

LUDHAM PARISH COUNCIL

You are cordially summoned to attend a **meeting of Ludham Parish Council** to be held on Tuesday 7th November 2023 in the Church Rooms at 7.30pm
Jo Beardshaw Clerk.

AGENDA

1. Welcome to the public. Apologies for absence
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 Full Council Meeting on Tuesday 3rd October at 7.30pm

4. **To note items of correspondence**
 - a. K Debbbage. Hedge cutting update
 - b. Allotment tenants. One vacancy
 - c. Clerk. Update on quotes for the Norwich Road footpath works
 - d. NNDC. Precept analysis information
 - e. Clerk. Fireworks display update for New Year's Eve including any additional funding from businesses.
 - f. D Bracey. Play inspection due 21/11
 - g. NNDC. Town and Parish Council engagement Forum. 8/11.
 - h. NCC. Norwich Western Link project update
 - i. BT. Phone box update
 - j. NCC Highways response to query regarding white highways marking at Horsefen Road

5. **To hear Parish Councillor Reports**
 - a. Cllr Wall. Playground report
 - b. Cllr Willoughby. Playground committee report
 - c. Cllr Willoughby. D Day. Kings Arms update.
 - d. Cllr Routledge. Land Registrations

6. **Adjourn meeting for Public session/Comments on planning applications and any other matters.**
County / District Councillor Reports

District Cllr Varley. Response to queries regarding a possible footpath beside School Road using Section 106 monies or a permissible path on the land

Reconvene meeting.

7. **To discuss agenda items:**
 - a. To receive the SAM2 information for the month.
 - b. To consider the allotment committee terms of reference
 - c. To consider using low-bang fireworks for the fireworks display
 - d. To receive the parish precept request with information concerning the tax base – 515.70
 - e. To consider Christmas planning – tree, lights etc
 - f. To consider if Council confirms the information in the pre-renewal questionnaire from AJG insurers

8. **Planning applications:**

a. To consider and agree responses to planning application as follows:

- i. PF/23/2218. Little Maltings, Latchmoor Lane. Detached outbuilding to front of dwelling.
- ii. PF/23/2198. Pond Cottage, Staithe Road. Erection of single storey front and side extension
- iii. PF/23/2191. Fenside, School Lane. Extension of existing garage
- iv. PF/23/1103. Fritton Farm. Conversion of outbuilding to form 1 bedroom annexe

b. To receive decisions regarding applications:

9. Finance

- a. To confirm that the Chairman has signed and agreed a bank reconciliation for the previous month's finances.

b. Payments

	<u>Format</u>	<u>Payee</u>	<u>Detail</u>	<u>Amount £</u>	<u>Inc VAT £</u>
	DD	Peakes	Grass cutting	509.00	
	BACS	Clerk	Salary and expenses	763.78	
	BACS	NPF	Pension (partly paid by Clerk)	231.22	
	BACS	HMRC	Tax (paid by Clerk)	95.96	
	BACS	Ludham PCC (on behalf of How Hill)	Refund of £100 received in error from HH	100.00	
	BACS	T Gabriel	Norwich Road footpath peppercorn rent	£5.00	
	BACS	M Monk	Jubilee tent from donations	295.00	
	BACS	Jubilee Fireworks	Fireworks for NYE	776.65	
	BACS	URM	Glass recycling	114.24	19.04

c. Receipts

- i. Jubilee donations towards marquee. £295
- ii. Womack contribution to grass cutting etc. £4,250
- iii. NNDC. Textile recycling. £37.70

10. To discuss any further items at the Chairman's discretion

11. To agree upon items for the Parish News

- a. Planning
- b. Fireworks – details and request for assistance

12. To confirm that the next meeting of the Parish Council will take place on Tuesday 5th December in the Church Rooms at 7.30pm.