

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 10th January 2023, commenced at 7.30pm

Present: Cllrs Scanlan (Chair), Cllr Ellam, Cllr Yaxley, Cllr Andersson Hewitt, Cllr McDaniel, Cllr Burrridge and Cllr Freeman. The Clerk, Phoebe Scoulding (a community-based student on voluntary placement with the Parish Council), District Cllr Hudson and 4 members of the public.

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

The Chairman welcomed everyone to the meeting and apologies were received from Cllr Langshaw and County Cllr Wilby.

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

Declaration of interests were accepted on matters relating to ongoing response to flooding 2020, from Cllr McDaniel, Cllr Ellam and Cllr Yaxley. Declaration of interest were accepted on matters relating the Pennoyer Centre, from Cllr Scanlan.

3. To approve minutes of the last meetings of 13th December 2022.

The minutes of 13th December 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.

Village/CIL Maintenance and Projects.

Repainting to cover graffiti (report 36/85093/22) by Crooks Power wash, remains outstanding.

Kissing Gate and South Green Pavillion energy connection are included in matters for consideration.

SNC have advised they will replace the missing Dirty Lane sign within 6-8 week lead time.

South Norfolk Council intends to publish the pre- submission version of the Village Cluster Housing Allocations Plan on 23/1/23, representation will then be permissible until 6/3/23. There will be a parish council briefing on 26/1/23, Cllrs Scanlan and Freeman will attend.

This matter will be included on the February Agenda.

Ongoing response to the flooding 2020

The Clerk submitted a request for an update from Norfolk County Council and Anglian Water, this request and responses have been circulated to Council. The matter will be further discussed in the open forum.

5. To receive the Chairman's Report.

The Chairman continues to assess maintenance work required around the village. He is pleased to report most areas are in good order. Anyone wishing to highlight any maintenance work required can email the Chairman or the Clerk.

The Chairman would like to see a working group set up to consider commemorate Charles III coronation in May 2023 and he would like Council to consider a summer fete event at South Green. **ACTION** The Clerk will include on the February meeting.

The South Norfolk Help Hub remains active and Council should continue to promote this during continued challenging times. <https://www.southnorfolkandbroadland.gov.uk/helphub>

There has been a recent break in, in the village. The Chairman continues to work with neighbouring villages and other organisations to encourage the inclusion of Pulham St Mary in a neighbourhood watch scheme.

6. To receive County and District Councillors Reports

There is no County Council Report. In the absence of Cllr Wilby during a period of ill health keith.kiddie.cllr@norfolk.gov.uk can be contacted on County Cllr matters.

District Cllr Hudson reported on Norfolk devolution deal. <https://www.gov.uk/government/publications/norfolk-devolution-deal> The Parish Council will be consulted on this in due course.

Cllr Hudson updated Council on the Regulation 19 town and country planning – village clusters housing allocations plan. He reminded Council that this had been consulted on in 2018, 2020 and 2021. Following the publication of the allocation plan on 23/1/23 Council will be able to submit comment. Comment should be on matters of legality, there are no material considerations at this time.

Concerns were raised to the District Councillor on the Pulham St Mary Allocation, regarding open space and drainage. It is noted that these areas are provided for within the plan documents but any further material concerns will need to be raised if and when planning application is made.

The District Cllr advised the allocated plot for Pulham Market has been withdrawn by the landowner.

Cllr Hudson confirmed the Chairmans promotion of the South Norfolk Help Hub.

7. Public forum

- P McD updated Council on recent responses from Anglian Water and Norfolk County Council to matters regarding flooding. Norfolk County Council have confirmed they have not been successful on procuring a modelling grant, to fund work in PSM and no further update has been received from Anglian Water on the Parapet. P McD is keen to implement a flow monitoring system, collecting data levels in relation to rain fall and asked the Parish Council if they would fund the purchase of equipment. **ACTION** this will be included on the February agenda for consideration.
P McD is unhappy with the response/updates he receives from the County Councillor. **ACTION** the Clerk will forward details of the best contact in the current absence of the County Councillor.
- AC advised Council she was attending the meeting as a resident of Pulham st Mary, to give her support the continued support of the Pennoyer Centre, by the Parish Council.
- CH advised Council/public that he is already monitoring water levels along the area of the Beck near his property.
He noted he is pleased to see the recent implementation of the extended 30mph limit on the Harleston Road and to observe the inclusion of this area in the SAM monitoring programme.
CH tabled his support for a 'Man Shed' at South Green, utilising volunteers to repurpose the facility could provide a cost-effective use of building/site. He is not in support of expensive projects on South Green as this is not easily assessable and money would be better spent on projects in the village centre.
Council confirmed they are in support of a 'shed project'.

The District Cllr and 2 members of the public left the meeting. 2 further members of the public continued to observe the meeting.

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**

2022/1630 & 1631 Barn at the Beeches, Station Rd – **Support submitted 29/9/22**

2022/2105 Listed Building Consent, Pennoyer Centre – **objection submitted 15/12/22**

2022/2273 Discharge of condition 3 of 2022/1539 – **support submitted 15/12/22 Approved with conditions**

New Planning Applications

2022/2394 Land South of Chestnut Rd. Erection of 9 dwellings – Council considers any application for development on this land should include some affordable housing. An objection will be submitted by 14/1/23

ACTION the Clerk will respond within timeframe instructed.

- **To consider cost of replacing a kissing gate on FP17.**

The style is of standard design and the landowner has suggested individuals could use an alternative route if they are unable to climb over. Before considering this matter further, Cllr Freeman will communicate with the land owner on options for minor modification of the gate. This could provide an inexpensive alternative to replacement. **ACTION** this will be moved to the February agenda.

- **To consider correspondence from Pennoyers.**

Council considered correspondence for the Pennoyers trustees. **ACTION** the Clerk will thank trustees for their update and outline details of the Councils agreed budget for 2023/24. Identifying areas where the trustees may be able access support from the Council, by providing facilities to deliver community projects.

- **To consider ground maintenance uplift.**

The Councils contractor has submitted details of increased costs to deliver services, primarily caused by the increased cost of diesel. Cllr Burridge proposed accepting the requested 5% uplift to the current Ground Maintenance contract, this was seconded by Cllr McDaniel and unanimously agreed.

- **To review the 2022/23 action plan.**

Council reviewed the action plan; Council is to date with progress for this year's planned actions. Projects identified for 2023/24 are youth engagement, celebrating the Kings Coronation, consideration of a summer fete and repurposing of the pavilion to a community shed. **ACTION** the Clerk will draft 2023/24 action plan for approval.

- **To consider appointment of internal auditor for 2022/23 accounts**

Cllr McDaniel proposed appointment of SL to carry out the internal audit for 2022/23, this was seconded by Cllr Ellam and unanimously agreed.

9. Presentation of income and expenditure for January 2023

Cllr Yaxley proposed accepting the accounts report for January 2023, this was seconded by Cllr Freeman and unanimously agreed. The balance following presentation of the listed Income and expenditure will be £54,258.15

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

December – Income

ACCOUNTS : MONTH : January 2023		
INCOME:	Amount	Description
Allotment Plots 9 & 18	62.44	Allotment Rents for 2022/23
SNC	250.00	Recycle unit payment
TOTAL INCOME	£312.44	

Expenditure

EXPENDITURE:	Gross	VAT	Net	Description
Excite Solution	888.48	148.08	740.40	Grounds Maintenance
The Tree Amigos	2,640.00	-	2,640.00	Chestnut Tree Maintenance
N Power	24.25	1.15	23.10	Oct/Nov S/lighting amended for Energy Bill Relief
EDF Final bill	17.89	0.86	17.03	Pavilion Supply to 3 11 22
BT	30.46	5.07	25.39	BB and Call package to 23/1/23
Npower	61.19	2.91	58.28	Dec Streetlights including Energy Bill Relief
L Shulver	572.00	-	572.00	Salary
L Shulver	35.80	-	35.80	WFH and Mileage December
Re imbuse L Shulver	219.84	-	219.84	BT Line Rental
TT Jones	51.50	8.58	42.92	Jan - March Streetlight maintenance
TOTAL EXPENDITURE	£4,541.41	£166.65	£4,374.76	£4,541.41

10. To receive other reports.

Youth Engagement Programme

Cllr Scanlan and PS updated Council on progress. Youths using the school transport are being asked to complete a questionnaire, gathering information on what provisions are required in the area. Venues in both Pulham St Mary and Pulham Market are being considered. PS has visited Trailblazers, considering transition from this age group to services aimed at older youths. A safeguarding leader has been appointed to lead on DBS procurement and other legislation requirements. Cllr Scanlan is communicating with Norwich City fb club, with regards to setting up a summer school.

Sports and Recreation Committee.

No further report this month.

Footpath Warden.

The bin removed from Kemps Rd has not been found. No replacement will be made at this time.

Tree Warden

No further report this month.

SAM

No further SAM report this month

Armed Forces Champion.

Adrian Marfleet has volunteered to act an Armed Forces Champion for Pulham St Mary. Adrian provided details of his back ground including time he spent in the Army, as an artillery instructor and in MOD procurement. Adrian who is now retired is looking forward to exploring his new role. Council thanked Adrian for volunteering for this role and Cllr Scanlan offered advice and support in delivering engagement events.

To consider the date of next meeting

As the next scheduled meeting falls within half term, the next parish meeting will be moved to 7th February 2023, at the Pennoyer Centre, commencing at 19.30. This year's Annual Parish Meeting – A meeting of parishioners, will be scheduled for 14th March 2023, commencing at 7.15, this will be followed by the March monthly meeting.

Meeting Closed at 21.27 Signed Date.....