Councillor

**The Chairman** **reconvened the meeting at 2020**

1. **To discuss agenda items:**
	1. To consider responses to a short form privacy notice from Gallagher insurance. The **Clerk** would revert to the insurers regarding confirmation that ‘street furniture’ also includes the village sign and the sundial.
	2. To note NYE fireworks actions. The Clerk listed the items remaining to be done and what actions had been taken to date. Noted
	3. To consider issues and problems with bins in the village as per emails from NNDC. The Council had received an emailed noting that the bins at Stocks Hill, the bus stop and Ludham Bridge needed replacing. The Council asked **The Clerk** to check on the ownership of the bin at Ludham Bridge and also to ask how often the bins are emptied and to obtain costs as to replacement
	4. To consider making a contribution towards hedge cutting at the Hall Common allotments following a request by a parishioner. The Council, following lengthy discussion, agreed that **The Clerk** would contact the parishioner and asked that they contact the Council and ask that the Clerk request for works to be undertaken and to thank the parishioner for undertaking the works. The Clerk would offer the tenant an alternative allotment
2. **Planning Applications:**
	1. **To consider and agree responses to planning application as follows:**
		1. None
	2. **To receive decisions on planning applications as follows:**
		1. 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. Pending consideration (as of 26/09/2022)
		2. PF/22/0788. Mill House, High Mill Hill. Change of use from residential to office use. Pending consideration by NNDC (as of 26/09/2022)
		3. BA/2022/0244/HOUSEH. Nestledown Cottage, 2 Johnson Street. Replacement of x3 windows
3. **Outstanding Highways matters for updates:**
	1. FP14 roundels missing.ENQ900215429
	2. Footpath to village / Ludham Bridge signage. **Clerk** to follow up
	3. Road surface outside Kings Arms. ENQ900216465
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:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **VAT Date** | **Format** | **Payee** | **Detail** | **Amount £** | **Inc VAT £** |
|  | DD | Peakes | Grass cutting | 509.00 |  |
|  | BACS | Clerk | Salary and expenses  | 704.27 |  |
|  | BACS | NPF  | Pension (partly paid by Clerk) | 218.66 |  |
|  | BACS | HMRC | Tax (paid by Clerk)  | 91.42 |  |
| 31/08/2022 | DD | URM | Glass recycling | 127.30 | 21.22 |
|  | BACS | Royal British Legion | Donation for wreath | 50.00 |  |
|  | BACS | DL Ritchie Trust | Allotment rent | 240.00 |  |

1. **At the Chairman’s discretion:**
2. **Items for the Parish News**
	1. Fireworks (in aid of St Catherine’s Church – please bring change)
	2. Meeting with Duncan Baker MP regarding water quality
	3. Cyclists priority
	4. SAM2
3. **To confirm that the next meeting of the Parish Council will take place on Tuesday 6th December 2022 in the Church Rooms at 7.30pm.**

**The Chairman confirmed that he would arrange Christmas Drinks following the December Parish Council meeting and invited Councillors and members of the public to join together in celebrating the festive season.**

The meeting closed at 2115 hrs