

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 9th January 2024.

The meeting commenced at 7.30 pm.

Present: Vice Chair Cllrs McDaniel (chaired the meeting), Cllr Boardman, Cllr Langshaw, Cllr Andersson Hewitt
Cllr Burridge, Cllr Yaxley and Cllr Freeman. The Clerk, County Cllr Wilby and one member of the public.

1. Welcome.

Councillor McDaniel was appointed and chaired the meeting, she welcomed everyone to the meeting.

2. To consider apologies and reason for absence.

Apologies were accepted from Cllr Scanlan, Cllr Hudson and District Cllr Thompson.

3. To consider declaration of interests and dispensation by Councillors

No additional declarations of interest were provided.

4. To approve minutes of the last meetings of 11th December 2023.

The minutes of 11th December 2023 were ratified as a true record of the meeting, a copy was signed by Cllr McDaniel

5. 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.

A claim was submitted for a 'clean up and bloom grant' of £300.00, on 13/12/23.

The District Council have confirmed the Pennoyer Centre and Post Office have been accepted as assets of community value. Details are available at <https://www.southnorfolkandbroadland.gov.uk/communities/asset-community-value-right-bid>

The Councils submission of parish partnership funding for a bus shelter remains on going, pending a feasibility assessment on proposed move of the bus stop to the village green.

Council have been made aware there may be a new planning application submission for the Kings Head, this will be included on the February agenda.

6. To receive the Chairman's Report.

The Chairman provided apologies because of ill health; no report received.

7. To receive County and District Councillors Reports

County Cllr Wilby had provided a report – copy attached.

Cllr McDaniel raised concern on pot holes on the Pulham/Starston Road. **Action** the clerk will report and copy in Cllr Wilby who will follow up with Highways.

District Cllr Thompson Provided apologies, report attached.

District Cllr Hudson Provided apologies, report attached.

Public Forum

The meeting was adjourned for the public forum

P McD updated Council on progress since the Flood Mitigation Meeting in December. The Drainage Board have now collated data and Steve Halls, NCC will be meeting with them next week to consider information collected.

No response from Anglian Water.

8. Items for discussion and ratification

• Current Planning Applications

2022/1353 Land South of Norwich Rd – Objection submitted 22/8/22 Amendments received January 2023, Objections confirmed 24/1/23

2022/2394 Amendment Land South of Chestnut Rd. Erection of 9 dwellings – Objection submitted by 14/1/23 – and objection to amendments on 4/10/23.

2023/2865 15 Norwich Road single storey rear extension. Support submitted 4/10/23.

2023/2884 Conversion of former mess hut to 3 x dwellings (retrospective) Support submit 16/11/23

No New Applications

• To consider correspondence from NPFA, request for trustees.

Action Cllr Langshaw will contact NPFA, to confirm that the parish council will not be adversely impacted on ability to apply for grant funding should a member of the council consider working with them as a trustee.

• To receive notice of increase NALC subscription for 2024/25

Cllr BurrIDGE proposed accepting the increase to £249.30 from £236.76 for 2024/25, this was seconded by Cllr Yaxley and unanimously agreed. The Council will be invoiced in due course.

• To receive update on applications for day-to-day village maintenance work and consider actions

No applicants have come forward. **Action** the clerk will continue to advertise on the website and notice board. Councillors will continue to maintain public areas voluntarily but this is not an ideal situation.

• To consider providing replacement playground equipment

Council currently holds £5,000.00 in reserve and have additional funding available from CIL to support the replacement of some older equipment at the play area. **Action** Cllr Yaxley and Cllr Andersson Hewitt will investigate options and refer back to Council.

• To consider precept for 2024/25

- To consider applications for funding for 2024 from PCC, Pennoyer Trustees and PYEP**
- To receive updated budget for 2023/24 & draft budget 2024/25, to consider action plans and projects for 2024/25.**

Council considered requests for funding for 2024 from groups/organisations within the village.

Council agreed to support the PCC with funding towards the churchyard. Last year Council completed a project to restore the war memorial, in 2024 £500.00 will be provided to the PCC to assist with ongoing clearing and grounds maintenance in the churchyard.

Council considered applications for funding from Pennoyer Trustees and PYEP, following a debate Council agreed to set aside £3,000.00 for Community project funding during 2024. Council have supported the Pennoyer Trustees over several years to help establish community support within the village and council set aside funding in 2023 to assist PYEP set up community support for young people within the village and surrounding areas.

Going forward Council would prefer to set aside funding that community groups/projects can make application for, as required. Council would anticipate application from the Pennoyer Trustees, PYEP, Neighbourhood Watch and any other community organisation offering community services to parishioners. Council also anticipate supporting the provision of a Christmas tree, maintaining the village defibrillator and if required assisting with provision of community events.

Council received the updated budget for 2023/24, draft budget for 2024/25 and considered projects for 2024/25 Council agreed;

The install of a bus shelter, if this project is possible and 50% grant funding is procured from the Parish Partnership funding, Council contribution of approximately £3,000.00 will be funding from CIL reserves.

Council remains in support of free parking in Harleston, if a request is received during 2024 from the Town Council, Council will consider providing funding from the Beckvale Community Car Scheme refund, which has been set aside to provide access to services for parishioners.

Council agreed to set aside £1,000.00 within the budget to support general village maintenance, any unused surplus will move to the village maintenance contingency reserves for future expenditure.

Council agreed to set aside £500.00 within the budget for playground maintenance, any unused surplus will move to the playground equipment reserves for future replacement of equipment.

Council agreed main projects for 2024/25; The replacement of older playground equipment, which will be funded from the Playground equipment reserves, CIL and possibly additional grant funding. The repurposing of South Green facilities to provide better services for parishioners. For example, providing facilities for a 'Man Shed' initiative (for Men and Women) Funding for this is available from CIL and the Beckvale Community Car refund which is set aside to provide access to facilities for parishioners.

Council agreed to restrict the precept for 2024/25 to £25,448.02, which with the reduced tax base of 338 for the same period results in no increase to parishioners for the Parish Council charge on the 2024/25 Council Tax Bill.

Cllr Yaxley proposed accepting the budget for 2024/25 (copy attached) and setting the precept request at £25,448.02, providing a D band charge of £75.29, no increase on 2023/24. This was seconded by Cllr Andersson Hewitt and unanimously agreed.

Action The precept request will be submitted by 12/1/24

9. Accounts

• To ratify income and expenditure for January 2024

Cllr Yaxley proposed accepting all income and expenditure for January 2024, this was seconded by Cllr Andersson Hewitt and unanimously agreed.

The balance following presentation of the listed Income and expenditure will be £66,480.74

January Income

INCOME:	Amount	Description
Allotment Rents	£66.24	Allotment Rent 4 and 6
Allotment Rent	£27.60	Balance allotment plot 13
TOTAL INCOME	£93.84	

January Expenditure

EXPENDITURE:	Gross	VAT	Net	Description
BT	36.14	6.02	30.12	BB and Call pack to 23/1/24 + land rent from 6/1/24
TT Jones	53.64	8.94	44.70	Streetlight contract Jan - March 2024
The Pennoyer Centre	45.00	-	45.00	Room Hire 12/12/23
L Shulver	609.60	-	609.60	Clerks December Salary
L Shulver	25.60	-	25.60	Admin
TOTAL EXPENDITURE	£769.98	£14.96	£755.02	£769.98

Council received the bank reconciliation to 29/12/23, prepared by the Clerk, and Cllr Freeman approved the December reconciliation.

ACTION the Clerk will raise the bank transfers listed for January payments and Cllr Langshaw will approve all payments.

10. To receive other reports.

Flood Mitigation

Neighbourhood Watch

Youth Engagement Programme

Footpath Warden

Tree Warden

SAM

Armed Forces Champion

No further reports

Sports and Recreation Committee.

A Mens Shed meeting will take place on Saturday 27/1/24 10-12 at the Pennoyer Centre – Side (old School Room) Door.

To consider the date of next meeting

the next meeting will be held on 13th February 2024 at the Pennoyer Centre, commencing at 7.30pm.

Meeting Closed at 20.49

Signed Date.....

Almost 15,000 people will be able to get free bus travel in Norfolk earlier in the day from February 1st. Norfolk County council has announced that people living in the county, who hold a disabled concessionary bus travel pass and eligible companions, will be able to travel within Norfolk for free at any time, seven days a week. Up until now, those concessionary pass holders had to wait until after 9.30am on weekdays before they could travel for free, apart from those people registered blind or visually impaired. This ensures they have access to work, education and leisure and helps to combat the risks of social isolation which can be associated with having a disability.

A multi-million-pound proposal to modernise fire service buildings has been agreed at NCC in a bid to recruit more women. The proposal is part of ongoing infrastructure work to help improve the inclusivity of Norfolk Fire and Rescue Service (NFRS) buildings and standardise the layouts of its buildings. Norfolk has the lowest proportion of female firefighters in England and “the provision of adequate facilities to support women into the profession is a key step in improving the situation. It is clear fire stations are important buildings in their local communities with pride and care taken in them by fire crews.

An extra £9m to tackle Norfolk potholes has been awarded to NCC for the next 2 years – with a total of £141m to be spent over the next decade. The government has said NCC will get this money from funds redirected after scrapping the northern leg of the HS2 high-speed rail line. The Department for Transport (DfT) said Norfolk will get £141.2m over the next 11 years to 2034 and Suffolk will get £107.6m. The government said it is up to local authorities how to spend the maintenance funding, but part of the reason for the increase in funding is so they can “improve the quality of road surfaces in the future” rather just focus on fixing existing potholes.

NCC have revealed plans to change the number of preferences parents can list when applying for school places. The number is to increase to four from the existing three and will be available for school applications made from 2025. This change comes after more than 300 families missed out on one of their top three preferences for the current academic year.

Preparation work has started on the Long Stratton Bypass with clearing the route ready for construction work to start in the spring.

NCC will set its budget for the financial year 2024/25 at the full council meeting to be held on Tuesday 20th February

Best Wishes

Martin

Cllr Delme Thompson:
Report for Pulham St Mary Parish Council, January 2024.

Christmas Community Events

Firstly, I would like to note our thanks to all who invested their time and energy to plan and host a number of events over the Christmas period. It was lovely to see people enjoying the school fair, quiz, Crib and Christingle services in addition to the usual social events across the villages. These events are hugely important for community spirit and well-being.

Assets of Community Value

I was pleased to support the proposals for the Old post Office and Pennoyer Centre to be designated as ACVs , and to see the bid succeed.

Town and Parish Forum

You should have received an invitation to the Town and Parish Forum (online), scheduled for 2-3pm tomorrow, Weds 10th Jan. I am attaching the invitation and agenda alongside my report in case anyone has not received them.

Flooding

As ever, we continue to encourage residents to log all issues via the County Council website.

<https://apps.norfolk.gov.uk/highwaysdefect/?s=road&t=flood> to ensure the true scale of local issues is registered – and kept front of mind.

Kind Regards

Cllr Delme Thompson

District Cllr Hudson – Report

Good evening, Chairman, Cllrs

Happy New Year

Well done to everyone who anybody who volunteered at events to make the month of December & Christmas a special time.

Former Kings Head, Pulham St Mary

Hearing rumours that Graham Scott the owner of the former Kings Head, PSM is about to submit a new planning application to SNC to flatten / demolish the former Public House (PH) and propose replacing with a residential development. Very similar to 2015 applications (2015/1767 & 1772) If the application is submitted, I will ensure a public meeting is held to give all residents the opportunity to express their views both on the planning application and what community should see happen to the building.

Warm Spaces

Very pleased to see Pennoyers has introduced the community warm space upstairs in the centre. Somewhere people can sit get a free hot drink, have access to SuperFast Wifi, read a book or wander around the heritage museum.

Helping Communities bloom

Local communities can now apply for grants of £300 to help beautify villages. South Norfolk Council Clean Up & Bloom grant can be used by Parish Councils to purchase flowers, shrubs, trees or pay for landscaping.

More information here <https://www.southnorfolkandbroadland.gov.uk/news/article/385/helping-communities-bloom>

Wet Winter continues.

Reminder all instances of flooding need to be reported to Water Management Team at Norfolk County Council by calling 0344 800 8013 or filling out the online form <https://online.norfolk.gov.uk/floodreport/>

Following storm Babet ~20 October 2023 and the disruption and damage caused in both South Norfolk and Broadland by flooding, the Government has allocated funding to help residents and businesses recover.

More information here

<https://www.southnorfolkandbroadland.gov.uk/news/article/397/grants-to-help-following-storm-babet>

South Norfolk Council's budget consultation

An opportunity for residents and businesses to contribute to the discussions and the Council would encourage all South Norfolk residents to spare a few minutes to complete the survey.

Although the average Band D Council Tax for residents in South Norfolk in the current financial year is £2,153.48, South Norfolk 's share of this is only £165.

The consultation runs until 17 January 2024.

South Norfolk Council is permitted to increase its share of Council Tax by up to £5, each £1 rise generates approximately £53,000 to support services.

What level of Council Tax rise would you support for South Norfolk Council in 2024/25?

<https://www.southnorfolkandbroadland.gov.uk/SNC-Budget-Consultation>

Best Wishes

Clayton Hudson

Local Member for Beck Vale, Dickleburgh & Scole, South Norfolk Council

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PULHAM ST MARY PARISH COUNCIL

ACCOUNTS : Budget for 2023/24 - 2024/25

Carried Forward 01.04.23

£52,009.48

	2022/23 Actual	2023/24 Budget	2023/24 Actual to Dec 23	Estimated20 23/24 to March 24	2024/25 Budget
INCOME					
Precept	25,600.00	25,673.89	25,673.89	25,673.89	25,448.02
Investment Income	235.51			450.00	400.00
Mini Recycle	250.00	250.00		250.00	250.00
Grants/donations	200.00		200.00	200.00	
Allotments	645.64	678.96	303.60	678.96	663.79
Shared BT Line/Package Pulham Market	189.72	200.00		200.00	200.00
Misc	275.71		2,347.52	2,347.52	
TOTAL	27,396.58	26,802.85	28,525.01	29,800.37	26,961.81
CIL			5,273.20	5,273.20	
VAT			1,527.06	1,527.06	

Notes to Council - Budget 2024/25

Total required to meet expenditure/ ensuring no increase in charge to parishioners for 24/25

Interest rates have increased substantially 1.5% & 2.85 but now stabilising and anticipate slow reduction

Annual grant claimed from South Norfolk Council for hosting recycle plant

Allowing for full occupancy

EXPENDITURE	2022/23 Actual	2023/24 Budget	2023/24 Actual to Dec 23	Estimated20 23/24 to March 24	2024/25 Budget
Salaries	6,963.33	7,383.33	5,521.60	7,373.80	7,793.80
Admin/Web Host/Ins/Audit	2,213.15	2,200.00	2,049.09	2,400.00	2,900.00
Subs & Training	217.30	600.00	271.76	600.00	600.00
Grass Cutting/Maintenance	3,347.02	3,300.00	3,381.23	3,300.00	3,500.00
Grants (Section 137 if no longer allowed POC - Allowance 2022/23 £8.82 p/e)	-	500.00	200.00	500.00	500.00
Allotments	452.96	650.00	529.09	650.00	650.00
Highways - Street Lights	1,035.54	2,000.00	568.86	2,000.00	2,000.00
Sports/Rec South Green	939.59	1,500.00	678.00	1,500.00	1,500.00
Sports/Rec Nth Green Rd	1,266.62	2,200.00	1,262.78	2,200.00	2,500.00
Misc Expenses E/Marked Exp	9,907.10	6,500.00	4,142.94	6,500.00	5,000.00
TOTAL EXPENDITURE	26,342.61	26,833.33	18,605.35	27,023.80	26,943.80
CIL EXPENDITURE			1,572.52	1,572.52	
VAT					

Balance Reconciled to Dec 23 Accounts

67,156.88

Anticipated Balance 31/3/2024

60,013.79 (9)

Projects and earmarked expenditure 2024/25

Bus shelter	-	If proceeds with PP funding, Councils costs Approx 2,817.00 would come from CIL
To Town Council towards provision of car parking	-	Paid £750 22/23, fund bi annually upon request - Fund from BCC refund
Provision towards community projects	3,000.00	To fund request for support from community groups and to fund community projects and events
Provision toward GM in the churchyard	500.00	Last provided 22/23 £500
Village maintenance contingency fund - move surplus to reserves	1,000.00	Reserves currently 22k
Playground ongoing maintenance/improvement - move surplus to reserves	500.00	Reserved fund currently 5k, CIL funding also available

5,000.00

Contingency fund/future project consideration - Tree Maintenance, Pond Maintenance, future consideration of provision for burial ground, set aside for legal consideration KHph

CIL - ongoing consideration of South Green Pavillion/other community improvement projects

2023/24 Budget comparison notes

- (1) Interest anticipated over budget - increase in interest rates
- (2) Grant income over budget - Coronation grant SNC
- (3) Misc over budget - Anticipate receipt refund for BCC
- (4) CIL and VAT Income and Expenditure not included included in budget - CIL schedule submitted to SNC annually, both CIL and VAT included in balance reconciliation Annual accounts.
- (5) Salary includes proposed NIC increase for 2023/24 included on November agenda
- (6) Admin over budget because of introduction of room hire, part of this was mitigated 2023/24 because of BT ceasing advance line rental and providing compensation. Room hire will need to be adjusted for in full in 2024/25
- (7) Village maint/Grass cut currently anticipated to be on budget collectively across all areas
- (8) Streetlight balance is set aside for future repairs

(9) Breakdown of anticipated balance

31/03/2024

CIL	11,441.30	* Approx 3 k for Bus shelter if needed and currently considering funding towards playground equipment - Approx £6k holding since 19/20
General Fund	14,624.97	* GF may vary dependant on VAT reclaimed prior to YE - should allow 3-6 Months Expenditure
Village Maintenance Contingency Fund - Increased £2k but TBC Y/E	22,000.00	* Included 5k Legal costs set aside KH
Streetlight Fund - increased £500	4,600.00	
P/G Equipment Fund - increased £1000	5,000.00	
Refunded BCC support	2,347.52	* set aside 750 for Provision of parking and balance to provide access to services for parishioners
	60,013.79	

10/1/24