**LUDHAM PARISH COUNCIL**

Minutes of a meeting of Ludham Parish Council held on Tuesday 5th December 2023 in the Church Rooms, Ludham

at 7.30pm

**Present:** Cllr C Willoughby (Chairman)

Cllr P Wall

Cllr T Gabriel

Cllr P Lane

Cllr J Wright

Cllr L Grist

Cllr M Monk

Cllr B Tubby

Cllr A Lumbard

 Clerk and RFO: J Beardshaw

 Public: 9

 District Councillor Adam Varley

1. Welcome to the public and apologies for absence.
	1. Cllr Routledge. Out of the County. Apologies accepted
	2. Cllr Lupson. Out of the County. 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 7th November 2023 at 7.30pm. **AGREED**
4. **Correspondence:**
	1. K Debbbage. Hedge cutting update. The Clerk noted that Mr Debbage was yet to cut the hedges but that he would undoubtedly do so over the coming months.
	2. Cllr Gabriel. Horsefen Road footpath. Cllr Gabriel noted that he knew of a conversation that had happened many years ago between his father and the Broads Authority concerning a footpath on Horsefen Road. Cllr Gabriel noted that he was happy to donate the land for a footpath to the village, on the proviso that he should not incur any costs. He noted that he believed that this would also assist with the flooding issues on Horsefen Road. Cllr Gabriel explained that the costs involved were for the bat and other surveys. The item would be added to the **January** agenda.
5. **Reports:**
	1. Cllr Wall. Playground report. Cllr Wall had undertaken a playground report the previous day and noted that the hedges had not been cut. **The Clerk** would speak with the Peakes about this.
	2. Cllr Willoughby. Playground committee report. Information regarding the finding fitness wall recommended by Councillors. Cllr Willoughby explained that there had been a meeting with the playground committee and a playground company. The options were to replace the roundabout with an accessible roundabout, or to use a basket swing, which helps children with special needs
	3. Cllr Routledge. Land Registrations. As circulated by the Clerk. Noted with thanks to Cllr Routledge in her absence.
	4. Cllr Lumbard. Proposed bus stop at Ludham Bridge. Cllr Lumbard explained that this had been a mistake. Council explained that there is a trip hazard at the bus stop. **The Clerk** would revert to Norfolk County council and explain that the area should be reinstated.
6. **Adjourn meeting.**

**The Chairman adjourned the meeting at 1948**

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

1. **To discuss agenda items:**
	1. To receive the SAM2 information for the month. Council thanked the speedwatch team for all their work over the month
	2. To acknowledge receipt of requirements for New Year’s Eve Fireworks Display. The Clerk read the list of requirements for the insurance, and Council agreed that all the requirements would be dealt with
	3. To consider renewal or tender of the grass cutting contract for the 24/25 grass cutting season. The Clerk asked if Council would wish to put the grass cutting contract out for tender or if it would prefer to maintain the current contract for another year. Council noted that it was very happy with the current contract with the Peakes, and would wish to continue for another year. **The Clerk** would inform the Peakes
	4. To confirm the hedge cutting scope of works including the playground hedge. The Clerk had circulated the scope of works, which was **AGREED** by Council
2. **Planning Applications:**
	1. **To consider and agree responses to planning application as follows:**
		1. PF/23/2525. Avalon, Norwich Road. Demolition of existing garage and erection of new garage. The Parish Council agreed to **SUPPORT** the application
	2. **To receive decisions regarding applications:**
		1. RV/23/1631. Land South of School Road. Variations. Approved. Noted
		2. BA/2023/0320/ FUL. Buttle Marsh. Restoration works. Approved. Noted

1. **Finance**
	1. The Chairman noted that she had not seen the bank reconciliations for the month as they were not currently available.
	2. **The following payments were authorised:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **VAT date** | **Format** | **Payee** | **Detail** | **Amount £** | **Inc VAT £** |
|  | DD | Peakes | Grass cutting | 509.00 |  |
|  | BACS | Clerk | Salary and expenses  | 737.98 |  |
|  | BACS | NPF  | Pension (partly paid by Clerk) | 231.22 |  |
|  | BACS | HMRC | Tax (paid by Clerk)  | 100.43 |  |
|  | BACS | AJG | Parish Council insurance | 1008.34 |  |
|  | Chq 008 | Village Hall | Grant | 900.00 |  |
| 24.11.23 | BACS | David Bracey Play | Inspection. Inv 1838 | 144.00 | 24.00 |
|  | BACS | NNDC | Elections May 2023 | 53.92 |  |
| 31.10.23 | BACS | URM | Glass recycling | 48.96 | 8.16 |
|  | BACS | Clerk | Road Closure reimbursement | 40.55 |  |

1. **At the Chairman’s discretion:**
	1. **The Clerk** would speak to the Peakes to ensure that the Norwich Road footpath should be cut prior to March
	2. The Chairman asked that the District Councillor let Council know as soon as any movement happens regarding the potential concession at Ludham Bridge
	3. Cllr Gabriel asked that **Council** consider if to write to Womack Staithe to suggest that the quayheading could be raised due to overtopping.
	4. Cllr Lane noted that the LTA on the insurance is only set at 2 years and needs to be reviewed. **The Clerk** would speak with AJG, the insurers.
2. **Items for the Parish News**
	1. Planning
	2. Thank you to the speedwatch team
	3. Thank you for the fireworks
	4. Happy New Year
3. **To confirm that the next meeting of the Parish Council will take place on Tuesday 2nd January 2024 in the Church Rooms at 7.30pm.**

The meeting closed at 2033 hrs