

PULHAM S^t MARY PARISH COUNCIL



Clerk to Parish Council

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Minutes of the Parish Council Meeting held at the Pennoyer Centre, On Tuesday, 10th July 2018 at 7.30 pm.

Present: Cllrs Albon, Clarke, Burrige, Ellam, Langshaw, Scanlan and West. Cllr Hudson attend as both District Cllr and Parish Council Chairman **Attendance:** The Parish Clerk was in attendance.

- 1: **To consider accepting apologies for absence:** A report and apologies were received from County Cllr Wilby
- 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.
- 3: **To approve minutes of the last meeting of 5th June 2018:** The minutes for June were amended to read 'commenced at 7:30pm' and were signed as correct
- 4: **To discuss matters arising from the minutes of the last meeting – for information only:**
 - a) **Parish Website:** The security plugin imbedded within the parish website has been repaired, all news items and records have been updated and hosting of the website is included in items for consideration.
 - b) **Renewal and maintenance of the playground equipment:** Included in items for consideration.
 - c) **Refurbishment of the adopted BT Box:** The materials required to complete the Phone Box refurbishment have now been purchased, this work is due to be carried out Aug/Sept.
 - d) **Repainting of the village sign:** Moved to the Sept meeting
- 5: **To receive the Chairman's Report:**

Cllr Hudson updated Council on the success of the Beer festival that took place over the weekend of 7th July 18 at the Pennoyer Centre. He also reported on the launch/opening of the Hare for Harleston that took place in June; the Hare is situated in front of the Church and will remain there for the summer; It is hoped to attract visitors to the town from the wider local area.
- 6: **To receive the County and District Councillor's Reports:**

The County Cllr had provided a report and a copy will be made available on the parish website.
The District Cllr reported on the meeting scheduled for Thursday 12th July to further consider collaboration of South Norfolk and Broadland Councils. This year's Community Pub of the Year has commenced, the categories are community, customer service, family friendly and tasty food and drink. The District Cllr reported on this years Big Litter Pick and Pennoyer's success in the associated draw for funding. There will be an outside table tennis table provide throughout the summer at the leisure centre in Harleston.
- 7: **There were no public present so the public forum was not required.**

The Clerk advised a letter of thanks has been received from Age UK for donation received.
2 letters have been received from parishioners with regards to South Green, these will be included in items for consideration
- 8: **Items for Discussion/Ratification:**
 - **Planning Applications;**
 - 2017/1929 Upper Vaunes Farm – Approved with conditions
 - 2018/0879 Glebe Cottage Roofing – Approved with conditions
 - 2018/1079 Re submission of 2018/0423 25 Norwich Rd – Approved with conditions
 - New Applications**
 - 2018/1340 – Replace agricultural building, North Green Farm
 - 2018/1392 – Internal work, Garlic Farm
 - 2018/1397 – Replace garage, April Cottage

No objections were raised, **ACTION** No response required for agricultural buildings, the Clerk will submit requests to approve on 2018/1392 & 1397.

- **To consider comment on Norfolk Minerals and Waste Local Plan Review** No Comment is required
- **To consider hosting of the parish website** Council considered quotes to provide a hosting with support package for the parish website and agreed they were satisfied with the current arrangements and for the Clerk to source additional paid for support if required.
- **To consider the Rospa playground inspection June 18** Council considered the Rospa play inspection, the Clerk has removed the cradle swing from the 3 way swing set because the supporting leg is rotten, the Clerk will organize for the cradle swing section to be removed as a temporary solution and prices will be procured to replace the complete unit, incorporating a nest swing. The results of the Tesco Bags of Help have not been made available yet **ACTION** The Clerk will look to apply for further funding over the summer and council will consider the next stage of refurbishment and replacement in the Autumn.
- **To consider learning agreement for the Clerk to complete CILCA** Council agreed to support the cost of Cilca training for the Clerk. An application has also been submitted for a bursary of £50, towards the anticipated cost of £250 for training during this financial year. The course is scheduled to commence in September.
- **To ratify cost of electricity supply to pavilion/south green** Cllr Ellam proposed the new contract for electricity supply at the Pavilion, this was seconded by Cllr Burridge and unanimously agreed. There is no increase in the standing charge and therefore no additional cost to the parish as supply is not currently used.
- **To authorise changes to accounts person & signatories at Co op Bank and Nationwide Building society** Council authorised change of name and signatories at the Co op Bank and Nationwide Building Society
- **To consider appointment of new footpath warden** Cllr Scanlan was appointed as the footpath warden. **ACTION** a Letter of thanks will be sent to Ms Surey, the outgoing warden.
- **To consider maintenance and cutting contract at south green 2** Emails from parishioners on cutting and thistles seeding at South Green. The Clerk is experiencing difficulty contacting the Contractor, Council agreed details of the tender profile for this work. **ACTION** the clerk will prepared and tender for the 2019 season.

9: Accounts:

Presentation of the income and expenditure for July - Cllr Burridge Signed and Cllr Ellam countersigned the July receipts and payments.

The balance on the account will be £35,423.12 following the presentation of the following transactions;

PULHAM ST MARY PARISH COUNCIL				
July				
INCOME:	Amount	Description		
TOTAL INCOME	£0.00			
<i>Cheques to be paid:</i>				
EXPENDITURE:	Gross	VAT	Net	Description
Break	250.00		250.00	Donation Harleston Futures (HARE)
E On	86.32	4.11	82.21	Streetlighting
BT	24.62	4.13	20.69	Phne usage and Broadband
PH Newby	618.00	103.00	515.00	Hedge Cutting
Top Garden Services	312.00	52	260.00	Village Maintenance
Play Safety Ltd	92.40	15.40	77.00	Rospa Inspection
Wave	16.15		16.15	Allotment Water Supply
X2 Conect	471.71	78.62	393.09	BT Refurb - Materials
L Shulver	599.77	20.00	579.77	Clerks Salary and Parish Admin
TOTAL EXPENDITURE	£2,471.17	£277.26	£2,193.91	£2,471.17

10: Other Reports:

- i. **Sports & Recreation Committee** No further report.
- ii. **Tree & Footpath Wardens** Cllr Albon has trimmed the trees overhanging the new play equipment
- iii. **Sam update** Cllr Hudson Updated Council on the SAM

11: To consider the date of the next Parish Council meeting: There will be no August Meeting, the next meeting will be on 11th Sept 2018 commencing at 7.30pm at the Pennoyer Centre

The meeting closed at 9.30 pm

Signed:

Date:.....