

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 February 2020 at 7.30 pm.

Present Cllrs Hudson, Ellam, Clarke, Langshaw, Burridge, Albon and Scanlan.

Attendance the Clerk

- 1: To consider accepting apologies for absence:** Apologies were accepted from Cllrs McDaniel, West and District/County Cllr Wilby
- 2: To consider declarations of Interest:** On-going declaration of interest were received.
Cllr Scanlan (Cranford Garden Maintenance) submitted a declaration of interest on consideration of village maintenance.
- 3: To approve minutes of the last meeting 14th January 2020:** The minutes for the January parish council meeting were received by Council and signed by the Chairman as a correct record.
- 4: To discuss matters arising from the minutes of the last meeting – for information only:**

Parish website: All news items and records have been updated on the parish website. The Clerk is procuring a second quotation for updating and improving the site.

Village (finger post) Signs: Included in items for consideration.

Cil improvement projects: Included in items for consideration.

Playground and Village Maintenance: Included in items for consideration.

- 5: To receive the Chairman's Report:**
- 6: To receive the County and District Councillor's Reports:**

The Chairman/District Cllr Hudson reported on impact of the recent storm. UK power network offer an update service for customers who are experiencing power cuts.

<https://www.ukpowernetworks.co.uk/power-cut/text-updates?noAddressFound=true>

The District Councillor updated council on;

Greater Norwich Local Plan Road Shows, at Harleston Library, 28/2/20, 2 – 6.30pm and Diss, Corn Hall, 3/3/20, 2 – 8pm Further details are available at

<https://www.greaternorwichgrowth.org.uk/planning/greater-norwich-local-plan/>

The current stage of the consultation on the division boundaries for Norfolk County Council has been extended to 24/3/2020, further details are available at

<https://consultation.lgbce.org.uk/node/18494>

South Norfolk on Show has been scheduled for 5/7/2020.

County Cllr Wilby submitted a report – this is available on the parish web site.

7: The public forum

No public attended the meeting, a public forum was not required

8: Items for Discussion/Ratification:

2019/2473 Harold Cottage -Demolition of asbestos Garage and Shed and erection of Cart Shed –
Approved with conditions

Kings Head PUR/3240803 & PUR/324946 listed building purchase notices have been denied by the Secretary of State.

No New applications

- **Update and consider ongoing CIL projects.** The installation of the new kissing gates is due to commence within the next 2 weeks. Council discussed the demolition of the delapidated pavilion at South Green. The Community Infrastructure Funding (CIL) will be used for the hire of skips and remedial work but it is anticipated that volunteers will carry out the work required and therefore minimize total expenditure. The Clerk will prepare an update on current expenditure on CIL projects and Council will discuss new projects at the April meeting.
- **Update of ongoing playground and village maintenance** No tenders have been received for the current ground maintenance contract for the playground and village maintenance. The Clerk will advertise and continue to procure quotations for this work.
- **Consideration of work required at the allotments (Cllr Scanlan declared an interest and withdrew from the meeting)** Cllr BurrIDGE proposed paying Cranford Garden Maintenance ½ days work, at £15 pa, to clear the 2 overgrown allotment plots, this was seconded by Cllr Ellam and unanimously agreed. the
- **Ratification of the refurbishment of the two village sign/finger posts** Council received quotation for work required, Cllr Clarke proposed up to £1,000.00 to refurbish the village signs, this was seconded by Cllr Langshaw and unanimously agreed.
- **To consider amendments to the Clerks contract of employment** Amendments required to update the Clerks contract of employment to comply with current legislation had been circulated to council, Cllr BurrIDGE proposed acceptance of amendments, this was seconded by Cllr Albon and unanimously agreed.
- **To consider the GNLP** Council received and noted correspondence on Greater, Norwich Local Plan. Details are available on the parish noticeboard in the village and the parish website.
- **To review/adopt amendments to the PSM complaints policy** A copy of the updated PSM complaints policy had been circulated to council. Cllr Langshaw proposed adoption of the updated document, this was seconded by Cllr Clarke and unanimously agreed.
- **Rescheduling the March Parish Meeting and setting the Annual Parish Meeting** The Clerk will be unavailable for the March meeting, if required an emergency meeting will be held on the 3rd March 2020 but if no business is required Council ratified moving the next Parish Meeting to 14th April 2020. Council ratified, scheduling the Annual Council Meeting for 7pm on 5th May 2020, to be followed by the Annual Parish Council Meeting at 7.30pm
- **To confirm criteria is in place to submit Local Council Award Scheme – Foundation, application** The Local Council Award, working group have appraised the Councils application for foundation level. Council ratified the required criteria has been met to submit the application. This motion was proposed by Cllr Albon, seconded by Cllr Scanlan and unanimously agreed. The Clerk will notify the local accreditation panel Co Ordinator and submit the required documents

Presentation of the income and expenditure for February – Cllr Ellam sign and Cllr BurrIDGE countersigned the receipts and payments; the accounts were unanimously agreed. The balance on the account will be £48,545.11 after the following transactions;

PULHAM ST MARY PARISH COUNCIL				
ACCOUNTS : MONTH : Feb				
INCOME:	Amount	Description		
Allotment Plot 6	£29.36	Rent 2020/21		
TOTAL INCOME	£29.36			
Cheques to be paid:				
EXPENDITURE:	£294.24	VAT	Net	Description
BT	11.76	1.96	9.80	Phone call/internet - inc adj o/chg l/re
Eon	54.16	2.58	51.58	Street lighting January
Nalc	60.00	10.00	50.00	Reg Fee - LC Awards Scheme
Cranford GardenMaintenance	30.00	-	30.00	Playground/Village Maintenance
L Shulver	446.82	-	446.82	Clerks Salary/Parish Admin
	-	36.64	- 36.64	Adj Vat BT Line rental
TOTAL EXPENDITURE	£602.74	£51.18	£551.56	£602.74

10: Other Reports:

- i. **Sports & Recreation Committee** No further report.
- ii. **Tree & Footpath Wardens** Cllrs Albon and Scanlan will attend the parish paths seminar on 28th February, and provide a report at a future meeting.
- iii. **Sam update** Report received on data provided

11: To consider the date of the next Parish Council meeting: The next meeting will be held at the Pennoyer Centre on 14th April 2020, commencing at 7.30pm. (if business is required and emergency meeting will be called on the 3rd March 2020)

The Annual Council Meeting will be held on 5th May 2020, at 7.00pm, followed by the Annual Parish Council Meeting at 7.30pm

The meeting closed at 8.50 pm

Signed:

Date:.....