LUDHAM PARISH COUNCIL

Minutes of a meeting of Ludham Parish Council held on Tuesday 6th December 2022 in the Church Rooms, Ludham

at 7.30pm

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

Cllr P Wall

Cllr J Wright

Cllr P Lane

Cllr L Grist

Cllr C Routledge

Clerk and RFO: J Beardshaw

1. **Welcome to the public**: The Chairman welcomed 15 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, Gabriel, Lumbard, Gilden, Willoughby and Tubby 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 1st November 2022, and matters arising from those minutes. The minutes were **Approved**
2. **Correspondence:**
   1. NNDC. To receive further information from the District Councillor regarding the Community Infrastructure Levy. The District Councillor explained how the CIL worked within NNDC and informed the Council that he would revert at the following meeting with information regarding which Parish Councils had received the S106 monies
   2. Clerk. Update on trees at playground. The Clerk would check the willow tree and ask Mr Harmer to undertake the tree works as quoted, and also to cut some live branches down from over the slide
   3. Clerk. Update on broken bins in the village – ownership and responsibility. The Clerk would work on the replacement of the bins. The Chairman indicated that the Council might write to Womack to request support with the funding for the new bins
   4. Unity bank. Confirmation that Cllr Wall has been set up as a ‘View and Authorise’ user. Noted
   5. Cllr Gabriel. Defibrillator information. Cllr Gabriel had not been able to attend the meeting, but the Clerk had received information that the defibrillator had been used and sent back via the ambulance service and that it had been re-commissioned
   6. NCC. Approval of application for road closure. Noted
   7. ONS. Veteran’s Survey. Search for Veterans. **The Clerk** would contact Mr Grapes to alert him to this.
3. **Reports:** 
   1. Playground report. Cllr Wall had kindly inspected the playground, and requested that the Clerk speak to Mr Harmer (see 5b above) to speak about the large oak tree. The Council thanked Cllr Wall very much for his ongoing work within the playground undertaking inspections
4. **Adjourn meeting.**

**The Chairman had adjourned the meeting at 1950 hrs for the public session**

The District Councillor updated Councillors on current priorities with the District Council.

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

1. **To discuss agenda items:**
   1. To consider the budget for the upcoming financial year 2023/2024. The Council considered the budget for the financial year and approved the budget as read. This approval was proposed and seconded and unanimously agreed.
   2. To consider a precept recommendation for the financial year 2023/2024. The precept was proposed as recommended, seconded and unanimously **AGREED** as £13,975
   3. To consider / confirm a general reserves policy for the financial year 2023/2024. This policy was proposed, seconded and unanimously **AGREED.**
   4. To consider a social media policy. **The Clerk** took some amendments and would revert to a future meeting
   5. To consider employing a carpenter to work on the noticeboard on Bakers’ Arms Green. **Cllr Routledge** had identified a potential replacement idea for a noticeboard and would revert.
   6. To consider placing the air memorial on Baker’s Arms Green. **AGREED**
2. **Planning Applications:** 
   1. **To consider and agree responses to planning application as follows:**
      1. BA/2022/0456/HOUSEH. Rose House, Yarmouth Road. Replace roof window with dormer window. Supported
      2. BA/2022/0452/LBC. Boardman’s Mill, How Hill. Repair and restoration of mill. Supported
      3. BA/2022/0412/HOUSEH. Limes Farm Cottage. Proposed detached garage. This planning application would be considered over email as some Councillors had not been able to view the plans due to issues with the BA website. Following the meeting, Councillors agreed to object to the plans on the grounds of materials and overlooking. The Clerk had been given an extension of time for this response.
   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 29.11.22)
      2. PF/22/0788. Mill House, High Mill Hill. Change of use from residential to office use. Pending consideration by NNDC (as of 29.11.22)
      3. BA/2022/0328/HOUSEH. Manor Bungalow. Demolition of part of building and rebuild with extension. Approved
3. **Outstanding Highways matters for updates:**
   1. FP14 roundels missing.ENQ900215429
   2. Footpath to village / Ludham Bridge signage. **Cllr** Price was following up on the signage for the village. **The Clerk** would also speak again to Highways and the Footpaths Officer
   3. Road surface outside Kings Arms. ENQ900216465. 7/11/22 confirmation that NCC will investigate. 28/11/2022 – problem resolved
   4. Deep standing water on Fritton Road. ENQ900216441. This was confirmed as an ongoing issue

1. **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 | 736.51 |  |
|  | BACS | NPF | Pension (partly paid by Clerk) | 235.21 |  |
|  | BACS | HMRC | Tax (paid by Clerk) | 98.62 |  |
|  | DD | URM | Glass recycling | 62.42 | 10.40 |
|  | BACS | Community Heartbeat Trust | Electrodes x 3 sets (September+ 2 x November) | 145.20 | 24.20 |
|  | BACS | Gallagher insurance | Insurance | 985.85 |  |
|  | BACS | Ludham PCC | Use of Church Rooms 2022 | 100.00 |  |
|  | BACS | SLCC | Annual Subscription | 59.00 |  |
|  | BACS | Jubilee Fireworks | Fireworks | 776.65 | 129.27 |

1. **At the Chairman’s discretion:**

It was noted that the illuminated boat parade would take place again on September 16th 2023.

1. **Items for the Parish News**

Identification card for elections

NCC consultation

1. **To confirm that the next meeting of the Parish Council will take place on Tuesday 3rd January in the Church Rooms at 7.30pm.**

The meeting closed at 2117 hrs