

Pulham St Mary Parish Council

Clerk to the Parish Council

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Minutes of the Parish Council Meeting held by Zoom, on Tuesday 9th March 2021 at 7.30 pm.

Present: Cllrs Hudson (Chairman and District Cllr) Cllr Albon, Ellam, Langshaw, Scanlan, Clarke & McDaniel. The Clerk and County Cllr Wilby were also in attendance and 1 member of the public joined the meeting for the public forum.

1. Welcome, consideration of apologies and reasons for absence.

The Chairman welcomed Council and apologies were accepted from Cllr Burrige and West.

2. To consider declaration of interests and dispensation by Councillors.

Cllrs Hudson, Ellam and McDaniel noted interest in matters relating to the flooding in December.

3. To approve minutes of the last meetings of 9th February 2021.

The minutes of 9th February 2021 were ratified as a true record of the meeting and a copy will be signed by the Chairman.

4. To discuss matters arising from the last meeting – for information only.

Parish Website.

New items and statutory records have been updated on the Parish Council website.

Village and CIL Projects.

Current projects at North and South Green remain pending.

Kings Head.

Awaiting confirmation from the LPA, on date for the purchase notice hearing.

Response on flooding December 2020.

Moved to public forum

5. To receive the Chairman's Report.

The Chairman noted progress on the cleaning of the drain water gully's by Norfolk County Council and the installation of the infrastructure project being completed by County Broadband. Four Councillors and the Clerk will be attending an overview of the project being remotely delivered by County Broadband on the 11th March. A report will be provided at the April meeting.

6. To receive County & District Councillors Reports.

County Cllr Wilby delivered his report (available on the parish website). Cllr Hudson confirmed he is currently in dialog with Norfolk County Council on their current investigation on repairs to the bridge on Harleston Road.

District Cllr Hudson confirmed a £5 council tax increase has been approved by the District Council for 21/22. He updated Council on the Covid surge testing in Diss/Scole and ongoing roll out of surge testing in the wider area.

He reported on South Norfolk Councils commercial enterprise at Norwich Research Park, supporting business and research growth in the area. The Brown Bin collection has now resumed normal service and the Help Hub continues to offer support to members of the community experiencing hardship or looking for advice, on 01508 533933.

The County Cllr left the meeting.

7. Public forum

Council agreed to move the public forum, pending the arrival of a member of the public

8. Items for discussion and ratification

• Current Planning Applications

2020/1865 Upper Vaunces Farm – Awaiting response from the LPA .

2020/2302, 2021/44 and 2021/0128 Garlic Farm – Request submitted to consider for approval

• New Applications

No new applications

• To consider approval of the revised PSM Standing Orders and PSM Financial regulations

The PSM Standing Orders have been updated to include amendments made in 2020 to the Model Orders and both the PSM Standing Orders and PSM Financial Regulations have been updated to comply with accessibility regulations. Cllr Langshaw proposed adopting both documents, this was seconded by Cllr Albon and was unanimously agreed. **ACTION** The documents will be available on the parish website.

• To consider report from the Footpath Warden/Village maintenance

Cllr Scanlan provided a report on damage/deterioration to street furniture and landscape throughout the village. He advised he would continue to report verge damage and street signs obscured by overgrown hedges to Highways. The Clerk has submitted a request to replace the unreadable street sign in Mill Lane to Communities at South Norfolk Council **ACTION** The Clerk will contact BT to highlight damage caused by company vehicles to the verge near the exchange box. Cleaning of the Pond area in North Green will be added to the Parish Plan for Early summer 2021. Cllr McDaniel will procure a quote for repair or replacement of the planter in the village centre. Cllr Scanlan proposed requesting the landowner replace both handrails on the slope, located on Crossingford/Railway footpath, this was seconded by Cllr Langshaw and unanimously agreed. **ACTION** The Clerk will contact the landowner.

The meeting was closed temporarily for the public forum

Mr Thompson provided an update on correspondence received from LLFA in response to the survey in the village following the floods in December 2020. Landowners are being contacted, the LLFA are providing notice of repair work/improvements that need to be completed and offering assistance if required. Cllrs Hudson, McDaniel and Ellam reported on the visit by the LLFA to the village on the 12th February 2021. Cllr Hudson has provided a copy of drone footage to the Authority, showing the extent of the flooding and highlighting pinch points along the beck, at the bridges and the Anglian Water plant. **ACTION** The Clerk will contact Anglian Water for a report on actions following the flooding. Cllr Hudson is in dialog with the Local Drainage Board, pursuing information on when the next routine dredging will take place along the Beck. *The Meeting resumed*

• To consider outstanding items on the 2020/21 Action Plan and agree the Plan for 2021/22

Outstanding items - The Clerks Appraisal with Cllr Hudson and Albon will be scheduled in the coming month. Some Councillors will be attending the planning enforcement training 17th March 2021. **ACTION** The Clerk will contact SNC on availability of Skill Gate training and will circulate current training opportunities to Council.

2021/22 – The Clearing of the pond area and proposed litter pick was added to the Action Plan and approved by Council. **ACTION** details will be available on the parish website.

- **To consider recommendations for repairs to streetlight defects**
Cllr Hudson proposed the expenditure of £167.60 plus VAT to repair streetlight defects, this was seconded by Cllr Ellam and unanimously agreed. **ACTION** The Clerk will instruct the contractor.
- **To consider quotes for maintenance recommended on the 2020 Rospa report.**
Moved to April meeting.
- **To consider renewal of Grass Maintenance contract.**
Council agreed they were happy with the service provided by the current contractor. Cllr Hudson proposed acceptance of a 5 year contract at a fixed 5% uplift on current prices, this was seconded by Cllr Langshaw and unanimously agreed. **ACTION** The Clerk will notify the contractor.

9. Presentation of income and expenditure for March 2021

Cllr Ellam proposed receiving the accounts for March, this was seconded by Cllr Clarke and unanimously agreed. The balance following presentation of the following receipts and payments entered in the accounts for March will be £47,763.82

Income

Allotment rent payments for plots 5 - £28.93

Expenditure

BT, Parish internet and calls to 23/3/21 - £18.50

TT Jones, Electrical EIC Cert/Inspection - £415.80

Streetlight Contract Jan, Feb & March 2021 - £47.26

HMRC, PAYE 4th Quarter payment - £313.00

L Shulver, Clerks Salary and admin - £457.75

Ace Parts, Sand bags - £32.90

Mcfee, Virus Protection - £89.99

ACTION the Clerk will raise bank transfers required, to be approved by Cllr Ellam.

10. To receive other reports.

Sports and Recreation Committee.

No further report

Tree and Footpath Wardens.

The Tree warden will resume work on the trees at South Green.

SAM.

A report was provided on current location of the SAM. An Invoice for the replacement battery will be submitted for payment.

11. To consider the date of next meeting

The Annual Parish Meeting will be held by Zoom on 13th April 2021, commencing at 7.30pm and will be followed by the April Parish Meeting.

Meeting Closed at 21.25

Signed

Date.....