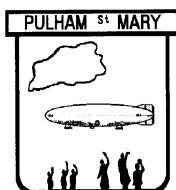


PULHAM S^t MARY PARISH COUNCIL



Clerk to Parish Council

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Minutes of the Parish Council Meeting held in the Pennoyer Centre, On Tuesday, 5th June 2018 at 7.50 pm.

Present: Cllrs McDaniel, Albon, Clarke & Burridge. Cllr Hudson attend as both District Cllr and Parish Council Chairman.

Attendance: The Parish Clerk was in attendance. County Cllr Willby and seven members of the public

- 1: **To consider accepting apologies for absence:** Apologies were received and accepted from Cllr Langshaw and Scanlan. Cllr Ellam gave apologies and arrived during the meeting.
- 2: **To consider declarations of interest:** Cllr Hudson advised that he would not take part in any consideration of planning applications as he would be making representation as District Cllr.
To consider co option of parish councillor: Giles West attended the meeting as he has an interest in community matters and would like to make a contribution. Cllr McDaniel provided details on the role of a Councillor and the Clerk has provide details of the parish code of conduct. Cllr McDaniel proposed co option of Mr West, this was seconded by Cllr Burridge and unanimously agreed. Cllr West signed his acceptance of office, which was countersigned be the Clerk and Cllr West will complete a registration of members interest, document.
- 3: **To approve minutes of the last meeting of 8th May 2018:** The APCM minutes for May were signed as correct – ACTION The Clerk is currently working with Balfour Beatty, who are repairing damage following the work carried out by Anglian Water. NCC have also been notified of historic damage to the foot paths in Station Road. The damaged fingerpost in Station Rd will be added to the notification to NCC Highways.
- 4: **To discuss matters arising from the minutes of the last meeting – for information only:**
 - a) **Parish Website:** The Clerk advised that a security plugin imbedded within the parish website has stopped working. While the site is being repaired news items and details, on information available to the public, are being posted on the parish face book page.
 - b) **Renewal and maintenance of the playground equipment and bench:** The Clerk advised that the plaque has now been completed for the bench, this matter is ongoing.
 - c) **Refurbishment of the adopted BT Box:** This work is due to be completed Aug/Sept but the contractor will be removing the damage glazing this week. The Clerk will provide notices to update public of progress on this project.
- 5: **To receive the Chairman's Report:**

Cllr Hudson extended his thanks to all involved in the recent 'Now and Then' event in the village.
An update was provided on the PSM's Playground improvement project - 'Tesco, Bags of Help' Anyone wishing to support the playground improvement project can do so at Diss, Saxmundham of Aldeburgh branches.
- 6: **To receive the County and District Councillor's Reports:**

The County Cllr provided his report, which will be available on the parish website.
The District Cllr reminded council of 'South Norfolk on Show, taking place on the 1st July 2018 at SNC offices in Long Stratton. The Pennoyer Centre have been successful in procuring £250 grant towards the WWI commemorative event they are organising for next year.
The media have reported on the Pulham Primary Schools acquisition of a Table Tennis Table, using the £750 grant from the District Councillor Member's Fund.
The Long Stratton Leisure centre will be closed 18 – 20th June for refurbishments. As an alternative Diss and Wymondham centres can be used during this period.
The South Norfolk Community Pub of the Year 2018, commences on 1st July 2018.
- 7: **The meeting was adjourned for the public forum.**

Comments were received from members of the public on planning application 2017/1929; The highways concerns raised on the original application have been addressed and the passing bay scheme has been approved.

This project is looking to address a long term commitment to generate additional work, diversifying use of the land in the current challenging environment.

There were no further comments and the public forum was closed.

8: Items for Discussion/Ratification:

- **Planning Applications;**
The Chairman did not take part in planning matters but provided Councillors with a reminder of the necessity to give material consideration only, on all applications.
2017/1929 Upper Vaunes Farm – Cllr West has a declared interest and did not take part in this matter. Cllr Albon chaired and summarised, the application has been significantly modified and the highways issues addressed. No objections were raised, the Clerk confirmed she had received no objections in the emails received from Councillors not present. Council agreed to support the application and ACTION the Clerk will submit a request to consider approval.
2018/0111 & 2018/0112 – Parish Council Briefing has been confirmed for 26/6/18 at SNC offices
2018/0879 Glebe Cottage Roofing – No objections were raised on this application and the Clerk has submitted a request to consider approval
2018/1079 Re submission of 2018/0423 25 Norwich Rd – Council supported the original application, the proposed application is now significantly smaller and less visible from the front elevation, Council are still in support and ACTION the Clerk will submit a request to consider approval.
- **To consider cost of repainting the village sign (if required)** The Clerk has spoken to a parishioner on this matter, and consideration is being given to completing the work required. This matter will be moved forward for ongoing consideration as required.
- **To consider request from an allotment tenant** A request has been received from an allotment tenant to move and make use of a shed and water butt from one of the empty plots. Council will approve this request if the tenant is prepared to trim back the overgrown vacant plot. This will help to minimise expenditure of parish money in ongoing maintenance. ACTION the Clerk will correspond with the tenant.
- **To ratify the cost of the Rospa playground inspection for June 2018** Cllr Burrigge proposed acceptance of £90 +vat for inspection up to 5 items & £4.50 +vat for additional items, this was seconded by Cllr Clarke and unanimously agreed.

9: Accounts:

To consider the EOY accounts for 2017/18 - The internal audit has been completed and approved; Council considered and approved the Annual Governance & Accounting Statements and the Chairman and the Clerk signed the audit documents.

Presentation of the income and expenditure for June - Cllr McDaniel Signed and Cllr Clerk countersigned the June receipts and payments.

The balance on the account will be £37,894.29 following the presentation of the following transactions;

PULHAM ST MARY PARISH COUNCIL				
ACCOUNTS : MONTH : June				
INCOME:	Amount	Description		
TOTAL INCOME	£0.00			
<u>Cheques to be paid:</u>				
EXPENDITURE:	Gross	VAT	Net	Description
ICO	35.00		35.00	DP registration fee
BT	19.82	3.30	16.52	Phone & BB
L Shulver	440.36	1.33	439.03	Clerks Salary and Admin
M Wilkinson	40.00		40.00	Salary and Admin
HMRC	296.00		296.00	PAYE
The Pennoyer Centre	4,000.00		4,000.00	Vill facility provision
Norfolk Age Uk	100.00		100.00	Donation
Pulham Marked PC	75.00		75.00	GDPR Training
Top Garden Service	216.00	36.00	180.00	Village Grass cutting
TOTAL EXPENDITURE	£5,222.18	£40.63	£5,181.55	£5,222.18

The Clerk has received notice from the Harlestons Futures Team, that they are anticipating reaching their target and have had confirmation that they will be having a Hare for Harleston over the summer.

A Cheque for £250 was raised to cover the parish pledge to this project, this will be included in the July Accounts.

The unveiling ceremony will take place on 24th June at 10.45 outside St Johns Church.

10: Other Reports:

- i. **Sports & Recreation Committee** An email has been received on suggestion for further use of South Green recreation ground, ACTION the Clerk will respond.
- ii. **Tree & Footpath Wardens** No further reports
- iii. **Sam update** Cllr Hudson Updated Council on the SAM

11: To consider the date of the next Parish Council meeting: The July meeting will be held on 10th July 2018 commencing at 7.30pm at the Pennoyer Centre

The meeting closed at 8.35 pm

Signed:

Date:.....