**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

Cllr L Grist

Cllr C Routledge

Cllr B Tubby

Clerk and RFO: J Beardshaw

Public: 15

District Councillor Adam Varley

County Councillor Richard Price (arr 1953)

1. Welcome to the public and apologies for absence.
   1. Cllr Monk. Work reasons. Apologies accepted
   2. Cllr Lumbard. Unwell. Apologies 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 3rd October 2023 at 7.30pm. **AGREED**
4. **Correspondence:**
   1. K Debbbage. Hedge cutting update. The Clerk informed Council that Mr Debbage would cut the hedges when possible.
   2. Allotment tenants. One vacancy. Noted.
   3. Clerk. Update on quotes for the Norwich Road footpath works. The Clerk would revert to Council when quotations are received
   4. NNDC. Precept analysis information. The Clerk explained that Ludham’s precept request is lower than average (average £68 per band D household in the current year, against £27 in Ludham)
   5. Clerk. Fireworks display update for New Year’s Eve including any additional funding from businesses. Noted
   6. D Bracey. Play inspection due 21/11. Noted
   7. NNDC. Town and Parish Council engagement Forum. 8/11. Noted. **The Clerk**  would send the reports to Cllrs when they were available
   8. NCC. Norwich Western Link project update. The Clerk noted that the Western Link funding had been received from Central Government but was facing some legal challenges.
   9. BT. Phone box update. The Clerk noted that the phone box on the High Street would be repainted by BT
   10. NCC Highways response to query regarding white highways marking at Horsefen Road. The Clerk outlined the information sent by the Highways Engineer to Council.
   11. Ludham Churches Together. Receipt of £10,000 grant. Noted with congratulations.
5. **Reports:** 
   1. Cllr Wall. Playground report. Cllr Wall had inspected the playground in the month and had found that there was water under the large swings. He noted that the hedges had been cut by the Peakes. **The Clerk** would check with the hedge cutting schedule to see if the hedge for the playground is on the schedule and would liaise with Mr Debbage and the Peakes so that Mr Debbage could cut the playground hedge on the outside
   2. Cllr Willoughby. Playground committee report. Cllr Willoughby noted that the minutes of the playground meeting had been circulated to Councillors. The committee would meet with a company to discuss options and prices for an accessible roundabout. She noted that anticipated costs would be approximately £16K for installation and delivery including £6K for the roundabout itself
   3. Cllr Willoughby. D Day 80 remembrance event. Kings Arms update. Cllr Willoughby has spoken to the Vicar, and the Clerk had spoken to the Kings Arms about supplying fish and chips
   4. Cllr Routledge. Land Registrations. The land registry had replied regarding the conveyance documentation registration for the Parish Staithe and the Playground. Cllr Routledge explained that The Village hall is owned by trustees and that PC is custodian trustees of the Village Hall. The Council confirmed that it was not a non-exempt charity. Cllr Routledge noted that The Village Hall conveyance is progressing slowly but that the Womack Staithe registration had stalled as The Land Registry had requested an OS map rather than the map that had been sent. **Cllr Routledge** would send the map to the land registry. The Chairman thanked Cllr Routledge for her perseverance and hard work.
6. **Adjourn meeting.**

**The Chairman adjourned the meeting at 1954**

County Councillor Price reported that the water levels had reduced by 2 inches on the broads. He asked that parishioners let him know about any major issues with flooding in the village.

Council thanked the parishioner who had been researching a potential twinning with Teunz for her work. Following discussion it was agreed that the synergies were not perhaps perfect between the two villages and that the matter would not be progressed for the time being.

A parishioner asked that the **Clerk** complain to NCC regarding a pothole on the road outside Pikes Nursery (ENQ900246777)

The parishioner also pointed out that the Horsefen Road dyke requires work. **Cllr Gabriel** (as the landowner) noted that he would tidy the overgrown trees over the dyke during the winter

**The Chairman** **reconvened the meeting at 2032**

1. **To discuss agenda items:**
   1. To receive the SAM2 information for the month. Noted with grateful thanks to the speedwatch team
   2. To consider the allotment committee terms of reference. **AGREED** with one alteration – that the committee would recommend rent changes, not implement them.
   3. To consider using low-bang fireworks for the fireworks display. The Parish Council discussed the matter at length and, following a vote, **AGREED** that the Parish Council would try low-bang fireworks for one year as a trial. **The Clerk** would liaise with the firework suppliers.
   4. To receive the parish precept request with information concerning the tax base – 515.70. Noted
   5. To consider Christmas planning – tree, lights etc and Remembrance Day. Cllrs Grist and Routledge kindly offered to put up the lights and to liaise with Councillor Monk, who they would ask if he would be willing to supply the tree again. The Chairman thanked those involved.
   6. To consider if Council confirms the information in the pre-renewal questionnaire from AJG insurers. The Council discussed the questionnaire and received recommendations from Cllr Gabriel. **The Clerk** would send the paperwork to AJG
2. **Planning Applications:** 
   1. **To consider and agree responses to planning application as follows:**
      1. PF/23/2218. Little Maltings, Latchmoor Lane. Detached outbuilding to front of dwelling. **Support**
      2. PF/23/2198. Pond Cottage, Staithe Road. Erection of single storey front and side extension. Cllr Gabriel noted that the plans had changed since circulated. **Support**
      3. PF/23/2191. Fenside, School Lane. Extension of existing garage. **Support.**
      4. PF/23/1103. Fritton Farm. Conversion of outbuilding to form 1 bedroom annexe. Cllr Routledge highlighted that Highways condition regarding the property not being used as a standalone property. **Support**
   2. **To receive decisions on planning applications as follows:**

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. Jubilee donations towards marquee. £295
      2. Womack contribution to grass cutting etc. £4,250
      3. NNDC. Textile recycling. £37.70
   3. **The following payments were authorised:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Format** | **Payee** | **Detail** | **Amount £** | **Inc VAT £** |
|  | 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 |

1. **At the Chairman’s discretion:** 
   1. **The Clerk** would report the lack of white lines down the centre of the road at Ludham Bridge (ENQ900246779)
   2. **The Clerk** would report the poplar trees which are leaning dangerously near the road near Hall Common
2. **Items for the Parish News**
   1. Planning
   2. Fireworks support required. Low Bang fireworks as a trial this year. Grateful for feedback
   3. Waiting list – allotments
   4. Happy Christmas and Happy New Year
3. **To confirm that the next meeting of the Parish Council will take place on Tuesday 5th December 2023 in the Church Rooms at 7.30pm.**

The meeting closed at 2053 hrs