**LUDHAM PARISH COUNCIL**

Minutes of a meeting of Ludham Parish Council held on Tuesday 5th March 2024 in the Church Rooms, Ludham

at 7.30pm

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

Cllr P Wall

Cllr T Gabriel

Cllr L Grist

Cllr C Willoughby

Cllr P Lane

Cllr B Tubby

Cllr A Lumbard

Cllr C Routledge

Clerk and RFO: J Beardshaw

Public: 7

District Councillor Adam Varley

County Councillor Richard Price

1. Welcome to the public and apologies for absence. Cllrs Wright and Monk 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. **Cllrs Lupson, Gabriel and Lane** declared an interest in item 4i on the basis that they own property on Horsefen Road. It was agreed that those members who had declared an interest could have dispensation to discuss the matter
3. To consider and approve the minutes of the Annual Parish Council Meeting held on Tuesday 6th February 2024 at 7.30pm. **AGREED.** And to consider outstanding matters:
   1. Norwich Road Footpath quotes. The **Clerk** would follow up with the two contractors who had agreed to quote on the footpath
4. **Correspondence:**
   1. NCC. Review of bus services. The Clerk outlined the changes and Council confirmed that it was not an issue for the parishioners of Ludham
   2. County Councillor Price. Broadland Futures Initiative. <https://www.broads-authority.gov.uk/looking-after/climate-change/broadland-futures-initiative>.

Council confirmed that it had not heard of the BFI and would be pleased to receive information about it from the County Councillor

* 1. Clerk. VAT 126 form - £823.74. Noted
  2. Clerk. Bottle bank recycling – 16.41 tonnes @ £67.93 rebate (£1,114). Noted
  3. NCC Highways. Update on signage for Horsefen Road. The Chairman noted that the signage is in place. The **Clerk** would thank the Highways engineer.
  4. Information Commissioner’s Officer. Renewal confirmation. Noted
  5. NALC. S137 Limit for 24/25. The Clerk explained that the S137 limit per elector is £10.81. Noted
  6. Community Payback. Cllr Willoughby recommended that the **Clerk** speak with the Village Hall as there could be some works required in the village hall
  7. Parishioner. Flooding on Horsefen Road. Cllr Lane noted that there is significant issues with flooding on Horsefen Road. Cllr Lane noted that the flood alleviation project undertaken in past years had impacted on the road. He went on to explain that the Internal Drainage Board, Water management Alliance and NCC Highways could be lobbied. The Chairman noted that the flood marshes were not operating correctly and that much of the flood water could be avoided if flooding was managed more effectively. Cllr Lane noted that NCC Highways should also be asked to clear out the drains with a sewer gang and a gully sucker. **The Clerk** would look at the records from the last occasion that NCC Highways visited Ludham to discuss Horsefen Road with Councillors.
  8. Parishioner. Issue with red jaguar at Stocks Hill. **The Clerk** would revert to NNDC and Cllr Wall would check with the PCC to see if the PCC owns the land.

1. **Reports:** 
   1. Cllr Wall. Playground report. Cllr Wall had checked the playground after rainfall and noted that there were significant pools of water under the play equipment and on the benches. **The Clerk** would speak with Cllr Monk regarding drilling some holes in the benches. **The Clerk** would obtain a quote for a replacement bin for the playground
   2. Cllr Gabriel. Defibrillator issues and (Clerk) application for grant for new defibrillator. The Council **AGREED** to purchase a new defibrillator with a match funding offer from Central Government. The Clerk had received three offers of donations from parishioners up to and more than the full amount requested. **The Clerk** would approve the match funding offer on behalf of Council and work towards the new defibrillator being purchased and fitted as soon as possible.
2. **Adjourn meeting.**

**The Chairman adjourned the meeting at 2020**

The County Councillor reported on matters from Norfolk County Council. The **Clerk** would circulate information from Cllr Price regarding learnings taken from the Bure associated with the Broadland Futures Initiative

The District Councillor reported on matters from North Norfolk District Council.

**The Chairman** **reconvened the meeting at 2040**

1. **To discuss agenda items:**
   1. To receive the SAM2 information for the month. Noted with thanks. **The Clerk** would publish the information
   2. To consider options for recycling (considering recycling and expenditure for the financial year). Glass, paper, clothing, metal. **The Clerk** would research alumium can recycling banks and associated returns.
   3. To agree a protocol for Operation Menai Bridge. **Approved.** The Clerk would add the protocol to the policy review spreadsheet
2. **Planning Applications:** 
   1. **To consider and agree responses to planning application as follows. None**
   2. **To receive decisions regarding applications:**
      1. EF/23/2601 Application: Certificate of Lawfulness. 18 Grange Close. Certificate of lawful development proposed for single storey extension. Permission required. **The Clerk** would confirm the detail of the Certificate of Lawfulness

1. **Finance**
   1. The Chairman noted that he had received the bank reconciliation for December, which he had checked.
   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) | 104.43 |  |
|  | DD | URM | Glass recycling | TBC |  |
|  | BACS | St Catherine’s Church | Parish News | 180.00 |  |
|  | BACS | Kevin Wright | Latches on Womack bins gate | 48.00 |  |

* 1. **The following receipt was noted:**
     1. Kings Arms. Donation. £150
     2. David Gray Solicitors. £15
     3. Womack Staithe. Grant. £750

1. **At the Chairman’s discretion:**
2. **Items for the Parish News**
   1. Clothing recycling.
   2. Glass recycling – four locations
   3. Broadland Futures Initiative
3. **To confirm that the next meeting of the Parish Council will take place on Tuesday 2nd April 2024 in the Church Rooms at 7.30pm.**

The meeting closed at 2101 hrs