

LUDHAM PARISH COUNCIL

Minutes of a meeting of Ludham Parish Council held on Tuesday 3rd October 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 J Wright (arr 7.39pm)
Cllr A Lombard
Cllr L Grist
Cllr C Routledge

Clerk and RFO: J Beardshaw
Public: 8
District Councillor Adam Varley

1. Welcome to the public and apologies for absence.
 - a. Cllr Tubby. Work reasons. Apologies accepted
 - b. Cllr Monk. Work reasons. Apologies accepted
 - c. Cllr Wright. Late due to the SNAP meeting. (arr 7.39pm). 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 5th September 2023 at 7.30pm. **AGREED**

4. Correspondence:

- a. District Cllr Varley. Grant application form for new accessible play equipment. Council agreed that the Clerk should apply for a grant for new accessible play equipment in the form of a wheelchair friendly roundabout with matting
- b. Clerk. D Day 2024. The Parish Council agreed that it would be a good marking of the occasion to light the small beacon in the Churchyard. **Cllr Willoughby** would speak with the vicar and report back to Council
- c. Clerk. Armed Forces Ambassador. Suggestions for how best this role would work. The Clerk had researched this and thought of the following ideas for the role of the Armed Forces Ambassador:
 - i. Speak to the War Graves Commission and consider looking after war graves
 - ii. Support the Royal British Legion and ensure wreaths are purchased annually and that the focus on Remembrance Day is continued
 - iii. General communication within the village where necessary
 - iv. Work towards always keeping an 'armed forces ambassador' within the village
- d. Clerk. Terms of Reference circulated and agreed by the employment committee.
AGREED

- e. NCC. Ludham Bridge works. 23rd October for three days. Road Closure. The Council discussed this closure and noted concern but that the works needed undertaking
- f. BA. TPO on tree at Land at The Acorns. Noted
- g. Slow Ways. National walking network. Noted
- h. NCC Highways. Update on signage for Horsefen Road. The Chairman noted that this was still due to happen

5. **Reports:**

- a. Playground report. Cllr Wall noted that some notices needed removing from the playground fencing
- b. Clerk. Fireworks display update for New Year's Eve including any additional funding from businesses. The Clerk would follow up on outstanding details for the fireworks event
- c. Cllr Lumbard. Rubbish at Ludham Bridge. Cllr Lumbard noted the terrible rubbish problems at Ludham Bridge after the August bank holiday weekend. **The Clerk** would speak with NNDC and ask that there is a special focus on these bins at bank holidays and that the bins are always put the right way round. Cllr Lumbard kindly offered to organise another village litter pick day
- d. Cllr Wright. SNAP meeting. Cllr Wright had attended a SNAP meeting that evening and alerted Council to the problems with current scams. She noted that the police had run an anti-scam course in May but would be happy to run another one in the village. The Council agreed that this would be a good idea. **Cllr Wright** would follow this up. The Chairman thanked Cllr Wright very much for attending the meeting on Council's behalf

6. **Adjourn meeting.**

The Chairman adjourned the meeting at 2003

District Councillor Varley noted that the deadline for the Sustainable Communities grant was 6th November 2023 but that would be another tranche of funding closing in February. He also noted that the Section 106 monies from the School Road development would still be applicable. Cllr Varley was asked to speak to the planning officer regarding a potential pathway down the field beside School Road using either the Section 106 monies or a permissible path.

The Chairman reconvened the meeting at 2005

7. **To discuss agenda items:**

- a. To receive a report from a Parishioner (if in attendance) concerning the potential twinning with Teunz in Bavaria. Postponed
- b. To receive the SAM2 information for the month. Noted with grateful thanks. The Clerk would put this information on the website
- c. To nominate an allotment committee. Cllrs Lumbard, Grist and Wright agreed to form the allotment committee
- d. Parishioner. Norfolk Community Foundation Grant update. The Chairman noted that the Ludham Churches Together group had applied for another grant, with the blessing of the Parish Council

8. **Planning Applications:**

- a. **To consider and agree responses to planning application as follows:**
 - i. None

b. To receive decisions on planning applications as follows:

- i. No ref. Enforcement notice. Broadgate, Horsefen Road. Noted

9. Finance

- a. The Chairman noted that he had seen and confirmed the bank reconciliations for the month.
- b. The following receipts were noted:
- i. Precept. NNDC. £6987.50
- ii. Grant. Norfolk Community Foundation. £3,000. The Clerk would obtain quotes for the works to the Norwich Road footpath

c. The following payments were authorised:

	<u>Format</u>	<u>Payee</u>	<u>Detail</u>	<u>Amount £</u>	<u>Inc VAT £</u>
	DD	Peakes	Grass cutting	509.00	
	007	Clerk	Salary and expenses	726.47	
	BACS	NPF	Pension (partly paid by Clerk)	231.22	
	BACS	HMRC	Tax (paid by Clerk)	112.83	
	BACS	Monk Services	Playground fence works and hire of Marquee for Jubilee	990.00	165.00
	BACS	NNDC	Dog and litter bins	506.16	84.36

10. At the Chairman's discretion:

11. Items for the Parish News

- a. Heating oil – be aware
- b. Scam awareness
- c. Horsefen Road one way
- d. Link to Sam2 data online

12. To confirm that the next meeting of the Parish Council will take place on Tuesday 7th November 2023 in the Church Rooms at 7.30pm.

The meeting closed at 2053 hrs

Initials.....