

Shouldham Parish Council

Minutes of the Ordinary Meeting of Shouldham Parish Council held on Monday 20th January 2025 at 7.30pm in the Village Hall.

Present:

Parish Councillors: Nigel Walsh (Chair), Keith Matthews, Pallavi Devulapalli, Geoff Hipperson
Arrived during item 5) John Carman, Ant Hobbs, and Sarah Sheldon.

Proper Officer/RFO: Mike Inder.

Apologies: Cllr Claire Atterbury.

In attendance: C. Cllr Jim Moriarty.

Public: None.

- 1/25 **Introduction and apologies for absence:** Cllr Walsh opened the meeting and accepted apologies.
- 2/25 **Declarations of interest:** Dispensation was clarified for the purpose of budget setting.
- 3/25 **Public forum:** None present.
- 4/25 **To agree the minutes of the previous meeting:** The draft minutes of the ordinary meeting held on 18th Nov 2024 were posted and circulated ahead of the meeting. Cllr Sheldon proposed the minutes as a true reflection of the meeting, seconded by Cllr Matthews and accepted.
- 5/25 **Borough and County Council members' reports:** Borough Cllr Devulapalli and County Cllr Moriarty reported on the recently announced and hurriedly enacted Local Government Restructuring. NCC has resolved to make the changes to a 'Strategic' authority with a mayoralty and Unitary system, this will mean that the May County Elections will likely be cancelled until and the current cllrs serve until 2027. The new structure's members would be elected sooner and serve as a shadow authority during transition. KL&WN BC support a Unitary system but are in favour of merging with Breckland and North Norfolk rather than a Norwich centric one where local interest in the West might not be well served. There is little detail at this juncture, but the BC will ensure we are kept informed.
The Community Infrastructure Levy Grant Scheme is being reviewed with a view of retaining funds centrally to fund key infrastructure projects.
Planning – the Government has changed the way it calculates Housing Delivery and where the BC had managed to identify a 5 year stock previously the new calculation is based on a rolling 3 year census and the 2021 figures in isolation show a reduction of 3 homes, this is not a true representation and could lead to planning being passed with local consultation decisions overruled. The new Local Plan and even passing of time into 2026 would naturally fix this anomaly and it is hoped that otherwise 'poor' decisions can be avoided.
- 6/25 **Financial Matters:**
- a. Payments at Annex A: Proposed by Cllr Sheldon, seconded by Cllr Hipperson and approved.
 - b. Accounts: a reconciliation sample check was carried out by Cllr Sheldon.
 - c. The [draft budget for 2025-26](#) was reviewed and some points appertaining to the Lynn Road Trod, Tree Survey and Zip Slide servicing/inspection costs clarified, there were no new items put forward requiring funding. The 2025/26 Budget and Precept of £18,890 was proposed by Cllr Matthews, seconded by Cllr Devulapalli, and agreed.

Chairman Initials _____

7/25 **Clerk's report and correspondence requiring further consideration:**

- a. The clerk had circulated the Norfolk ALC reorganisation email and provided a brief on the background and recommended agreeing to both propositions to provide Norfolk ALC with the best pathway to recover from its current decline. Cllr Sheldon propose the Yes vote to both the reorganisation and appoint of the preferred solicitor Mr Roger Taylor, seconded by Cllr Walsh and approved.
- b. BT have earmarked the public phone box on the Green for decommissioning, the data shows negligible annual use and mobile signals are reported as satisfactory. Cllr Sheldon proposed the adoption of the phone box, seconded by Cllr Matthews and agreed.

8/25 **Flooding & Sewage:**

- a. Cllr Walsh provided a progress and next step report. Permission to access the land to carry out a survey is required before the project can progress. The Working Group will meet again in Feb. It was noted that the resilience guide for residents published in the newsletter was informative and work on clearing ditches having a positive effect, although there are still some areas in need of maintenance work and Fairstead Drove and the lower reaches of Westgate Street ditches were commented on as being high but flowing; Cllr Walsh will continue to monitor them.
- b. The likely costs of the survey and groundwork, as well as any potential funding sources are not yet known, this will need the survey results.

9/25 **To receive reports from Clerk and Cllrs for on-going matters:**

- a. No update on the management of the closed churchyard. Deferred until Spring.
- b. Self-set tree issues on Lamsons Lane. Cllr Walsh is waiting for quotes to clear them.
- c. Update on the planting of the heritage oak tree; Cllr Hipperson reported that a location in the old churchyard has been verbally agreed with the Churchwarden.

10/25 **Neighbourhood Plan Steering Group update.** Cllr Hobbs provided and update; the draft plan is expected to be presented soon and will be reviewed at the meeting of the Steering Group on 12th Feb. It should then be able to move into the consultation phase before being submitted to the BC to be 'made'.

11/25 **Traffic & Parking:**

- a. Posts on the Green: it was agreed to proceed during the school half term in Feb and Cllr Walsh will contact everyone with a date in due course.
- b. SAM2: nothing significant to report, analysis on the website.

12/25 **Grounds Maintenance:** The clerk provided a report on the quotes received and a recommendation of option 5. Cllr Matthew queried who was responsible for cutting the Croft footpath, the clerk commented that it wasn't on the scope and hasn't been a PC responsibility in the last 6 years; he will contact the County Access Officer for clarification of ownership. Cllr Sheldon proposed Option 5, seconded by Cllr Walsh and agreed.

13/25 **Play Park and KGV Playing Field:**

- a. Tree health survey: The Clerk provided a report with the quotes and recommendation. Cllr Matthews proposed the quote from Jodie Caley, seconded by Cllr Walsh and agreed.
- b. TPO register. The Clerk reported that the Borough Council website has an interactive map of all Tree Preservation Orders and that only the new one for the KG Playing Field was the responsibility of the PC. Cllr Sheldon proposed that an annual monitoring of other trees with TPOs was carried out by cllrs, and volunteered to undertake it, seconded it and it was agreed.

14/25 Consideration of planning applications, decisions and appeals:

- a. Applications: None.
 - i. Planning Application Consultation 24/02235/RM (50 Westgate St). Council referred to the draft Neighbourhood plan and the fact that there were already an additional number of 4 bed homes approved on the 'Rhubarb field' and that it would be preferable to see the outline planning revision. Cllr Moriarity offered to consult with the case officer and if it was minded for approval as planned in the RM then the Council's Objection would be supported by him and called in to committee.
 - ii. To ratify comment submitted for 24/02229/F (1 Woodward Close) Supported with comments appertaining to boundary clarification and loss of wildlife habitat. Subsequently Cllr Walsh clarified that there are plans to plant a beech hedge and fence to replace the boundary hedges.
 - iii. To consider any late notice applications: None
- b. Decisions: None.
- c. Planning Appeals and Enforcement updates:
 - i. [23/00296/UNOPDE](#) | Alleged Unauthorised Operational Development | Labyrinth 9 Westgate Street Shouldham King's Lynn Norfolk PE33 0BN. Appeal [APP/V2635/C/23/3333470](#) in progress, No event date arranged.

15/25 Meeting Schedule: The clerk had circulated a recommendation that for efficiency and to reduce his workload of repeated items, that meeting changed to bi-monthly. Cllr Matthews proposed the new schedule, seconded by Cllr Devulapalli, the motion was defeated.

16/25 **Items for the next meeting:** Cllr Walsh proposed a beacon basket on a pole for the Green, he will develop a proposal including quotes and present for consideration at a future meeting. He gave his apologies for the next meeting on 17 February and the Annual Meeting in May. Meeting closed at 9.10pm.

Chairman

Date

Prepared by
Mike Inder, Parish Council Clerk & RFO

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Annex A

Payment Authorisation

Date	PAYEE NAME	DETAILS	REF NO	CHEQUE NO / BACS	GROSS AMOUNT
13/11/2024	Pozitive Energy	The Green 40496720246770173 Oct	101	DD	20.84
30/10/2024	Brightaway Cleaning Co Ltd	Toilet Cleaning Oct B2330	102	BACS	128.00
15/11/2024	Amazon - (Reimburse M Inder)	Toilet Store Cupboard GB47Y51IRAEUI	103	BACS	89.20
21/11/2024	Chemex	Toilet supplies inv 2678	104	BACS	64.71
02/12/2024	British Gas	Pavilion Electricity 9457341	105	DD	55.12
02/12/2024	Brightaway Cleaning Co Ltd	Toilet Cleaning Nov B2352	106	BACS	144.00
02/12/2024	CCPlanning	NHP Planning consultancy INV-0625	107	BACS	420.00
05/12/2024	Pozitive Energy	The Green 40496720246886100 Nov	108	DD	20.17
10/12/2024	Tamar Telecommunications	Virtual Telephone 4100639	109	DD	6.94
18/12/2024	HMRC	PAYE mth 9	110	BACS	162.00
30/12/2024	M Inder	Salary Dec	111	BACS	243.08
22/12/2024	Louise McIntosh	Grounds Maintenance SPC06 Oct	112	BACS	483.75
01/01/2025	British Gas	Pavilion Electricity 9754232	113	DD	36.24
02/01/2025	Brightaway Cleaning Co Ltd	Toilet Cleaning Nov B2368	114	BACS	172.80
02/01/2025	Nurture Landscapes Ltd	PF Slitting 1MID357175	115	BACS	237.60
07/01/2025	Shouldham Village Hall	Hall Hire	116	BACS	96.00
10/12/2024	Tamar Telecommunications	Virtual Telephone 4115808	117	DD	6.94
18/01/2025	HMRC	PAYE mth 10	118	BACS	81.00
31/01/2025	M Inder	Salary Jan	119	BACS	324.08

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