

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, 11th June 2019 at 7.30 pm.

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

Attendance: County/District Cllr Wilby, the Clerk and Anne Cleveland, Chair of the Pennoyers Trustees, were also present.

- 1: **To consider accepting apologies for absence:** Apologies were accepted from Cllrs Langshaw and West.
- 2: **To consider declarations of Interest:** Councillors have completed declaration of interests, details available on the parish website. No further interest declared on matters for consideration.
- 3: **To approve minutes of the last meeting 15th May 2019:** The minutes for the May Annual parish council meeting were signed by the Chairman as a correct record.
- 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
 - b) **Village Sign/notice boards and street furniture:** The second planter has been completed for Norwich Road, the village sign refurbishment is ongoing, the road direction signs and notice board refurbishment projects will progress during the Summer.
 - c) **Cil improvement project:** ongoing
 - d) **Grass cutting contract:** The grass cutting contractor has apologised for the delay in commencing the contract, the area has now been re cut, tidied and the ditch has been trimmed back FOC in compensation for the inconvenience, caused by the delay.
 - e) **Conservation area review:** The conservation area appraisal will take place in July, notices will be displayed and a consultation will take place at the Pennoyer Centre on the 9th July, with the Heritage Officer attending the parish meeting in the evening to take questions during the open forum.
- 5: **To receive the Chairman's Report:**

The Chairman noted with sympathy the sad passing of the former Councillor and Alderman John Halliday. John was Councillor for Beckvale Ward, which includes the Pulhams, from 1995-2007. Councillors acknowledged that he was a valued Councillor during his membership and as Chairman of the Parish Council. Particular note was made to his knowledge on planning matters and on his photography skills, with several pictures of the village still being currently used.

The Chairman reported on the Open Gardens event of 8/9th June, thanked all those who took part and the volunteers from the Church and Pennoyer Centre.

Thanks, were also noted for Cllr Albon, who has now completed a second planter at the west end of the village and to the parishioner who will be assisting with its regular maintenance.
- 6: **To receive the County and District Councillor's Reports:**

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

District Cllr Hudson reported on district council matters; updating council on the recent community awards <https://www.south-norfolk.gov.uk/south-norfolk-community-awards> and the Hempnall crossroads that are

now under construction. Cllr Hudson advised that 'South Norfolk on Show' will be taking place on Sunday 30th June 11 am – 4pm at the District Council Offices in Long Stratton. Norfolk Police public meeting on Monday, 17th June 7pm-9pm at Diss Youth and Community Centre and the South Norfolk 10k run scheduled for 24th November in Wymondham.

7: The public forum

Anne Cleveland outlined details of the R34 Airship Centenary Celebration scheduled for the 13th/14th July. The Council are happy to work with the trustees, including the unveiling of the refurbished village sign on the Saturday and allowing the use of south green as part of an international shared activity with a scaled outline of a R34 in the grassed area. Council will include consideration of a financial contribution towards the event on the July agenda.

8: Items for Discussion/Ratification:

2019/0761 1 West View - Approved with conditions

2019/0774 Crossingford Barn – Approved with conditions

2019/0802 Grange Farm – Approval requested

2019/0910 Barn at Kemps Field – Approval requested

New Applications

2019/0983 & 4 North Green Farm, North Green Rd, 2 Storey extension

2019/1001 Rookery Farm, South Green, replace windows/doors. Work to roof, north, south and west elevations

2019/1034 Grange Farm, North Green Rd, outdoor riding arena

New applications were circulated to the planning committee prior to the meeting, no objections were raised or received from parishioners, requests to approve were submitted. All decisions were ratified by council.

2019/1051 Upper Vaunces Farm, proposed agricultural building – Prior approval not required

- **To ratify the cost of play area inspection scheduled for June** Cllr McDaniel proposed £68.50 + vat for Rospa inspection of 5 play equipment items, plus £3.50+ vat for 3 addition items, this was seconded by Cllr Ellam and unanimously agreed.
- **To ratify insurance renewal** the annual insurance renewal is year 2 of a 3- year agreement, Cllr Ellam proposed acceptance of the increase premium of £50.93 to cover additional play equipment, this was seconded by Cllr Clarke and unanimously agreed, the total renewal premium with Inspire is £668.07
- **To ratify domain, renew for parish website** Cllr Burridge proposed £11.99 to renew domain name for a further year, this was seconded by Cllr McDaniel and unanimously agreed.
- **To consider/adopt risk management policy** Council considered the updated risk management policy prepared by the Clerk, Cllr Burridge proposed adoption, this was seconded by Cllr Scanlan and unanimously agreed. The policy will be available on the parish website, and will be reviewed in 3 years, or sooner if required.
- **To consider revised asset register** council received the revised asset register prepared by the Clerk, to reflect current value of assets. This document will be available on the parish website.

9: Accounts:

Presentation of the income and expenditure for June – Cllr Ellam signed and Cllr Clarke countersigned the receipts and payments, the accounts were unanimously agreed. The balance on the account will be £53,793.66 following the following transactions;

A cheque was raised for £96.99 to refund Cllr Albon for materials purchased to construct the second village planter, this transaction will be included in the July accounts.

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ACCOUNTS : MONTH : June

INCOME:	Amount	Description
	£0.00	0
	£0.00	0
	£0.00	0
TOTAL INCOME	£0.00	

Cheques to be paid:

EXPENDITURE:	Gross	VAT	Net	Description
NALC	193.77	-	193.77	Annual subscription
PH Newby	618.00	103.00	515.00	Hedge Cutting
Came & Co	668.07	-	668.07	Insurance
Cancelled	-	-	-	0
Norse Eastern Ltd	811.34	135.22	676.12	Grass Cutting 1/2 year payment
HMRC	301.60	-	301.60	PAYE
The Pennoyer Centre	4,250.00	-	4,250.00	Community Contribution
L Shulver	685.05	-	685.05	Salary and Parish Admin
BT	21.49	3.58	17.91	Phone.internet to 23/6/19
Eon	54.16	2.58	51.58	Streetlighting May
TOTAL EXPENDITURE	£7,603.48	£244.38	£7,359.10	£7,603.48

10: Other Reports:

- i. **Sports & Recreation Committee** No further report.
- ii. **Tree & Footpath Wardens** details will be forwarded to Cllr West on the overgrown condition of the footpath from Station Road to Semere Lane
- iii. **Sam update** Report was provided by Cllr Hudson on data collected from the SAM

11: To consider the date of the next Parish Council meeting: The next meeting will be held at the Pennoyer Centre on 9th July, commencing at 7.30pm. Apologies were received from Cllr McDaniel and Burrridge

The meeting closed at 8.30 pm

Signed:

Date:.....