

Shouldham Parish Council

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

Present:

Parish Councillors: Keith Matthews (Chair), Pallavi Devulapalli, Sarah Sheldon, Geoff Hipperson, and Claire Atterbury.

Proper Officer/RFO: Mike Inder.

Apologies: Cllrs Nigel Walsh and John Carman.

In attendance: C. Cllr Jim Moriarty.

Public: None.

- 17/25 **Introduction and apologies for absence:** Cllr Matthews opened the meeting and apologies were accepted. A vote of appreciation for Ant Hobbs and his service as a Cllr was given following his resignation.
- 18/25 **Declarations of interest:** None.
- 19/25 **Public forum:** None present.
- 20/25 **To agree the minutes of the previous meeting:** The draft minutes of the ordinary meeting held on 20th January 2025 were posted and circulated ahead of the meeting. Cllr Devulapalli proposed the minutes as a true reflection of the meeting, seconded by Cllr Sheldon and accepted.
- 21/25 **Borough and County Council members' reports:** County and Borough Cllr Moriarity provided an update on the Devolution Bill and Local Government reorganisation; the impact on elections (delayed until May 2026), interim administration arrangements and thoughts towards the parishing of Kings Lynn to create a Town Council to fill the administrative void and lack of representation that would otherwise occur. Plans on the restructuring are being developed to present to Government in May with consultations and a Boundary Commission review to follow from Sep 26.
Housing needs: the inconsistencies in calculation methods previously reported on were explained and have been successfully challenged; it is hoped that the Local Plan, which is nearing adoption can go ahead without further delay.
The CIL Community grants panel sat last week and Shouldham School has been successful in its bid towards play equipment.
- 22/25 **Financial Matters:**
- a. Payments at Annex A: Proposed by Cllr Devulapalli, seconded by Cllr Sheldon and approved.
 - b. Accounts: Cllr Sheldon conducted a reconciliation sample check.
 - c. BCKL&WN notice of intent to pay the precept in instalments, the impact was outlined by the RFO in advance of the meeting and Cllr Matthews proposed requesting that for this year that the precept was paid in full to avoid a cashflow shortfall when delivering a capital project (Lynn Rd Trod), seconded by Cllr Sheldon and agreed. B Cllr Moriarity apologised on behalf of the Council for the timing and lack of notice of the change and supported the Council's resolution.

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- 23/25 **Clerk's report and correspondence requiring further consideration:**
- a. Report on abuse of Playing Field public toilets. It was decided to monitor and if there was a recurrence then closure of the toilets to the general public would have to be seriously considered.
- 24/25 **Flooding & Sewage:**
- a. Cllr Walsh reported via the Clerk that the next meeting was anticipated to be at the end of Feb.
- 25/25 **Beacon:** A proposal by the Ents Ctte to purchase a beacon basket on a pole for event; Cllr Walsh is developing the proposal to survey residents and stakeholders ahead of submitting planning permission if the Green is the preferred location. Funding was thought to be being supported by the SCE and Ents Ctte as it was not brought forward with costs prior to budget setting in January.
- 26/25 **To receive reports from Clerk and Cllrs for on-going matters:**
- a. C. Cllr Moriarty announced that he has allocated £3,500 from his Members Highways Fund as a contribution towards the Orchard Trod.
 - b. Cllr Walsh is awaiting quotes for removal of self-set trees on Lamsons Lane.
 - c. Cllr Atterbury reported that the PCC is due to meet at the end of Feb and permissions for the planting of the heritage oak tree will be discussed then. Cllr Hipperson proposed a small gathering to mark the planting, cllrs agreed.
- 27/25 **Neighbourhood Plan Steering Group update.** Nothing to report. Former Cllr Hobbs has indicated that he will continue to be part of the Steering Group; Cllrs noted the need for a cllr to act as liaison with the NHP SG and Cllr Hipperson offered to act in that capacity until the Councillor responsibilities are reviewed in May.
- 28/25 **Highways, Traffic & Parking:**
- a. Posts on the Green: it was agreed to proceed during the school half term in Feb and Cllr Hipperson will liaise with Cllr Walsh and will contact everyone with a date in due course.
 - b. SAM2: nothing significant to report, analysis on the website. One of the batteries has been reported as being at the end of its useful life, lasting only 2 weeks during its last few uses. It was agreed to purchase a replacement.
- 29/25 **Play Park and KGV Playing Field:**
- a. The Clerk reported on warranty work on the roundabout by Wicksteed and that it had been declared safe to continue in use with regular monitoring until it is replaced under warranty.
- 30/25 **Consideration of planning applications, decisions and appeals:**
- a. Applications: None.
 - i. To consider any late notice applications: None
 - b. Decisions: 24/02229/F| Extensions and alterations to existing single storey dwelling | 1 Woodward Close Shouldham PE33 0DE. PERMITTED with condition to protect remaining trees during the build.
 - 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.

31/25 The resignation of the clerk was noted and an update on recruitment provided. It was suggested that an interview panel should be formed and dates set for interviews after the closing date of the 28 Feb 25.

32/25 **Items for the next meeting:** The next meeting will be preceded by a KGV Trust meeting. Items put forward for the next agenda:

- a. Adoption of the phone kiosk on the Green, Cllr Matthews volunteered to lead.
- b. New bank signatory to replace the clerk, Cllr Sheldon volunteered, and the Clerk will progress between meetings.
- c. Devolution consultation, in addition to individual responses and item to agree a Council response. Cllr Hipperson asked for an open letter on the subject to be circulated to Cllrs.
- d. Act of Remembrance – Cllr Atterbury proposed an event held at the Green (Proposal to be developed before the next meeting).
- e. Oak Tree Planting celebration event – Cllr Hipperson.
- f. Cllr Co-option – advert with closing date of 16th March to be published.

33/25 Meeting closed at 8.35pm .

Chair

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
15/01/2025	Chemex	Toilet supplies 2881	120	BACS	20.39
21/01/2025	BCKLWN	Dog waste collection BC110287748	121	BACS	733.20
31/01/2025	Brightaway Cleaning Co Ltd	Toilet Cleaning Nov B2368	122	BACS	172.80
03/02/2025	CCPlanning	NHP Planning consultancy INV-0673	123	BACS	1,890.00
21/01/2025	Pozitive Energy	The Green 40496720257203945 Dec	124	BACS	23.39
18/02/2025	HMRC	PAYE mth 11	125	BACS	81.00
28/02/2025	M Inder	Salary Feb	126	BACS	324.08
01/02/2025	British Gas	Pavilion Electricity 10060728	127	DD	38.60
07/02/2025	Pozitive Energy	The Green 40496720257325193 Jan	128	DD	21.59
10/02/2025	Tamar Telecommunications	Virtual Telephone 4131133	129	DD	6.94
04/02/2025	Wave	Playing Field Water 14635261	130	BACS	619.02
03/02/2025	BCKLWN	Dog waste collection CRMT110289550	131	BACS	-733.20
03/02/2025	BCKLWN	Dog waste collection BC110289562	132	BACS	611.52

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