

Pulham St Mary Parish Council

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Minutes of the Parish Council Meeting held at the Pennoyer Centre, on Tuesday 12th October 2021, commenced at 7.30pm

Present: Cllrs Scanlan (Chair), Cllr Clarke (Vice Chair), Cllr Ellam, Langshaw and Yaxley. The Clerk, County Cllr Wilby, Vic Freeman, the footpath warden, Anne Cleveland, Chair of the Pennoyers Trustees and a parish volunteer TS were also in attendance.

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

The Chairman welcomed Council and advised that Cllr West had submitted his resignation because of work commitments. The Clerk will provide notice to Electoral Services to formally advertise this current vacancy.

Apologies were accepted from Cllr Burridge and McDaniel.

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

No additional declaration of interests received on matters for consideration.

3. To approve minutes of the last meetings of 14th Sept 2021.

The minutes of 14th Sept 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/CIL Maintenance and Projects.

The hedge in front of the post office has now been cut back by volunteers **ACTION** The Clerk will thank volunteers and recommendations for additional required will be included on the November agenda.

NCC Highways have cutback the overhanging trees on the Rushall Road. The brambles by the salt bin, the hedge in Norwich Road and grass splays in Poppys Lane will be included in the next round of annual verge cutting, but a date for completion has not yet been provided.

Saffron Housing will attend and remove the fallen tree and fly tipped items from the pond in North Green Rd on the 18th October and a contractor has been engaged to remove deadwood from trees on the playground perimeter, commencing 3rd December.

Council requested that the Pavilion at South Green is put on the agenda for November, to reconsider cost to remove.

Community Emergency Plan.

The clerk has had a positive response from volunteers on the Community Emergency Plan. This project should be completed this month but anyone wishing to volunteer services or equipment for use in an emergency, can still contact the Clerk.

Kings Head

The Clerk has again contacted the LPA lead for an update and details on when the demolished chimney stack will be replaced. No response has been received **ACTION** The Clerk will request District Cllr Hudson's assistance on this matter.

Ongoing response to the flooding, December 2020.

Ms C Hickley from Anglian Water has advised that she will attend the November Parish Council Meeting to discuss impact of flooding during the winter of 2020.

5. To receive the Chairman's Report.

The Chairman reported there has been a reduction in ASB within the village. He advised that he has put up additional 'no dog fouling' signs around the village and he reported several damaged street signs **ACTION** the Clerk will report signs to the District Council.

The Chairman provided a general update on village matters and requested consideration is given to running a village survey to help identify what priorities council may be able to assist with. **ACTION** Consideration of forming a working party to deliver a village survey will be included on the November agenda.

A Parishioner has offered to make bird boxes, for install around the village **ACTION** The Clerk will liaise and include on the November agenda.

6. To receive County & District Councillors Reports.

The County Cllr provided a report. (Attached)

7. Public forum

The meeting was adjourned for the public forum

Council received correspondence on the impact of overhanging trees and hedges to public transport through local villages, Council agreed bus routes through Pulham St Mary are being kept clear.

A report was received from Anne Cleveland, Chair of the Pennoyers Trustees. (Attached) Council noted thanks for all the hard work of the Trustees, Staff and Volunteers at Pennoyers, helping to provide a great asset for the village.

County Cllr Wilby and Anne Cleveland left the meeting and the meeting was readjourned.

8. Items for discussion and ratification

• Current Planning Applications

2020/1865 Upper Vaunces Farm – Decided EIA required

2021/0841 Post Office Stores – Approved with conditions

2021/1498 – Foot path order FP10 – Considered at the January meeting, no objection raised.

2021/1441 Stewart House – Installation of window and render west elevation – Approved with conditions

2021/1902 Springfields Station – Change of use mixed use light industrial/storage to light industrial – council considered and a request to consider approval with condition that all metal cutting will be off site.

2021/1978 & 1979 Boundary Farm, Garlic Street – Single storey rear glazed garden room – submitted request to consider for approval.

2021/1980 Lynford, North Green Road – Remove and replace two first floor and one second floor window – submitted request to consider for approval.

No New Applications

• To consider defibrillator training at Pulham Market

Defibrillator training has been booked for Thursday 25th November, at 7.30pm, in the Memorial Hall, Pulham Market. Jim Whiteside will be providing instructions on how to use a defibrillator and related issues. This event is open to Councillors and Parishioners.

- **To consider rent and charges to allotment tenants.**

Council considered a report on predicted income and expenditure for the allotments during 2021/22. Cllr Ellam proposed keeping the allotment rent at £28.00 for 2022/23 period. The water charge for this period will be £3.44. This was seconded by Cllr Clarke and unanimously agreed. ACTION The Clerk will send out Invoices for 2021/22 rent and notify tenants' of 2022/23 rent.

- **To ratify clerks audit training**

Cllr Langshaw proposed expenditure of £49.00 for audit training for the Clerk, this was seconded by Cllr Ellam and unanimously agreed.

- **To ratify expenditure on survey for parish trees**

Moved to November meeting as quote not yet available

- **To consider request from PCC.**

Council considered correspondence from PCC on work required to the Church and in the Churchyard. ACTION Council requested the Clerk discussed with the PCC, the Councils intention to consider refurbishment of the War Memorial and surrounding areas and to advise that further consideration of the PCCs request will be included when council set the budget for 2022/23.

- **To further consider damage to and replacement of bench at North Green Playpark**

The Clerk provided additional information on vandal proof, metal/concrete benches, due to recent vandalism in the area. Council requested this matter moved to the November meeting to allow further consideration.

- **To further consider refurbishment of the war memorial and improvements to surrounding area**

moved to November meeting, pending receipt of additional quotes.

- **To further consider install of additional dog bin in Kemps Road.**

Council agreed to continue to monitor but not to install an additional dog bin in Kemps Road. New signs have been installed to deter dog waste being abandoned in the area and there are bins within reasonable walking distance.

9. **Presentation of income and expenditure for Oct 21**

Cllr Clarke proposed receiving the accounts for October, this was seconded by Cllr Langshaw and unanimously agreed. The balance following presentation of the following receipts and payments entered in the accounts for will be £58,339.45

Income

SNC 2nd Precept payment £12,615.79

Expenditure

BT, Broadband and call package to 23/10/21 £18.92

NPTS, Internal Audit Training £49.00

HE Dade, Allotment Ground Rent

PSM Village Charities, South Green Rent £400.00

The Pennoyer Centre, Silver Sunday Donation £100.00

Crooks Powerwashing, Cleaning and Painting £180.00

Excite Solutions, GM Aug and Sept £888.48

TT Jones, Streetlight Maintenance £47.26

L Shulver, Salary £429.95

L Shulver, Expenses £25.60

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

10. **To receive other reports.**

Sports and Recreation Committee.

No further report

Footpath Warden.

The footpath warden Vic Freeman provided a detailed report(attached). Council thanked Vic for his work, including, ongoing work on the footpath signs and replacing the broken post on the Norwich Road dog bin.

Tree Warden

Cllr Yaxley undated council on work carried out on re supporting trees at North Green. Cllr Clarke will investigate availability of additional trees and Cllr Yaxley will contact Hilary Hardy/Alexandra Blanchard to enable Council to work collaboratively on the Trees for Life Project.

SAM.

A report was provided by TS on data collated from the SAM over the last year. Council received with thanks, (copy of report attached)

Armed Forces Champion.

A report was received from the Armed Forces Champion, Dan Cave. The first informal coffee morning at the Pennoyer Centre will take place on 29th October at 11am. Preparation is progressing well on the Armistice Day Service at the church on Thursday 11th November

To consider the date of next meeting

The November meeting will be held at the Pennoyer Centre on Tuesday the 9th November 2021, commencing at 7.30pm

Meeting Closed at 21.16

Signed

Date.....

Reports Attached

- MW – County Council Report
- AC – The Pennoyers Centre Report
- VF – Footpath Report
- TS – Sam Report

Congratulations to Sgt Duncan Slater from Scole who was named as the Overall Champion and Against All Odds winner at the recent national Brave Britons awards 2021. He was presented with his award by the Falklands War hero Simon Weston.

A plaque has been commissioned for every parish and town council across Norfolk to recognise the work of communities during the pandemic. In order to highlight the unity displayed by people throughout the COVID 19 crisis, Lady Dannatt, Her Majesty's Lord Lieutenant for Norfolk, has approved the plans. The plaque will use the design skills of Norwich University of the Arts graduate Ruby Douglass and the wording from a team at Norwich's National Centre for Writing. The style of lettering and shape of the plaque was chosen as a visual way to celebrate the community overcoming such a difficult year. The cost of the project has been met by local Norfolk charities and parish and town councils can apply to wellbeing@norfolkALC.gov.uk for their plaque.

Norfolk County Council has agreed to put £70,000 into an online scheme called Crowd Fund Norfolk. Communities would be able to bid for cash from the county council pot to pay half the cost of an environmental scheme, with a maximum grant of £15,000. The initial focus would be on encouraging tree planting and protecting the county's windmills. On tree planting, that could include a single tree on the edge of a sports field, or a small orchard on the boundary of a village. On the windmills, Norfolk has the finest collection of historic wind and water mills and pumps in Britain, 21 of the best examples being conserved by the Norfolk windmills Trust for the nation as a whole.

Fire Safety reminder for Norfolk's Businesses

Many businesses had to close their doors or change their ways of working due to the pandemic. But as they have now reopened business owners and responsible persons must review Fire Risk Assessments to reflect any changes they have made in response to the pandemic in the workplace. It's important that steps are taken to ensure staff are suitably trained, fire equipment is checked and maintained and any covid secure measures do not compromise fire safety. Norfolk Fire and Rescue Service can provide free help, and guidance to help and to minimise the risk of fire in the workplace. You can find out more at [Safety in your business](#)—at Norfolk County Council. Businessowners needing fire safety advice can contact the community fire protection team on 0300123 1669 who will gladly offer support.

At the recent Connected Britain Awards, NCC won the internet of Things (IoT) Award for its Long-range Wide Area Network (LoRaWAN) for sending and receiving low power signals from digital devices and objects. Objects and devices in the LoRaWAN each have built in sensors that capture small packets of data about their status or information from their surroundings and report the information via the network. The technology allows roads to flag up when they need gritting, rubbish bins to say they need to be emptied, rivers to say when the water level is getting close to flooding, and parking spaces to say whether they are empty or occupied. Sensors in the home can help people to keep living independently in their own homes for longer, and much more. It also helps businesses in Norfolk to innovate, develop expertise in this emerging sector and grow.

Finally, it's good to see the new Zebra Crossing in Wilderness Lane.

My next surgery is at HIP on Saturday November 6th at 10am

Best Wishes

Martin

Pennoyers Report

The Pennoyer Centre – Parish Council Update Oct 2021

My last update was in November 2020! So much has happened since then, with our lives being turned upside down by Covid!

Eventually, after opening on and off throughout the winter and spring, with our Takeaway service being a great success, the café opened fully in May 2021. After a slow start, the café has been very busy with many new customers. We have a new format and a new menu with our daily specials being very popular.

We have been able to use the Cultural Grant funding to upgrade the café and equipment and decorate the building inside and out which was much needed after being open for more than 10 years. The new Airship Museum is now open and it tracks Pulham's Airship history through time with a new set of displays and exhibits. We still have work to do, particularly with making our archives accessible online and understanding the full range of records and artefacts which are currently stored at Pennoyers.

By taking advantage of the Job Retention Scheme, LA grants and rates holiday available to small businesses throughout the closures, we have managed to retain our staff and continue to operate the café. All of our staff and volunteers have worked tirelessly to support Pennoyers throughout. With the lifting of restrictions in July, we have gradually re-introduced our regular fundraising events which provide essential funds towards the upkeep of Pennoyers. These events have been slow to get going with numbers restricted and people being nervous about coming out, but numbers are growing and we hope this will continue.

Thank you for supporting Silver Sunday – some said the best one yet! 21 guests (13 from PSM) and 9 volunteers on the day.

Over the next few months we will be running a number of campaigns - to raise funds for Pennoyers through personal giving and legacies; recruiting new volunteers; and promoting Pennoyers as an important asset in this area which needs everyone's support.

Having got into a very good financial position in Spring 2020, with good reserves and good prospects and our best performance since opening, the situation is now very different because of the upheaval and we will have to work very hard and smart to get back on track.

Like many other small businesses and charities, the most difficult times are ahead. With the prospect of increasing costs, reduced income from fundraising and donations and no financial support from Government, the next six months are going to be extremely tough.

PARISH OF PULHAM St MARY, Footpath's

Footpath No. 1 (Bush Green to North Green). **Checked. No issues found**

Footpath No. 2 (North Green to Parish Boundary). **Checked. No issues found.**

Footpath No. 3 (Slipshoe Lane to road leading to North Green) **Checked. No issues found**

Footpath No. 4 (Bush Green to Footpath No. 6). **Rotten Bridge across ditch.**

Footpath No. 5 (Road leading to Bush Green to Footpath No. 9). **Checked. Fingerpost laying on floor. Post Re-sited. (See Pictures)**

Footpath No. 6 (North Green Road to Parish Boundary). **Checked. No issues found**

Footpath No. 7 (North Green Road to Parish Boundary). **Fingerpost Loose**

Footpath No. 8 (North Green Road to Footpath No. 6). **No Finger Post.**

Footpath No. 9 (Kemp's Corner to Footpath No. 13). **Checked. No issues found.**

Footpath No. 10 (Lonely Road to Footpath No. 9). **Checked. No issues found.**

Footpath No. 11 (Kemps Road to Footpath No. 13). **Checked. No issues found.**

Footpath No. 12 Not found

Footpath No. 13 (Road leading to Old Hall to Parish Boundary). **Checked. No issues found.**

Footpath No. 14 (Footpath No. 13 to Parish Boundary). **Checked. No issues found.**

Footpath No. 15 (Village Street to Kemp's Road). **No fingerpost at kemps Road.**

Footpath No. 16 (Kemp's Road to Footpath No. 15). **Checked. No issues,**

Footpath No. 17 (Station Road to Parish Boundary) **Checked. No issues found.**

Footpath No. 18 (Station Road to road leading to Upper Vaucer's Farm). **Checked. No issues found.**

Footpath No. 19 (The Beeches to Doctor's Lane). **Post on floor and rotted. Reported to SNCC (ENQ900194668)**

Footpath No. 20 (Norwich - Harleston Road to Doctor's Lane). **Checked. No issues,**

Footpath No. 21 (South Green to Parish Boundary). **Checked. No issues,**

Footpath No. 22 (South Green to Parish Boundary). **OK to boundary but no bridge across drainage ditch. Reported to SNCC (ENQ9001993859.)**

Footpath No. 23 (Garlic Street to road leading to South Green). **Checked. No issues,**

Footpath No. 24 (Garlic Street to Parish Boundary). **Checked. No issues found**

Footpath No. 25 (Footpath No. 17 to Semere Lane) **Fingerpost loose, requires cementing in.**

Footpath No. 26 (Pulham Market Footpath No. 12 to Footpath No. 17) **Checked. No issues.**

Dog Poo Bin re-sited, Norwich Rd.

Park Bench trip Hazard hammered flat.

No road Sign Candlestick Rd.

Pulham St. Mary SAM October 2020 to September 2021

Month	85th Speed	Avg Speed	Vehicles	Peak AM	Peak PM
Oct-20	33.0	28.6	32,875	08:00 - 09:00	16:30 - 17:30
Nov-20	32.9	28.4	33,113	09:00 - 10:00	16:00 - 17:00
Dec-20	32.6	27.8	37,028	09:00 - 10:00	16:00 - 17:00
Jan-21	38.1	31.4	35,477	08:00 - 09:00	16:30 - 17:30
Feb-21	37.7	31.5	35,619	11:00 - 12:00	16:30 - 17:30
Mar-21	38.3	31.2	53,009	08:00 - 09:00	16:30 - 17:30
Apr-21	37.4	31.4	43,469	07:30 - 08:30	15:30 - 16:30
May-21	35.6	29.1	56,446	08:00 - 09:00	14:30 - 15:30
Jun-21	37.2	31.0	83,123	08:00 - 09:00	15:00 - 16:00
Jul-21	35.2	29.4	31,626	08:00 - 09:00	16:30 - 17:30
Aug-21	35.4	29.5	48,403	10:00 - 11:00	16:30 - 17:30
Sep-21	33.9	28.4	47,217	08:00 - 09:00	15:30 - 16:30

