

# 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 8<sup>th</sup> November 2022, commenced at 7.30pm**

**Present:** Cllrs Scanlan (Chair), Cllr Ellam, Cllr Yaxley, Cllr Freeman and Cllr Andersson-Hewitt. The Clerk and Phoebe Scoulding (a community-based student seeking a voluntary placement with the Parish Council)

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

The Chairman welcomed everyone to the meeting and apologies were received from Cllr Clarke, Cllr Burrridge, Cllr Mc Daniel and Cllr Langshaw, County Cllr Wilby and District Cllr Hudson.

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

Cllr Andersson- Hewitt submitted declarations of interest on the agenda item 'For consideration of allotment expenditure and rents for 2023/24'.

### **3. To approve minutes of the last meetings of 27<sup>th</sup> September 2022.**

The minutes of 27<sup>th</sup> September 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.**

All news items and statutory records have been updated. Information on support to help with the current cost of living costs and other assistance available, has been included on the website.

#### **Village/CIL Maintenance and Projects.**

The Annual clean and repaint at the playground has been completed. Additional work was required to refurbish the spring unit, this was approved under the Clerks delegated powers and will be retrospectively considered in matters for consideration.

A report of graffiti at the playground 36/85093/22 has been submitted to the police, surveillance of the area will now be increased. Cllr Scanlan has removed graffiti from the damaged paint work **ACTION** The Clerk will contact Crooks Powerwash to discuss options to repair the damaged woodwork.

Refurbishment of the war memorial has been completed and highways have completed maintenance of the lime trees in the village centre. Maintenance of the Chestnut trees on St Mary's Terrace will commence on 28<sup>th</sup> November 2022.

Cllr Freeman and the Clerk met EDF's contractor at South Green pavilion. The electricity meter has now been removed but UK Power Network are required to disconnect power completely from the pavilion before the building can be taken down. **ACTION** The Clerk will contact UK Power Network to procure quotes to disconnect or move the supply to a designated supply box, and EDF to clarify current standing charges.

## **Ongoing response to the flooding 2020**

Recent communication on the install of additional gullies in Station Road and an update from Highways on their grant application to the Environment Agency, for funding to support their response to the flooding 2020, have been circulated for Councillors perusal.

### **5. To receive the Chairman's Report.**

The Chairman updated Councillors on his ongoing inspection of village assets to identify maintenance requirements. Cllr Freeman was thanked for reinstalling the bollards, damaged in a recent traffic incident.

The Chairman has had a meeting with the new manager of Pennoyers and is pleased to report that she has new ideas and he is looking forward to working with her.

Pulham Market Church will be holding an Armistice Service this year. When a new Armed Forces Champion is appointed, it is hoped they will work with the PCC and help with future events in Pulham St Mary.

The Chairman suggested that Council should start to consider the village celebration of the Kings Coronation in May 2023.

### **6. To receive County and District Councillors Reports**

County Cllr Wilby provided a report. Copy attached.

### **7. Public forum**

The Chairman introduced Phoebe Scoulding and explained her interest in a voluntary placement with the Parish Council, to assist with the set-up of youth engagement and other community projects within the village. The Chairman has agreed to support Phoebe during a community-based student placement **ACTION** with Councils approval the Clerk will receive copy of her current enhanced DBS and seek clarity from Norfolk ALC that all protocol in this engagement, has been observed.

### **8. Items for discussion and ratification**

#### **• Current Planning Applications**

2022/0873 The Country Store – **Request to consider for approval submitted 15/6/22**

2022/1353 Land South of Norwich Rd – **Objection submitted 22/8/22**

2022/1352 Crossingford Barn, Doctors Lane – **Approved with conditions 7/11/22**

2022/1630 & 1631 Barn at the Beeches, Station Rd – **Support submitted 28/9/22**

#### **No New Planning Applications**

#### **• To consider rent and charges to allotment tenants.**

Councillors considered a report prepared by the Clerk, identifying anticipated expenditure at the allotments for 2022/23, against the rent received from allotment tenants for the same period. A small surplus is expected if full occupancy is achieved, although there is currently one vacant plot. Cllr Ellam proposed maintaining the allotment rent at £28.00 for 2023/24. An additional charge will be added to this for the supply of water of £5.12, Which equates to the actual cost of water for the last 12 months. This motion was seconded by Cllr Yaxley and unanimously agreed. **ACTION** The Clerk will send invoices to all allotment holder for 2022/23 and advise of the charge for 2023/24.

#### **• Further consideration of Parish Partnership – invitation to bid.**

The Clerk advised that Parish Partnership funding would not be allowed for the install of a kissing gate on fp15 as this is considered by Highways as the responsibility of the land owner. **ACTION** this item will be included for further consideration at the December parish meeting.

Highways have confirmed support for a gateway project at either end of the village, along the Norwich and Harleston Roads. This would provide a defined entrance with the aim of enhancing the village and mitigating speeding. The total cost of this project would be £2,815.00 to the parish, taking into consideration potential 50% Parish Partnership support. Councillors considered the total cost against the proposed benefit to the village; Speeding within the village is currently being regularly monitored, there is already a village name and speed limit

signage on the Norwich Road at the entrance to the village and Highways have already agreed to supply new speed restriction signage on the Harleston Road. Council therefore unanimously agreed not to move forward with a gateway project.

**ACTION** Council unanimously agreed to purchase a quantity of bulbs to plant at the village entrance points, further enhancing the village approach.

- **To consider comment on Model Code of Conduct consultation.**

Council unanimously agreed to received the draft Model Code of Conduct, no comments will be submitted.

**ACTION** The Clerk will inform the County Council that the Parish Council will consider adopting the Model Code of Conduct at their annual review in February/March 2023, along with any further recommendations received, prior to this date.

- **To receive notice of Warm Space Grants and consider if further action is required.**

The Clerk has forwarded details of the grants available to Pennoyers. Council received notice and agreed no further action can be taken by the Parish Council as they do not own any suitable premises.

- **To receive update on Youth Engagement Programme**

No further consideration required

- **To retrospectively ratify additional expenditure on playground rocker**

Cllr Yaxley proposed £175.00 over the playground budget to refurbish the playground rocker, this was seconded by Cllr Andersson-Hewitt and unanimously agreed.

- **To retrospectively ratify expenditure to repair village bollards.**

Cllr Yaxley proposed £23.80 for material to repair the bollards in the village centre, this was seconded by Cllr Ellam an unanimously agreed.

- **Update on South Green and consider action (if required)**

Update provided during matters arising, no further action requires consideration at this time.

## 9. **Presentation of income and expenditure for October and November 2022**

Cllr Andersson-Hewitt proposed accepting the accounts report for October and November 2022, this was seconded by Cllr Yaxley and unanimously agreed. The balance following presentation of the listed Income and expenditure will be £60,840.95

**Council agreed additional payments will be raised for £1,620.00 for Bierton and Woods, and £23.80 to reimburse Cllr Freeman for materials purchased. These will be included in the December Accounts Schedule.**

**ACTION** the Clerk will raise the bank transfers required for October and November payments, to be approved by Cllr Ellam.

### **October and November – Income**

<b>Oct</b>		<b>2022</b>
28/09/2022	SNC 2nd Precept payment	£12,800.00
30/08/2022	Eon Refund Streetlights - Duplicate	£42.57
<b>OCTOBER TOTAL</b>		<b>£12,842.57</b>
<b>CUMULATIVE TOTAL</b>		<b>£27,695.21</b>
<b>Nov</b>		<b>2022</b>
<b>NOVEMBER TOTAL</b>		<b>£0.00</b>
<b>CUMULATIVE TOTAL</b>		<b>£27,695.21</b>

## Expenditure

Oct				2022
21/09/2022	DD	Wave	Water - allotment supply	45.45
27/09/2022	DD	N Power	Streetlights Aug	66.91
29/09/2022	B/trf	PSM Charities	South Green Rent	400.00
02/10/2022	DD	BT	BB & Call pack to 23/10/22	19.50
19/10/2022	DD	N Power	Streetlights sept	68.88
<b>OCTOBER TOTAL</b>				<b>£600.74</b>
<b>CUMULATIVE TOTAL</b>				<b>£15,910.26</b>
Nov				2022
01/11/2022	DD	BT	BB & Call Pck to 23/11/22	19.50
08/11/2022	B/trf	L Shulver	Salary Sept & Oct	1,086.00
08/11/2022	B/trf	L Shulver	WFH & Mileage Sept & Oct	47.30
08/11/2022	B/trf	L Shulver	Reimbursement - Glasdon, Dog bin paid	137.59
08/11/2022	B/Trf	Crook Powerwash	Clean & Paint Play equipment repair of daisy rocker	475.00
08/11/2022	B/Trf	H Dade	Allotment Ground Rent	50.00
<b>NOVEMBER TOTAL</b>				<b>£1,815.39</b>
<b>CUMULATIVE TOTAL</b>				<b>£17,725.65</b>

## 10. To receive other reports.

### Sports and Recreation Committee.

No further report

### Footpath Warden.

No further report required this month

### Tree Warden

100 trees are due for delivery and planting at South Green. Consideration of a tree for planting in the village centre to commemorate Queen Elizabeth II was discussed, concerns were raised on suitability of the ground in the village centre to support a tree. This matter will continue to be considered along with potential locations to plant a commemorative tree.

### SAM

A SAM report was received by Council for March 2022 to October 2022. (Copy attached)

### Armed Forces Champion.

This position remains vacant

### To consider the date of next meeting

The next parish meeting will be held on 13<sup>th</sup> December 2022, at the Pennoyer Centre, commencing at 19.30

**Meeting Closed at 20.45**

Signed ..... Date.....

## County Cllr M Wilby Report

Norfolk Libraries Service will be making all 47 of its libraries available as part of the Warm Welcome campaign. The scheme supports free, warm, and welcoming spaces in communities across the UK. Warm Welcome is a national campaign which will work with community spaces, including churches and faith groups, businesses, and local authorities, to ensure that nobody is left to suffer on their own this winter. Libraries across Norfolk remain open for all and provide a space for people to sit in comfort and access a variety of services on offer. These include reading, doing a jigsaw, playing a board game, or joining in Just a Cuppa or activities. Other free services available at Norfolk Libraries include: Tea, coffee, instant soup, and hot chocolate are available during staffed hours. Library staff and volunteers can provide visitors with trusted information about other support which is available and a variety of bags are available for free, with no questions asked. Find your nearest library at [www.norfolk.gov.uk/findalibrary](http://www.norfolk.gov.uk/findalibrary)

As in previous years NCC are consulting Norfolk residents and stakeholders on council tax and budget proposals as part of the Council's budget setting process. NCC will set a new budget on 21<sup>st</sup> February 2023. Ahead of this we are asking for views on our proposed council tax level for 2023-24, including a proposal for the Adult Social Care precept. People will be able to read the proposals online at [www.norfolk.gov.uk/budget](http://www.norfolk.gov.uk/budget) and feed back their views using the online consultation. Residents can also request the budget consultation in other formats, including paper form, by calling 0844 800 8020 or by emailing [haveyoursay@norfolk.gov.uk](mailto:haveyoursay@norfolk.gov.uk) This will include Braille.

NCC has won silver at the prestigious Social Worker of the Year Awards for an innovative digital project which supports older people and vulnerable adults. The Adult Learning Disabilities and Innovation Team won silver in the Digital Transformation in Social Work award, which recognises teams which have sought to improve the lives of people with lived experience through the use of digital technologies. The team's Care Phone is helping around 200 older people and vulnerable adults with low or no tech skills to keep in touch with their loved ones with the professionals supporting them. It's a tablet with a built-in SIM with internet access which has screen split into simple tiles which show the picture of the name of the person the user wants to call. It helps people access support as well as reducing isolation, anxiety and loneliness.

Nominations are open until Monday 12<sup>th</sup> of December for the Broadland and South Norfolk Business Awards. If you're a business, nominate yourself for one or more awards in any of the 11 categories. Support your favourite shop and pub by voting for them as 'Retailer of the Year' and 'Pub of the Year' – by voting you'll automatically be entered into a prize draw to win £100 of shopping vouchers and £100 of pub vouchers. All details can be found at [www.southnorfolkandbroadland.gov.uk](http://www.southnorfolkandbroadland.gov.uk)

The achievements of staff across Norfolk Fire & Rescue Service have been recognised through employee awards. At the first in-person Awards Ceremony since 2019, owing to restrictions in place during Covid 19, Norfolk Fire and Rescue Service recently came together to celebrate the achievements of individuals and teams across Norfolk over the past year. Congratulations goes to Simon Golby from Harleston Station for receiving the 30 Year Outstanding Service Certificate and to local firms Bomfords Group – Harleston and Midwich Ltd – Diss for being awarded the On-Call Employer of the Year in recognition of the support that is given by the employer of an on call firefighter in releasing staff to attend NFRS duties.

I am looking forward to all of the local Christmas events coming up in Harleston and surrounding villages over the next few weeks and I would like to wish everyone a very Happy Christmas.

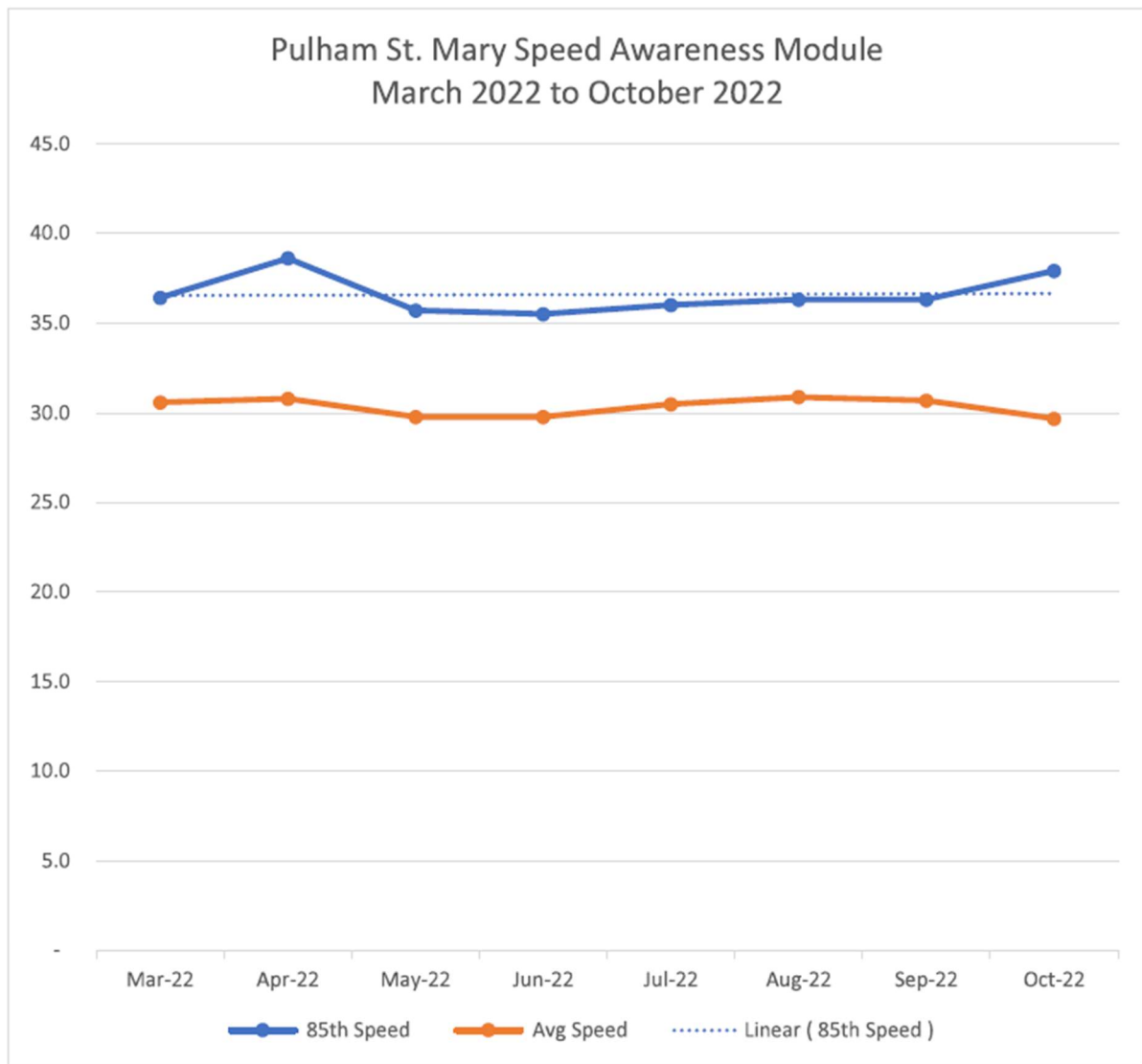
Best Wishes

Martin

## **Pulham St. Mary SAM**

**March 2022 to October 2022**

<b>Month</b>	<b>85th Speed</b>	<b>Avg Speed</b>	<b>Vehicles</b>	<b>Peak AM</b>	<b>Peak PM</b>
Mar-22	36.4	30.6	57,583	08:00 - 09:00	15:30 - 16:30
Apr-22	38.6	30.8	12,416	11:30 - 12:30	15:00 - 16:00
May-22	35.7	29.8	36,155	08:00 - 09:00	15:00 - 16:00
Jun-22	35.5	29.8	52,362	08:00 - 09:00	15:00 - 16:00
Jul-22	36.0	30.5	49,728	08:00 - 09:00	15:00 - 16:00
Aug-22	36.3	30.9	40,954	08:00 - 09:00	16:00 - 17:00
Sep-22	36.3	30.7	33,387	07:30 - 08:30	14:30 - 15:30
Oct-22	37.9	29.7	18,082	08:00 - 09:00	14:30 - 15:30
<b>Total</b>	<b>36.6</b>	<b>30.4</b>	<b>300,667</b>		



*Prepared by Tim Skipper [tim@timskipper.net](mailto:tim@timskipper.net)*