

Shouldham Parish Council

DRAFT Minutes of the Ordinary Meeting of the above-named Parish Council held on Monday 17 December 2018 at Shouldham Village Hall

Present

Parish Councillors:

Angela Caley (Chair), Nigel Walsh, Keith Matthews, Paul Gascoyne, Adele Berryman, Tom Nickerson

Parish Clerk – Zoe Bevan

Five Members of the Public

115/18 Accept Apologies for Absence

Apologies were received and accepted from Kevin Carter and Geoff Hipperson.

116/18 Declarations of Interest on Agenda Items

None received.

117/18 Approve and Sign the Minutes of the Ordinary Meeting held on 19 November 2018

It was proposed and accepted that the minutes be approved and they were duly signed by the Chairman.

118/18 Clerk to report progress on items not on the agenda from the last meeting

- **Re-routing of Lynx Bus Route** – The Clerk had now received an email response from Lynx advising, once again, that they were unable to turn around in the entrance to Hallfields.
- **Norfolk County Council Budget Consultation 2019/20** – Reminder that this consultation was open until 23 December 2018. No response was required to be made on behalf of the Parish Council.
- **Local Policing Teams Meeting** – 26 November 2018 – A representative had been unable to attend.

119/18 Correspondence

The Clerk read out recent correspondence regarding:

- **Norfolk Community Foundation** – The Clerk wished to record in the minutes that NCF had awarded the Parish Council a grant of £250 which had covered a significant amount of the materials costs of the recent WW1 commemorative display at the church.
- **Highways** – Confirmation received that the kerb lowering work near Holly House on New Road had been programmed. The Clerk had asked for an idea of the timescale and a response was awaited.
- **Parking on the Trod near the Village Hall** – A member of the public was concerned about inconsiderate parking on the pavement, especially when events were held. Cllr Walsh would speak with Jenny Malby and Ann Ayres about reminding people not to park inconsiderately and possible signage in the hall.
- **BCKLWN Cleansing Dept** – Signage had now been put on one of the dog bins by the Forestry Commission in the Warren as requested.
- **Norfolk Citizen's Advice** – Letter received about possible donation from the Parish Council. The Clerk was asked to put this request on the January agenda for consideration.
- All other correspondence received had been forwarded to Councillors.

120/18 Norfolk County Council – Minerals & Waste Consultation

There had been no significant developments since the last Parish Council meeting. Cllr Hipperson had been nominated to attend the Leziate Quarry visit on the afternoon of 18 January. The Clerk would ensure this was confirmed with Liz Truss's office.

A member of the public was concerned about the lack of communication between the CATSS action group and the Parish Council and she would ensure CATSS established contact. There was also discussion about ad hoc

funding of CATSS' campaign activities such as mailshots and publicity which covered the Shouldham area. Cllr Caley advised that if requests for funding were submitted to the Parish Council then possible financial assistance with these activities could be considered at future meetings.

121/18 Childrens' Play Area

This item was deferred until the January meeting when Carl Carter and Mark Askham would give an update.

122/18 Playing Field – Rabbit holes/fencing

- Cllr Walsh advised that the perimeter measurement of the field was 230m. There was a discussion about whether putting logs around the perimeter would be aesthetically pleasing as it was felt that this might spoil the look of the field. It was agreed not to log the perimeter at present, as the instances of vehicles driving on the field had so far been few, but the situation would be kept under review.
- Cllr Walsh advised that there were numerous rabbit holes on the field and that 730m of rabbit fencing was required for the area. Ben Hipperson would be approached to install the fencing to the required depth.
- The Clerk had received a quote £125 inclusive for the broken water heater in the ladies toilets and was instructed to ask Nick Evry to do the work as soon as possible.

123/18 Consideration of Planning Applications Received

- **18/02217/F – Labyrinth, 9 Westgate Street** – The proposals were examined and discussed by the Parish Council and no objections were raised. Clerk to respond to the Planning Department by 5 January 2019.

124/18 Parish Partnerships – Invitation to Bid for Capital Projects – 2018-19

The Parish Council had already agreed that a bid would not be submitted this year due to the proposed school signage costs, together with the substantial capital outlay earlier this year for electrification of the green.

125/18 Financial Matters

Approval was given to make the monthly payments listed below:

			Net	VAT	Total
20/11/2018	Collier Turf Care	Bowls Club - green maintenance	508.82	52.43	561.25
20/11/2018	Sherriff Amenity	Bowls Club - green maintenance	790.20	158.04	948.24
26/11/2018	Village Hall	Quarterly Hire to 31/10/18	33.00	-	33.00
03/12/2018	TDF PROclean	Pavilion Cleaning 9/10/18-27/11/18	140.00	-	140.00 *
03/12/2018	JH Engineering	Manufacture New Village Sign	325.00	65.00	390.00
14/12/2018	Clerk	Clerk's Salary & Expenses	227.23	-	227.23
17/12/2018	J Raines	Locking of Playing Field Gate	365.00	-	365.00
Totals: £			2389.25	275.47	2664.72

* Half the cost (£70) to be re-invoiced to the Football Club as agreed

126/18 Village Sign

The Clerk had spoken with Elizabeth Fitzgerald-Carter who advised she was hoping to complete the sign by the end of the year. In the meantime, the Clerk had obtained an invoice for manufacture of the sign, together with a quote for the groundworks of £100. Providing the top part of the sign could be attached separately, the Clerk was asked to ensure the groundworks were done as soon as possible. The Clerk had also submitted details of the sign's manufacturing cost to British Sugar's community fund and their response was awaited.

The Clerk took this opportunity to confirm that the two missing street signs for New Road and Eastgate Street had been logged in November with the Borough Council for reinstatement/replacement.

127/18 Parking on The Green

The Clerk had written as requested to the residents of Orchard Cottages and politely requested they use the parking area provided behind the cottages rather than the green. The Clerk was also asked to contact Highways again and explain that the bollards around the main green area were in fact paid for by them. Clerk to clarify that the additional bollards were required on the perimeter of the two areas outside Orchard Cottages and the Old Rampant Horse. If Highways agreed to provide and install the bollards, the Clerk was requested to write to the residents concerned and check they do not have any objections.

128/18 Items for the Agenda – 21 January 2019

- Budget & Precept 2019-20
- Norfolk Citizens' Advice – Request for donation
- Neighbourhood Plan
- Norfolk County Council Minerals & Waste Consultation
- Playing Field – Rabbit holes & fencing
- Children's Play Area
- Village Sign

Confirm date of the next meeting : Ordinary Parish Council Meeting to be held on Monday, 21 January 2019 at 7.30pm in Shouldham Village Hall.

Meeting closed at 8.55pm

Chairman.....

Date.....

Zoe Bevan, Parish Clerk

shouldhampc@gmail.com

<http://shouldhampc.norfolkparishes.gov.uk>