

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 March 2022, commenced at 7.50pm following the Annual Parish Meeting

Present: Cllrs Scanlan (Chair), Cllr Ellam, Cllr Clarke, Cllr Langshaw, Cllr Andersson-Hewitt, Cllr Yaxley, Cllr McDaniel, Cllr Burrige and Cllr Freeman. The Clerk, District Cllr Hudson.

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

The Chairman welcomed Council and apologies were received by the Clerk, from County Cllr Wilby following the meeting.

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

Cllr Andersson-Hewitt declared interest on matters relating to request from FOPPS and Planning application 2022/0393.

3. To approve minutes of the last meetings of 8th February 2022.

The minutes of 8th February 2022 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 Clerk has booked the second inspection recommended on 2 of the Chestnut Trees for when in leaf. The Conservation/Tree officer has reviewed the current report and will review the second report. Permission will be required for work to be completed.

The internal auditor has been engaged to carry out the 2021/22 internal audit.

The QPJ plaque has been purchased and will be installed, there was an increase in price of £19.35, as a stainless-steel plaque was purchased to match plaques already in situ. Council confirmed the increase, paid under delegated powers of the clerk, was acceptable.

The Sports and Recreation Committee have inspected the pavilion. A working group of volunteers will dismantle and remove when the weather improves. **ACTION** The Clerk will contact an electrician and uk power network for details on a temporary removal of power.

Bee Orchids have been identified and marked on the green in the village centre. The grass cutting contractor will avoid during the early cuts. Council agreed to return to four cuts pa and one flail and brush pa at South Green to keep the area tidy but **ACTION** the Clerk will investigate interest in designating an area at South Green for wild flowers.

Ongoing response to flooding, Dec 2020

The Clerk provided information of an online discussion about reclaiming the rain, organised by NCC. **ACTION** The Clerk will contact P McD and provide details.

The Nest Swing has been vandalised, Cllr Scanlan reported to the police. The Clerk has procured a verbal quote to replace Circa £900 plus labour to replace. An insurance claim has commenced and this item will be included on future agenda. The swing has been tested and is currently safe to use, it will be regularly inspected and removed if it deteriorates.

5. To receive the Chairman's Report.

The Chairman updated Council on work carried out within the village by volunteers. Cllr Freeman and himself have now laid rubber chippings, procured FOC from Pulham Market Memorial Hall, around the entrance to the play area. **ACTION** Cllr Freeman will contact highways on the dangerous condition of the verge near the vehicle gate access. The damaged is caused by traffic using as a pull in point as the road will only permit single lane traffic.

The Chairman discussed the benefits of organising a Public Community Engagement Meeting. Council agreed to organise a meeting for the end of April. It is hoped that by engaging with the public and other community groups the parish will benefit from strengthened partnerships, helping to improve public safety, protect public property and increase community inclusivity.

To receive County & District Councillors Reports.

District Cllr Hudson has a channel of communication with County Broadband services, anyone is still experiencing difficulties with instal can contact him.

The District Councillor noted the low level ASB in the area. Anyone becoming a victim of, or witnessing ASB, should report it to the police. SNTHarleston@norfolk.police.uk

6. Public forum

Cllr McDaniel, as a member of the public, advised she had not received an update from Anglian Water following the initial dredging of part of the Beck. **ACTION** The Clerk will forward the update received by Council on 18/1/22

The District Cllr left the meeting.

7. Items for discussion and ratification

• Current Planning Applications

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

2021/2519 The Kings Head – No objects raised, submitted request to consider for approval 31/12/21. **Approved with conditions 10/1/22**

ACTION The Clerk will alert the LPA of Gable End crack on the building and request investigation.

2022/0004 – 5 Norwich Road PSM – No objects raised, submitted request to consider for approval 11/2/22.

Approved with conditions 22/2/22

• New Planning Applications

2022/0393 31 Norwich Road – Extension to front of garage - Cllr Andersson-Hewitt, declared an interest and did not take place in discussion or consideration. No objections were raised and Council agreed to support the application **ACTION** The Clerk will submit response.

• To further consider grant application, events and support to commemorate the QPJ

The Chairman updated Council on the QPJ Events meeting of 7/3/22.

Updated guide of events:

2nd June – Commence celebrations with fete organised by PCC including BBQ and Bell ringing at 12noon

Lighting up of the church and grounds.

3rd June – Parishioners invited to decorate gardens with bunting and take part in 'A scarecrow for the Jubilee' by

decorating a scarecrow with a royal theme.

FREE family film showing at Pennoyers 4pm. Possibly a Joint Football Match Pulham Market and Pulham St Mary.

4th June – PM outside event at Pennoyers, to include BBQ, bar and music

5th June – The Big Lunch and family event at PSM Allotments. The Pulham Market Big Picnic Lunch on the Green.

Pulham Players will be presenting 'The Madness of Toad at the Pulham Market Memorial Hall and Pulham Market Church will be holding a flower festival over the extended Bank holiday weekend.

The Parish Council are permitted to claim a £200 Platinum Jubilee Weekend Grant. Requests for support from local groups organising events have been received by Council. All requests were considered, Cllr McDaniel proposed £150 to PCC towards the provision of food for the BBQ/Fete and £50 to the Allotment Community towards provision of materials for activities being held during the Big Lunch/Family Event. This was seconded by Cllr Scanlan and unanimously agreed. **ACTION** the Clerk will submit the Grant Claim to the District Council.

- **To adopt the action plan for 2022/23**

Cllr Burridge proposed adoption of the 2022/23 action plan, this was seconded by Cllr McDaniel and unanimously agreed.

- **To review council policies due for annual review and consider if any new policies are required.**

Council have reviewed the Data Protection Policy, General and Role Providers Privacy Notices, Financial Regulations, Standing Orders, Members Code of Conduct and Freedom of Information and Publication Scheme. Council unanimously agreed to received the reviewed documents and not to introduce any new policies at this time.

- **To consider replacement of the dog bin in Poppies Lane**

Cllr McDaniel proposed the expenditure of £108.45 +vat to replace the broken dog bin, this was seconded by Cllr Freeman and unanimously agreed.

- **To consider Norfolk Joint Council pay increment to the Clerks Salary for 2021-22**

Council agreed the Clerk did not need to leave the room. Cllr Ellam proposed the Clerks Salary increase inline with Norfolk Joint Scale Pay increment of 1.75%, backdated to 1/4/21, this was seconded by Cllr Burridge and unanimously agreed.

- **To consider request from Friends of Pulham Primary School (FOPPS).**

FOPPS are looking for support for their current Garden Project. The project will involve moving the poly tunnel to the school meadow and creating five raised beds, one for each class, to aid outdoor and practical learning across all age groups. FOPPS have recruited volunteers to carry out much of the work, there was further offers of voluntary support for this project, from other local groups at the APM. Council considered the project would provide positive impact and promote inclusive and collaborative working. Cllr McDaniel proposed £200 to support provision of materials for the project, this was seconded by Cllr Burridge and unanimously agreed.

8. **Presentation of income and expenditure for March 2022**

Cllr Langshaw and Cllr Clarke signed a change of signatories document for the Councils Saving Account, to remove a previous member from the bank mandate. Council unanimously agreed the accounts for March. The balance following presentation of the following receipts and payments entered in the accounts will be £52,029.74

Income

Allotment rent – Plots 14 and 16 (part year) £55.43

Expenditure

EDF, Supply to Pavilion £45.16

BT, Broadband and call package to 23/3/22 £18.92

Wave, Supply to Allotments £16.84

Norfolk PTS, 1xNew councillor training £50.00

L Shulver, Salary £640.50

L Shulver, Expenses £25.60

QPJ Plaque £98.04
McFee Security £89.99

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

A payment for a recent invoice from SNC for dog bin emptying and the donation for FOPPS will be raise and approved by Cllr Ellam. These payments will be included in the EOY account to be presented at the April meeting.

9. To receive other reports.

Sports and Recreation Committee.

No further report

Footpath Warden.

Cllr Freeman advised that NCC would not provide way markers or posts, he has therefore reported missing/broken markers to them to repair. He has also requested attention to FP9 drainage ditch bridge rotten and blocked by fencing and FP22 not having a bridge across the drainage ditch.

Tree Warden

The trees from the Woodland Trust have now arrived and will be planted.

SAM.

Report provided at the APM

Armed Forces Champion.

No further report. The AFC is currently organising an event to commemorate Armed Forces Day on 24th June 2022.

To consider the date of next meeting

The April meeting will be held at the Pennoyer Centre on Tuesday the 12th April 2022, commencing at 7.30pm

Meeting Closed at 21.42

Signed

Date.....