**LUDHAM PARISH COUNCIL**

Minutes of a meeting of Ludham Parish Council held on Tuesday 1st August 2023 in the Church Rooms, Ludham

at 7.30pm

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

Cllr P Wall

Cllr T Gabriel

Cllr C Willoughby

Cllr P Lane

Cllr T Lumbard

Cllr L Grist

Cllr C Routledge

Cllr M Monk

 Clerk and RFO: J Beardshaw

 Public: 10

 District Councillor Adam Varley

 Police Officer Matt Pritty

1. Welcome to the public and apologies for absence. Cllrs Wright and Tubby had sent their apologies, which were accepted.
2. Declarations of interest: Members are invited to declare personal or prejudicial interests in items on the agenda. It is a requirement of the Parish Council’s (Model Code of Conduct) Order 2001 S8 that declarations from a member include the nature of the interest and whether it is personal or prejudicial
3. To consider and approve the minutes of the Annual Parish Council Meeting held on Tuesday 6th June 2023 at 7.30pm. **AGREED**
4. **Correspondence:**
	1. Peakes – hedge at playground planned for September. Noted
	2. PKF Littlejohn. Confirmation of exempt status. The Clerk noted that it is likely that Council will need to receive an external audit in the following financial year.
	3. PCC. Parish Gift Day. Saturday 12th August. Permission given to use Bakers Arms Green. Noted
	4. Police. Problems with untaxed vehicles left in the village for long periods. The Clerk explained that the police are always helpful with such matters.
	5. Village speedwatch. SAM2 data received. **The Clerk** would send the SAM2 statistics to the SNAP team. The Chairman thanked the Speedwatch team very much indeed for their hard work and for their excellent SAM2 data translation, which was easily accessible for members.
	6. Parishioner. Twinning recommendation. The Chairman noted that he had been involved with a twinning project in the past and that it could be expensive and a large amount of work, but was very rewarding. Councillors in general were keen to hear more about twinning and the benefits involved. A member of the public kindly offered to work towards presenting a proposal to the Council at the following meeting. The Chairman thanked her for her kind offer of research.
	7. NCC. Western Link update. The Clerk noted that there was no movement on the Western Link as funding had not been forthcoming from Central Government
	8. WI. Wayside stall 2nd August. Permission given to use Bakers Arms Green. Noted
	9. NCC. Parish Partnership scheme. Open for bids until December 2023. Noted
	10. Parishioner. Complaints regarding lighting within the village. The Clerk noted that the parishioner was in discussion with the Ludham Garage, who were keen to resolve the issue
	11. Ludham Wives. Request for a Wayside Stall in August. The Ludham Wives were represented at the meeting and would revert with a future date, which Council confirmed would be acceptable as the only dates booked were 2/08 and 12/08
5. **Reports:**
	1. Playground report including discussion regarding metal edging around roundabout. Council discussed and agreed that the Playground Committee would want to meet up and discuss a longer term project to replace all the matting beneath the roundabout all together.
6. **Adjourn meeting.**

**The Chairman adjourned the meeting at 1934 following item 3 as Police Officer Matt Pritty had attended the meeting and the Chairman did not wish to hold him up.**

Officer Pritty informed Council that the police had received 26 calls during the month, of which 14 did not required attendance. He summarised the other calls as non eventful in general. He noted that the village as on the ‘Village Park, Walk and Talk group’ where police officers are generally seen in the community.

The Chairman thanked Officer Pritty very much for attending the meeting and for his work in the village

The Chairman had reconvened the meeting at 1952 for items 4 and 5.

**The Chairman had adjourned the meeting at 2015 hrs for the public session**

District Councillor Varley gave an update on activities at District Council.

Following a request from a parishioner, Cllr Monk agreed to speak to the grass cutting contractor, who he knew would be in the area over the coming days, concerning a very overgrown footpath from Fritton Lane towards the village, which had become impassable.

**The Chairman** **reconvened the meeting at 2045**

1. **To discuss agenda items:**
	1. To consider responses to the Catfield Road Feasibility study. Council confirmed that Option 1 was the only possible consideration. **The Clerk** would revert to NCC
	2. To consider if the Parish Council wishes to hold the fireworks display on New Year’s Eve in 2023. Council confirmed that it wished to undertake the display again. **The Clerk** would speak with the vicar and order the fireworks.
	3. To consider signing up to the armed forces covenant. The Council **AGREED** to sign up to the covenant and to put the item in the Parish News. The Clerk would also attempt to find an Armed Forces Ambassador for the village.
	4. To review the standing orders. Council reviewed the standing orders and amended the information as required. The Clerk would amend and re-circulate
2. **Planning Applications:**
	1. **To consider and agree responses to planning application as follows:**
		1. Appeal reference 3294205. Broadgate, Horsefen Road. Permission for change of use of the proposed extension to an artisan bakery with retail sales. Dismissed. Council was informed that enforcement action would take place within a month of the date of the appeal decision.
	2. **To receive decisions on planning applications as follows:**
3. **Outstanding Highways matters for updates:**
	1. Roundels on FP 14, 15 18
	2. FP 20 reinstated
	3. Footpath from Hunters Yard to Marsh Cottage

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 £** |
| August | DD | Peakes | Grass cutting | 509.00 |  |
| August | BACS | Clerk | Salary and expenses  | 726.47 |  |
| August | BACS | NPF  | Pension (partly paid by Clerk) | 231.22 |

|  |  |
| --- | --- |
| 728.91 |  |
| 231.23 |  |
| 110.48 |  |

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| August | BACS | HMRC | Tax (paid by Clerk)  | 112.23 |  |
| August | DD | URM | Glass recycling | 105.67 | 17.61 |

1. **At the Chairman’s discretion:**
2. **Items for the Parish News**
	1. Planning
	2. Armed Forces Covenant
3. **To confirm that the next meeting of the Parish Council will take place on Tuesday 5th September 2023 in the Church Rooms at 7.30pm.**

The meeting closed at 2115 hrs