

PULHAM ST MARY PARISH COUNCIL



Clerk to Parish Council

Lisa Shulver
59d High Road
Wortwell
Harleston
Norfolk
IP20 0HA

☎: 01986 7880/48

✉: pulhamstmary.pc@outlook.com

www.pulhamstmarypc.org.uk

Minutes of the Parish Council Meeting held by Zoom, on Tuesday, 8th September 2020 at 7.30 pm.

Attendance Cllrs Hudson, attending as Chairman and District Cllr, Cllr Albon, Langshaw, Scanlan, Ellam & Clarke. The Clerk and District/County Cllr Wilby were also in attendance.

- 1: **Welcome and to consider accepting apologies for absence:** Chairman welcomed Council apologies were accepted for Cllrs McDaniel, Burr ridge & West.
- 2: **To consider declarations of Interest:** On-going declaration of interest were received.
- 3: **To approve minutes of the last meeting 14th July 2020** The minutes were received; these will be 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 new items, statutory records and an accessibility statement have been updated on the parish website. Work is continuing on the upgrade.
 - Village & CIL Projects:** The new dog bin for Station Road has been received and will be installed. The South Green pavilion project remains pending.
- 5: **To receive the Chairman's Report:** The Chairman reported on recent accidents on the Harleston Road. Council will include on a future agenda to consider representation to highways. A highway defect report will be submitted on the condition of the road from Garlic Lane.
The Chairman was pleased to report on the re-opening of the Pennoyer Centre and their participation in the governments 'eat out to help out' initiative.
- 6: **To receive the County and District Councillor's Reports:**
 - District / County Cllr Wilby**
Advised that the Harleston Road is being considered for safety checks and improvement. Norfolk is now receiving enhanced central government support following the increase in Covid cases. The County Councillor was pleased to the Library re opening and the schools being able to resume from September. He also reported that the Sails have now been put back on the Billingford windmill.
 - District Cllr Hudson**
Reminded Councillors to complete and promote South Norfolk Council consultation, with local residents, on the changes that have been made to road layout and open spaces in Harleston.
<https://www.smartsurvey.co.uk/s/HarlestonSurvey/>
South Norfolk Council have introduced Solar Together Norfolk and registration is open until 22 Oct 2020 <https://www.south-norfolk.gov.uk/residents/housing/solar-together-norfolk>

7: The public forum

No public were in attendance. The Clerk has received a request to provide information on how public can participate in meetings, while they are being held remotely. The Clerk will include instruction on the parish website.

8: Items for discussion and ratification

➤ Ongoing and new planning application

Appeal to the refusal of 2019/1568 - Pending

2020/1490 & 2020/1502 Crossingford Lodge, Doctors Lane – Considered by Council, no objections raised, request to consider for approval will be submitted

2020/1049 Stewart House, North Green Road - Considered by Council, no objections raised, request to consider for approval will be submitted

- **To consider the parish website** Ongoing, draft will be circulated and this item will be moved to the October meeting.
- **To ratify amendment to renewal of electricity contract to the pavillion** Cllr Langshaw proposed a 4 year contract with EDF, fixed at 25p per day standing charge and tariff rates of 17.5p and 16.08p, this was seconded by Cllr Scanlan and unanimously agreed.
- **To receive annual report and accounts from Pulham St Mary Town Estate and William Pennoyer for the Poor** Council received copy; details will be updated on the parish council website.
- **To receive SNC Draft Licensing Policy** Council received copy; No comment required.
- **To received Consultation on Norwich Western Link Local Access** Council received copy; No response comment at this time.
- **To ratify additional grounds maintenance – Ditch Station Road & hedge/overhanging branches inside playground** Cllr Ellam proposes the expenditure of £180 + vat for the clearing of the ditch and £60 + vat for inside hedge work at the playground, this was seconded by Cllr Langshaw and unanimously agreed.
- **To ratify cost to replace bin, North Green Rd, outside playground/pond** Cllr Hudson proposed £173.53 + vat to replace the damage bin, this was seconded by Cllr Albon and unanimously agreea

9: Annual Audit 2019/20

The Annual external audit has been completed, detail of the full audit are available on the website and a copy of the conclusion is posted on the parish notice board

Presentation of income and expenditure for August and September – Cllr Hudson proposed receiving the accounts as presented, for August and September this was seconded by Cllr Albon and unanimously agreed.

Cllrs Ellam and Clarke will approve the payments. The balance following presentation of the following receipts and payments will be £44,618.31

PULHAM ST MARY PARISH COUNCIL				
ACCOUNTS : MONTH : Aug & Sept				
INCOME:	Amount	Description		
TOTAL INCOME	£0.00			
Cheques to be paid:				
EXPENDITURE:	Gross	VAT	Net	Description
Playsafety Ltd	94.80	15.80	79.00	Playground Inspection
BT	18.50	3.08	15.42	BB & Calls to 23/8/20
Eon	54.16	2.58	51.58	Streetlights July 20
Eon	19.26	0.92	18.34	Pavillion Supply
PKF Littlejohn LLP	240.00	40.00	200.00	External Audit
L Shulver	468.15	-	468.15	Clerks Salary/Parish Admin Aug
L Shulver	564.48	-	438.60	Clerks Salary/Parish Admin Sept
		20.98	104.90	Heart Internet Web Hosting
HMRC	295.40	-	295.40	PAYE Months 4, 5 and 6
TOTAL EXPENDITURE	£1,754.75	£83.36	£1,671.39	£1,754.75

10: Other Reports:

- i. **Sports & Recreation Committee**
The Clerk and the Sports and Recreation Committee will meet to review North Green play area improvements.
- ii. **Tree & Footpath Wardens** The tree stakes will be installed end of September and a report was received from the footpath warden.
- iii. **Sam update** Report provided by Cllr Hudson

11: To consider the date of the next Parish Council meeting: The next Meeting will be held by Zoom on 13th October 2020

The meeting closed at 20.30

Signed:

Date: