

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 11th April 2023, commencing at 7.30pm.

Present: Cllrs Scanlan (Chair), Cllr Ellam, Cllr Yaxley, Cllr Boardman and Cllr Freeman. The Clerk and the Armed Forces Champion were in attendance.

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

The Chairman welcomed everyone to the meeting and apologies were received from Cllr Burrridge, Cllr McDaniel, Cllr Langshaw, Cllr Andersson Hewitt, District Cllr Hudson and County Cllr Wilby.

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

Cllr Scanlan declared interest on agenda item 8 – matters relating to Pennoyers and Youth Engagement Project.

3. To approve minutes of the last meetings of 14th February 2023.

The minutes of 14th March 2023 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.

The Clerk confirmed the parish council's application for a coronation event grant has been successful, this matter will be discussed further agenda item 8.

Confirmation has been received that RS, from the South Norfolk Council Neighbourhood Planning Team, will attend the July 2023 meeting.

Pennoyers admin team have confirmed a litter pick has been organised for Sunday 30/4/23. The Parish Council will now be charged for room hire at the Pennoyer Centre, commencing April 2023. This will be further discussed agenda item 8.

Ongoing response to the flooding 2020

All correspondence has been circulated to Councillors.

5. To receive the Chairman's Report.

The Chairman advised on Pulham St Marys notice of an uncontested election. All current councillors will retire on the 4th May and nine Councillors will be appointed and complete acceptance at the May Parish Meeting on Tuesday 9th May 2023.

The Chairman is still in discussion on a planned lighting up of the Church for the Coronation Weekend.

Cllr Scanlan noted the 'good show' of spring flowers following the planting of bulbs by Cllrs Yaxley and Anderson Hewitt, last year.

A request was made for the Clerk to contact local housing associations and request Parish Councillors are invited to estate walk abouts when these are carried out in Pulham St Mary.

The Pulham Market Neighbourhood Watch has now ceased, Pulham St Mary's Neighbourhood Watch still requires further volunteers. The Clerk will continue to advertise on the website and in the magazine report.

The Chairman thanked Cllr Ellam for her hard work and commitment to the Parish Council. The Clerk will forward thanks to District Councillor Wilby who will not be standing for District re-election in May 2023. Cllr Wilby will continue as County Cllr.

6. To receive County and District Councillors Reports

Report received from County Cllr Wilby, copy attached.

7. Public forum

A public forum was not required.

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 Amendments received January 2023, Objections confirmed 24/1/23**

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 approved with conditions 22/3/23**

2022/2394 Land South of Chestnut Rd. Erection of 9 dwellings – **Objection submitted by 14/1/23**

2023/0092 Carousel, North Green Road – **Support submitted 13/2/22**

New Planning Applications

• To receive and consider comment on bus service consultation.

Council received notice of 2x time changes to the bus services through PSM. The Clerk will provide notice on the parish website.

• To ratify increase of £5.68 (CPI + 3.9%) to BT monthly package charge.

Cllr Yaxley proposed acceptance of the increase, this was seconded by Cllr Ellam and unanimously agreed.

• To ratify NALC annual subscription of £236.76.

The current subscription has increased by 20% this year. The Clerk advised an alternative subscription with NPTS would be 1% of precept and therefore more expensive. Council/the Clerk remain happy with the service provided by NALC. Cllr Yaxley proposed acceptance, this was seconded by Cllr Freeman and unanimously agreed.

• To consider invite from HIP

Cllr Freeman and Scanlan will try to attend this event. The Clerk will advertise services provided by HIP on the parish website.

• To further consider correspondence from Pennoyers including financial information requested

Additional information requested was received until 11/4/23 and no representative from the trustees was available to attend the meeting. This item will be moved to May for consideration. Councillors discussed the high tariff level for hire of the centre and the small number of community group users. The Clerk will procure costs to hire similar facilities locally.

• To consider expenditure of the SNC Coronation Grant.

The Pennoyer Centre will be showing the coronation on their large screen and providing a coronation themed menu, for purchase at the café. Funding is not therefore required to support this event. The PCC will be

organising a 'bring and share' lunch on Sunday 7th at the church, along with games and activities. Council agreed to provide the full £200.00 grant to the PCC to pay for prizes and support the supply of power for the proposed Church light up. Council have set aside further funding should this be required to support the provision of the light up show.

- **To consider request for support of YEP.**

Councillor Scanlan declared an interest and did not take part in this discussion. The Youth Engagement project will be holding an open day on 15th April 2023, with events in Pulham Market and Pulham St Mary. The provision of refreshments for all involved in the open day and going forward for regular events have been donated by local businesses. The group have sourced potential funding to assist with set up costs and are currently putting in place formal policies to comply with funding requirements. The Parish Council have set aside funding for 2023/24 period to assist with this project and to encourage engagement of youth within the village and local area. Cllr Ellam proposed £684.63 to provide equipment for use at the open day and future events, this was seconded by Cllr Yaxley and unanimously agreed.

- **To consider removal of bank signatory of the Councils current account**

Retiring Councillor signatories duly signed the bank mandate documents, this declaration will be approved in May 2023.

9. Presentation of EOY accounts for 2022/23

Council received the income and expenditure report for March transaction since the March meeting, to year end.

Income

INCOME:	Amount	Description
Nationwide BS	58.40	Instant saver interest
Nationwide BS	177.11	95 Day saver interest
TOTAL INCOME	£235.51	

Expenditure

EXPENDITURE:	Gross	VAT	Net	Description
N Power	51.78	2.47	49.31	Streetlight Feb 23
Wave Anglian water business	12.61	-	12.61	Allotment supply
South Norfolk Council	1,194.48	199.08	995.40	Annual Dog bin empty
TOTAL EXPENDITURE	£1,258.87	£201.55	£1,057.32	£1,258.87

The total balance in the Parish Bank accounts following presentation of the above income and expenditure is £52,009.48

The breakdown of the EOY balance is:-

Emarked reserves

CIL	£7,675.00
Tree/Pond maintenance	£5,000.00
Streetlight maintenance	£4,100.00
Replacement of play equipment	£4,000.00

Emarked provision for potential future requirements

Burial Land	£10,000.00
Legal Costs	£5,000.00

General Reserves	16,234.00
Total	£52,0009.48

To receive the Annual Governance and Accounting Return for 2022/23 part 3

Council received the completed AGAR, presented by the Clerk. All documents will now be passed to the Internal Auditor for inspection.

Presentation of income and expenditure for April 2023

Cllr Yaxley proposed accepting the accounts report for April 2023, this was seconded by Cllr Broadman and was unanimously agreed. The balance following presentation of the listed Income and expenditure will be £50,547.99

ACTION the Clerk will raise the bank transfers required for April payments and the payment for the YEP. Cllr Ellam will approve all payments.

April – Income

INCOME:	Amount	Description
TOTAL INCOME	£0.00	

Expenditure

EXPENDITURE:	Gross	VAT	Net	Description
BT	19.50	3.25	16.25	BB and Call pack to 23/4/23
N Power	57.04	2.72	54.32	Streetlights March
P H Newby	720.00	120.00	600.00	Hedge cutting
The Pennoyer Centre	45.00	-	45.00	Room Hire
L Shulver	581.80	-	581.80	Salary
L Shulver	33.40	-	33.40	WFH and Mileage
L Shulver	4.75	-	4.75	Paper
TOTAL EXPENDITURE	£1,461.49	£125.97	£1,335.52	£1,461.49

10. To receive other reports.

Youth Engagement Programme

Cllr Scanlan provided a report on progress with the YEP project

Sports and Recreation Committee.

No further report.

Footpath Warden.

No further report.

Tree Warden

No further report this month.

SAM

No further SAM report this month

Armed Forces Champion.

The Armed Forces Champion advised a meeting has been scheduled for 15th April and the Crown in Pulham Market, at 2pm. It is hoped that discussions from this meeting will provide suggestions for this year's Armistice Day.

To consider the date of next meeting

The May Meeting will be the Annual Parish Council Meeting and is scheduled for 9th May 2023. To take place at the Pennoyer Centre, commencing at 7.30pm.

Meeting Closed at 20.50

Signed Date.....

Long Stratton A140 bypass approved. Final permission has been granted from South Norfolk District Council for a new two-and-a-half-mile stretch of the A140 around the town of Long Stratton. Norfolk County Council will build the bypass which will reduce congestion, support housing growth and help to bring economic growth benefits. As well as cutting journey times on one of the busiest routes in the county, the new road will also transform the town and surrounding area. It will remove traffic from the centre and also almost double the population, as the road forms part of a wider scheme to build 1,875 homes and a new school. The project had taken a significant step forward in 2021 when the Department for Transport pledged £26.2m towards the £46.2m cost of the bypass. Additional funding will come from developers building the homes.

Communities. NCC has announced how it will allocate its share of the fourth round of the Household Support Fund, which will start from April 2023. The council will receive £13.4m from central government and will add an additional £400,000 to make the total programme of support worth £13.8m. This funding covers a 12-month period to the end of March 2024. This is the fourth round of funding from the Household Support Fund. The council has received over £20m from the government, with the council supplementing this with almost £2.5m since October 2021. By March 2024 the council will have spent £36.35m on Household Support, working closely with the district, borough and city councils, VCSE and public sector partners to identify and implement a range of support measures to meet the needs of vulnerable households, as well as providing more robust and joined up information and advice to those who need it.

Homes For Ukraine Programme. Norfolk has marked the first anniversary of the UK Government's Homes for Ukraine programme which has seen 1,995 Ukrainian guests, including 640 children, arrive in the county to stay with 822 hosts. The county works closely with the district, borough and city councils on this scheme and are still looking for residents to help as there is a need for guests to be hosted. So, for anyone who is able, please consider being a host. By becoming a host, you can help provide a home for a family in need and be part of a better future for our Ukrainian guests. For more information you can contact NCC at ncchomesforukraine@norfolk.gov.uk

NCC – Trees for Norfolk. As the 1 million Trees for Norfolk initiative approaches the end of its 3rd planting season, NCC is pleased to announce a significant milestone in a journey to a greener, healthier county. The aim of 200,000 trees by the end of this season has been exceeded, with the total now standing at nearly 210,000 trees and hedgerows planted. The efforts of the community and our partner organisations have been vital in us achieving this and in securing a sustainable future for Norfolk. With funding secured for the next planting season in November, NCC will continue to work towards the goal of planting 1 million trees by 2025.

Norfolk Master Composters are Recruiting New Volunteers. Help nature and the environment by training as a Norfolk Master Composter volunteer to spread the word about home composting. Get involved in a wide range of activities from attending events and talks, supporting schools and community groups as well as encouraging friends, neighbours, and colleagues to compost kitchen and garden waste at home. The next free training course will be held on Saturday 20th May 2023 in Norfolk. For more details about this voluntary role email mastercomposters@norfolk.gov.uk or call 0334 800 8020

Best Wishes

Martin