**LUDHAM PARISH COUNCIL**

Minutes of a meeting of Ludham Parish Council held on Tuesday 4th April 2023 in the Church Rooms, Ludham

at 7.30pm

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

Cllr P Wall

Cllr J Wright

Cllr L Grist

Cllr T Gabriel

Cllr C Willoughby

Cllr K Gilden

Cllr C Routledge

 Clerk and RFO: J Beardshaw

1. **Welcome to the public**: The Chairman welcomed 9 members of the public. The County and District Councillors had both attended the meeting
2. **Apologies for absence:**  Cllr Lumbard, Lane, Monk and Tubby had sent their apologies, which were accepted.

**Declarations of interest**: None noted

1. **To consider and approve** the minutes of the Parish Council Meeting held on Tuesday 7th March 2023, and matters arising from those minutes. The minutes were **Approved.** The Council thanked Cllr Monk in his absence for removing the dog bin from Bakers Arms Green
2. **Correspondence:**
	1. NCC. Query regarding land ownership as per email circulated 25/3/23. The Clerk would ask Cllr Tubby and a local landowner for information
	2. National Lottery – grant request. The Clerk confirmed that the Council had been successful in it’s request for a grant of £500 towards a marquee for the King’s Coronation event
	3. BA/2023/0098/TCAA Crusoes , Staithe Road, Ludham, Norfolk. 6m Oak removal. Noted
3. **Reports:**
	1. Cllr Willoughby. Coronation weekend update. Cllr Willoughby noted that she would be organising a picnic on Cllr Monk’s field for the Coronation ‘Big Lunch’ day and that the event would take place from lunchtime to approximately 11pm. Parishioners would be invited to bring a picnic and there would be a bbq and a bar with music, tea, coffee, and free fun games. She noted that she would be grateful to parish councillors if they could assist with the setting up of the event. Cllr Willoughby would undertake the risk assessment. The **Clerk** would speak with the insurers to receive any events advice or notices. The Council congratulated Cllr Willoughby for her preparatory work on this event
	2. Playground report
		1. Notice / what three words. This had been ordered by **the Clerk**
		2. Soil under swings. Cllr Tubby had undertaken these works.
		3. Seat cleaning. To be considered by a working party in due course
	3. Councillors. First aider required for New Year’s Eve Fireworks display. Cllr Grist noted that she might be willing to consider undertaking a first aid course and being the first aider for the NYE fireworks display in 2023.
4. **Adjourn meeting.**

**The Chairman had adjourned the meeting at 2000 hrs for the public session**

It was noted that there were ongoing issues with lighting at the Flogas site. The **Clerk** would speak with Cllr Tubby and Cllr Varley would contact officers at NNDC

**The Chairman** **reconvened the meeting at 2012**

1. **To discuss agenda items:**
	1. To consider plans / thoughts for the Annual Parish Meeting taking place on 17th May 2023. Ideas were considered by the Council. Cllr Routledge noted that she felt that as the Council is the Custodian Trustee for the Village Hall and the Womack Trust representatives from those organisations should be invited to attend the Annual Parish Meeting to give reports. It was agreed that the **Clerk** would therefore invite all groups to attend but with priority for the custodian trustees. In addition, other village groups would be invited to send reports for the Parish Council website
2. **Planning Applications:**
	1. **To consider and agree responses to planning application as follows:**
		1. BA/2022/0357/FUL. Field 500 metres west of Limes Farm, Blind Road. A balanced cut and fill earth moving operation to create an irrigation reservoir for the storing of winter abstractions. Committee meeting planned / site visit. Noted
		2. BA/2022/0451/FUL Proposal : Repair & restoration of mill Boardman's Mill, How Hill, Ludham. Supported
		3. BA/2022/0452/LBC Proposal : Repair & restoration of mill Boardman's Mill, How Hill, Ludham. Supported
	2. **To receive decisions on planning applications as follows:**
		1. PF/22/0788. Mill House, High Mill Hill. Change of use from residential to office use. Pending consideration by NNDC (31.01.23). Agreed expiry date 17.02.23
		2. BA/2023/0042/NONMAT. Limes Farm Cottage. Amendments to garage door size and door and window positions, non-material amendment to permission. Granted
		3. PF/22/3016. 2 Whitegates, Ludham. Rear flat roof extension. Approved
		4. PF/22/2026 1 Broad Reaches, Ludham, Great Yarmouth, Norfolk, NR29 5PD, Proposal: Erection of domestic outbuilding (garden shed) Decision: Approve
		5. PF/22/2301 Land Off Long Lane, Catfield, Great Yarmouth, NR29 5AE Proposal: Change of use of land for the formation of 1 Gypsy/Traveller pitch comprising the siting of 1no. mobile home, and 1no. Portacabin for ancillary residential use. Decision. Refused
		6. PF/22/2798 Full Planning Permission - Pumping Station, Horsefen Road, Ludham, Proposal: Conversion of barn to two bedroom single-storey dwelling (Use Class C3) Decision: Refuse
3. **Outstanding Highways matters for updates:**
	1. Drains opposite the surgery required a ‘mud sucker’ to remove the water. The **Clerk** would raise a call on the NCC website

1. **Finance**
	1. The Chairman noted that he had seen and confirmed the bank reconciliations for the month.
	2. The following receipts were noted:
		1. £1500. Womack Staithe for noticeboards and signage
	3. **The following payments were authorised:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **VAT Date** | **Format** | **Payee** | **Detail** | **Amount £** | **Inc VAT £** |
|  | DD | Peakes | Grass cutting | 509.00 |  |
|  | Chq 02 | Clerk | Salary and expenses  | 725.58 |  |
|  | BACS | NPF  | Pension (partly paid by Clerk) | 235.21 |  |
|  | BACS | HMRC | Tax (paid by Clerk)  | 110.78 |  |
|  | Chq 05 | Village Hall  | Donation | 1,800.00 |  |
| 11.3.23 | Chq 03 | Debbage  | Hedge cutting | 372.00 | 72.00 |
| 14.02.23 | Chq 04 | L Harmer Tree and Garden Services | Tree works | 475.00 |  |

1. **At the Chairman’s discretion:**
	1. Cllr Willoughby noted that the school was running at a deficit and that it would be undertaking some fundraising in order to assist with the funding. She noted that costs had rapidly increased due to electricity and gas costs
	2. It was noted that the Village Sign had been replaced with grateful thanks to Cllr Routledge
	3. It was noted that the safe route signage had been put up on a temporary basis. The Council thanked Cllr Wright and Cllr Lane for their hard work on the safe route.
2. **Items for the Parish News**
	1. Planning
	2. Signage for safe route
	3. Annual Parish Meeting
3. **To confirm that the next meeting of the Parish Council will take place on Wednesday 17th May 2023 in the Church Rooms at 7.30pm. This meeting will be the Annual Meeting of the Parish Council. It will follow the Annual Parish Meeting, which will start at 7pm.**

The meeting closed at 2115 hrs