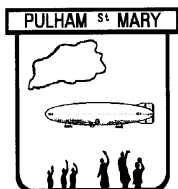


PULHAM ST MARY PARISH COUNCIL



Clerk to Parish Council

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Minutes of the Parish Council Meeting held at the Pennoyer Centre, On Tuesday, 12th February 2019 at 7.30 pm.

Present The meeting was attended by the Cllrs Albon, Scanlan, Burridge, Clarke, McDaniel, Clarke. Cllr Hudson attended as Chairman and the District Councillor.

Attendance: The Clerk and one member of the public were also present.

- 1: **To consider accepting apologies for absence:** Apologies were accepted from Cllr Langshaw and County Cllr Willby (report sent)
- 2: **To consider declarations of Interest:** Cllr Hudson will not take part in any consideration of planning applications to enable him to make representation as District Cllr.
- 3: **To approve minutes of the last meeting 9th January 2019:** The minutes for the January meeting were agreed and signed as correct.
- 4: **To discuss matters arising from the minutes of the last meeting – for information only:**
 - a) **Parish website:** All news items and records have been updated on the parish website. Details on the forthcoming elections on the 2nd May have been provided on the web site
 - b) **Improvement and maintenance of the playground project:** The swing unit has now been installed and gate spring repaired. Ping England are unable to provide the free loan of a ping table for the summer as the footfall in the play area is considered too low, the Clerk will make enquires of the cost of purchasing a table.
 - c) **Refurbishment of the adopted BT Box:** The notice board and suggestion box have been installed in the phone box, the Clerk will populate with useful contact details. (this item will now be removed from the agenda)
 - d) **Repainting of the village sign:** The working party group meeting has been forwarded to 7pm on 12th March 2019, prior to the parish meeting.
 - e) **Register of assets of community value:** Applications for renewal of the Pennoyer Centre and the Post Office as assets of community value, have been submitted to SNC, pending response.
- 5: **To receive the Chairman's Report:**

The Chairman reported on the antenna that have been installed on the church, it is understood the PCC are working with 'Thinking Wisp' an initiative who assist with the provision of fast local broadband. The Clerk will contact the PCC and ask for an update, inviting a representative to attend a parish meeting.
- 6: **To receive the**

County and District Councillor's Reports:

County Cllr Willby submitted a report, attached and available on the parish website.

District Cllr Hudson District Cllr Hudson, reported on NCC budget meeting on 11/2/19, the agreed increase by the county council on council tax increase and proposed increase by the police. The District Council will meet to set the council tax for 2019/20 on 18/2/19, the district council increase is expected to be £5.00 per Dband, but the total increase to cover all element of the request including NCC/Police/District & Parish is expected to be 4.1% on average.

The District Cllr reported on a defibrillator training session is taking place on 28/2/19 at 6.30 pm at the Swan Hotel in Harleston; The South Norfolk Council Big Litter Pick 2019 scheme, is now open until the end of May

<https://www.south-norfolk.gov.uk/residents/neighbourhood-issues/street-cleaning-fly-tipping-and-litter/litter-picks>, The Big Litter Pick in Pulham st Mary will take place on Sunday 19th May 2019; There are pop up grants for £100 for Community Beer Festivals available by contacting South Norfolk Council <https://www.south-norfolk.gov.uk/residents/communities/community-grants>;
And the New Long Stratton Leisure Centre will be fully reopened, following its revamp on Monday 18th March <https://www.south-norfolk.gov.uk/visitors/leisure-centres/long-stratton-leisure-centre>

7: The meeting was adjourned for the public forum

One member of the public attended to observe, Council members introduced themselves. The Meeting was then re adjourned and the member of the public left the meeting.

8: Items for Discussion/Ratification:

The Chairman/District Councillor observed and did not take part as a parish councillor in planning matters, he will make representation as the District Member

2018/1798 - Discharge of Condition 6, 2017/1929 – No objections raised

2018/2501 - Discharge of condition 3 (Application below 2018/1692) Approved

2018/1692 - Crossing Bridge Doctors Lane – Approved

2018/2810 Discharge of condition 5 2017/1929 external lighting – Approval requested

New Applications

2019/0202 55 Norwich Road – 2 storey extension – No objections raised ACTION the Clerk will submit a request to approve on behalf of the Council

- **To consider draft document on PSM Conservation area appraisal** Cllrs Hudson, Langshaw, the Clerk and Mr Beckett, Heritage Officer SNC, attended an initial walkabout on 11/1/19. Council considered draft document on conservation area appraisal, the appraisal will be put out to public consultation in spring/summer. Council were not in agreement on areas for removal at this time, and will consider further when more information is available during the consultation period. The Clerk will submit initial comments from council to the heritage officer and provide contact details of Cllr Clarke, to assist with historical section of the appraisal.
- **To Adopt the draft model standing orders (updated 6/2/19)** Cllr Clarke proposed adoption of the updated draft standing orders, suitable for a smaller council, this was seconded by Cllr Albon and unanimously agreed. A copy will be posted on the parish website.
- **Timetable for the May 2019 elections** Details of the May 2nd 2019 Elections are available on the parish website <http://www.pulhamstmarypc.org.uk/parish-council-elections-2019/> Dates considered for the May meeting and APM were discussed (Clerk/Chairman - post meeting note - Dates for the APM and May meetings will be confirmed at the March Meeting)
- **To consider tenders for village grass cutting** Council considered tenders received, Cllr Burrridge proposed grass cutting contract at South Green, Station Rd and St Mary's Terrace with Norse Grounds for 2019 season at £1352.23 + vat, this was seconded by Cllr Albon and unanimously agreed.
- **To consider notice of increase for unmetered supply to streetlights** The clerk has spoken to Eon to confirm the parish are benefiting from the best tariff available. Cllr Burrridge proposed an increase 4.2p per kWh for unmetered supply to the streetlighting provided by Eon, this was seconded by Cllr Ellam and unanimously agreed.

9: Accounts:

Presentation of the income and expenditure for February– Cllr McDaniel Signed and Cllr Ellam countersigned the receipts and payments, the accounts were unanimously agreed. The balance on the account will be £37,385.54 following the following transactions;

PULHAM ST MARY PARISH COUNCIL

Feb-19

INCOME:	Amount	Description
NCAPTC Lift funding	£125.00	Training funding
TOTAL INCOME	£125.00	

Cheques to be paid:

EXPENDITURE:	Gross	VAT	Net	Description
BT	4.53	0.75	3.78	Phone/Internet
Eon	43.87	2.09	41.78	Streetlighting Dec
Eon	47.52	2.26	45.26	Streetlighting Jan
Fenlan Leisure Products Ltd	4,659.00	776.50	3,882.50	2 Bay swing unit
NARS	250.00	0.00	250.00	Donation
L Shulver	443.31		443.31	Clerks Salary Parish Admin
TOTAL EXPENDITURE	£5,448.23	£781.60	£4,666.63	£5,448.23

Cllr McDaniel proposed extending the meeting to complete parish business, this was seconded by Cllr Ellam and unanimously agreed

10: Other Reports:

- i. **Sports & Recreation Committee** No further report.
- ii. **Tree & Footpath Wardens** Cllr Scanlan provided an update on footpaths, The Signs in Dirty Lane, The Norwich Road and Ketts Rd need attention/replacing **ACTION** The Clerk will contact SNC The Directional sign in the village centre requires replacing, it is understood that this work is no longer carried out by NCC **ACTION** The Clerk will contact the County Cllr for a contact for a contractor to quote for this work.
- iii. **Sam update** Cllr Hudson provided a report on the SAM.

11: To consider the date of the next Parish Council meeting: The next meeting will be on 12th March 2019 commencing at 7.30pm at the Pennoyer Centre, the village sign working group will meet at 7pm prior to the meeting.

The meeting closed at 9.38 pm

Signed:

Date:.....