

Pulham St Mary Parish Council

Clerk to the Parish Council
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Minutes of the Parish Council Meeting held at The Pennoyer Centre, on Tuesday 8th June 2021, commenced at 7.30pm

Present: Cllrs Scanlan (Chair) Cllr Clarke & Ellam. Cllr Langshaw joined during the meeting.

The Clerk was also in attendance.

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

The Chairman welcomed Council and apologies were accepted from Cllr Burridge, West and McDaniel. District Cllr Hudson and County Cllr Wilby. Cllr Langshaw provided notice of late arrival.

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

Cllr Langshaw declared an interest in SN Village Cluster allocation for housing.

3. To approve minutes of the last meetings of 4th May 2021.

The minutes of 4th May 2021 were ratified as a true record of the meeting and a copy signed by the Chairman.

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

Parish Website.

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

Village and CIL Maintenance and Projects.

Current projects at North and South Green remain pending or to be discussed in matters for consideration.

Ongoing response to the flooding, December 2020.

Reports received from Anglian Water and a parishioner have been received and circulated to Council.

Improvements to pond area

Meeting organised with Saffron Community Foundation 9th June 2021.

Kings Head

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

5. To receive the Chairman's Report.

The Chairman identified two areas of community involvement he would like the Parish Council to prioritise during the coming year.

In line with the Council's commitment to the Armed Forces Covenant, he would like Council to work collaboratively with the PPC/Church to commemorate Remembrance Sunday.

He would like Council to promote and support the organisation of a village family event. Council agreed the Queens Jubilee would provide an opportunity to offer an event during 2022.

Action the Clerk will contact the PCC and Pennoyers Trustees.

6. To receive County & District Councillors Reports.

The County Cllr provided a report. (Attached)

District Cllr Hudson provided an update/report on the SN Village Cluster Housing Allocations Draft Plan. The Consultation commenced on 7th June and runs until the 2nd August 2021. Details are provided on the Parish website and www.southnorfolkandbroadland.gov.uk/emerging-local-plan/south-norfolk-village-clusters-housing-allocations-plan

7. Public forum

No public were present.

8. Items for discussion and ratification

• Current Planning Applications

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

2021/0841 Post Office Stores – Request to consider refusal pending further information

2021/0853 Norwich Road – Request to consider approval

New Applications

• To confirm adequate protocol followed to ratify decisions made April 2020 – May 2021 during remote meetings

Council agreed adequate provision was adhered to, to ratify decisions made during remote meetings.

• To consider co-option to fill current casual vacancies

No applications received

• To consider appointment of Armed Forces Champion to work with and make representation the Council

Council agreed to appoint Mr D Cave as Armed Forces Champion.

• To ratify expenditure for Chairman Training

Cllr Ellam proposed £40.00 plus vat for training expenditure, seconded by Cllr Clarke and this was unanimously agreed

• To consider PSM Emergency Plan

Council considered the current plan, approved in 2018. Recent events have highlighted areas for improvement. Council agreed a document should be available to sign post individuals to help available **Action** the Clerk will prepare a draft document. A working party will assist to populate information/contact details required.

• To consider requirements for additional street furniture/assets

Council considered the asset register and agreed current assets meet requirements. The Bench in the playground has been damaged and repair work should be considered as this item was donated to the parish. **Action** the Clerk will procure cost to repair.

• To consider quotes for Village Maintenance – Planter, Install waste Bin.

Cllr Ellam proposed £50 - £70 to site the new waste bin in North Green and £180 for materials to replace planter in the village walkway from the street to North Green Rd. This was seconded by Cllr Clarke and unanimously agreed. The Contractor has offered to construct the planter free of charge **Action** the Clerk will instruct the contractor and thank him.

• To consider tree report North Green Road

Moved to July meeting

● **To consider comment on SN Village Cluster allocation for housing – REG 18 consideration.**

South Norfolk Council is consulting on its draft Village Cluster Allocation Plan from 7th June – 2 August 2021. Posters and links are available around the village, on the parish website and face book page. The preferred site within Pulham St Mary is SN1052REV land at Norwich Road and a further shortlisted site SN1027 Land east of Goldsmith Way. **Action** the Clerk will locate an area within the village to put up maps of the sites and invite parishioners to forward comments based on planning grounds for consideration by Council. Council agreed to consider public opinion prior to submitting comment before the 2nd August.

9. Presentation of income and expenditure for June 2021

Cllr Langshaw proposed receiving the accounts for June, this was seconded by Cllr Clarke and unanimously agreed. The balance following presentation of the following receipts and payments entered in the accounts for will be £51,743.29

Income

HMRC Vat refund for 2020/21 - £1,595.80

Expenditure

Excite Solutions Ltd, Topsoil and surface repair at Playground - £516.00

Eon, Streetlighting April - £52.42

ICO, Registration Certificate - £35.00

Ulric, PC upgrade - £145.00 (under approved budget)

BHIB Annual Insurance with AVIVA - £733.45 (preferential quote procured under approved budget)

BT, Parish internet and calls to 23/6/21 - £18.92

Excite Solutions Ltd, 2 x cuts May - £444.24

Norfolk ALC, Chairman Training - £48.00

NPFA, Playing Field Association Membership - £20.00

The Pennoyer Centre, contribution towards community provision £4,250.00

L Shulver, Salary and Admin - £451.05

123Reg Ltd, Domain renewal - £14.39

Health and Safety Signs - £8.82

HMRC, PAYE Months 1 – 3 -£321.80

Eon, Streetlighting May - £54.16

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.

Cllr Scanlan advised that because his current work commitments he is no longer able to give sufficient time to the role of Footpath Warden. Action the Clerk will draft a notice, asking parishioners using the footpaths to forward concerns to her and she will notify NCC.

SAM.

No further update

Armed Forces Champion.

No further update

11. To consider the date of next meeting

The July meeting will be held at the Pennoyer Centre on Tuesday the 13th July 2021, commencing at 7.30pm

Meeting Closed at 20.47

Signed

Date.....