

# Pulham St Mary Parish Council

Clerk to the Parish Council  
Lisa Shulver  
59d High Road  
Wortwell  
Harleston  
Norfolk  
IP20 0HA  
Tel: 01986 788048

Email: [pulhamstmary.pc@outlook.com](mailto:pulhamstmary.pc@outlook.com)

Website: [www.pulhamstmarypc.org.uk](http://www.pulhamstmarypc.org.uk)

## **Minutes of the Parish Council Meeting held at the Pennoyer Centre, on Tuesday 13<sup>th</sup> February 2024.**

### **The meeting commenced at 7.30 pm.**

**Present:** Cllr Scanlan, Cllr Andersson Hewitt, Cllr Yaxley, Cllr Freeman and Cllr Hudson attended as a councillor and district councillor. The Clerk and District Cllr Thompson.

#### **1. Welcome.**

The Chairman, Councillor Scanlan welcomed everyone to the meeting.

#### **2. To consider apologies and reason for absence.**

Apologies were accepted from Cllr Langshaw, McDaniel, Burrige, Boardman and County Cllr Wilby.

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

Cllr Scanlan declared interest on Pennoyers and YEP.

#### **4. To approve minutes of the last meetings of 11<sup>th</sup> December 2023.**

The minutes of 9<sup>th</sup> January 2024 were ratified as a true record of the meeting, a copy was signed by Cllr Scanlan

#### **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.**

£300.00 has been received from SNC clean up and bloom grant. Councillors will consider expenditure of the grant and this will be added to the March agenda.

An email from the Pennoyers trustees has been received on clarity of parameter to claim from the £3,000.00 community funding for 2024/25. The Clerk has already responded and confirmed all applications from community groups/projects operating within the village, can be submitted by email or letter. Requesting assistance to help support a service or to deliver an event, open to community. Applicants can be from a single group applicant or joint group collaborations. There is currently no limit on the number of claims made, but all claimants should be mindful of the total budget of £3,000.00 for 2024/25.

The trustees asked if funding for upkeep of a building which provides a facility for community groups would be acceptable. Council confirmed this would be and also confirmed all applications would be considered on their own individual merit and value of service to the community.

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

The Chairman provided a brief update on high attendance of the recent Man Shed meeting. He had no current village maintenance to report but parishioners can report any village maintenance requirements to the Parish Council. Cllr Scanlan promoted the YEP and Trailblazers, which both provide excellent services to younger members of the community.

## 7. To receive County and District Councillors Reports

County Cllr Wilby had provided a report – copy attached.

District Cllr Thompson delivered his report, report attached.

District Cllr Hudson Provided an update on Harleston Road Closure at the entrance to Pulham Market village centre. He was pleased to advise that after personally following up on this matter today, the road has now been opened. He will however submit a complaint on the management of this emergency repair; the delays imposed on the contractor by the County Council, the disjointed services provided and the inconvenience caused to the local community.

District Cllr Hudson delivered his report, copy attached.

***Cllr Thompson left the meeting***

### Public Forum

*No members of the public were present so no public forum was required.*

## 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

2024/0109 3 Glebe Farm Close, single storey extension – This application was circulated to councillors with the exception of Cllr Hudson, who has ongoing declared interests on all planning matters as a district member who is consulted separately on planning matters, or Cllr Broadman, who had declared interest on this application. No objections were raised or received from members of the public. **The Clerk submitted support on 31/1/24**

Amendments to \* 2022/2394 Land South of Chestnut Rd, Erection of 11 properties including 3 x 2 bed social provision properties. Cllr Hudson was happy to provide comparison maps and background information on planning history of the plot, but withdrew from consideration by councillors on this application amendment.

Councillors agreed that the social provision has now been addressed. The applicant has used existing trees to mitigate impact of the development and improved access has now been addressed. No objections have been received by Council from parishioners, **Councillors therefore requested the Clerk submit support on the application amendments. Support will be submitted on 14/2/24**

- **To receive update on applications for day-to-day village maintenance work and consider action (if required).** The Clerk has recently sent out details of the contract to an interested applicant.
- **Update on consideration of replacement playground equipment (Cllr CY and Cllr VHA)**  
Cllr Yaxley is currently trying to book an appointment with action play and leisure to discuss options. Council agreed the current equipment is still fit for purpose and a new additional piece of equipment should be considered. Council ratified the bench recently provided for the play ground should be provided from CIL as this is part of the current ongoing improvement playground project.
- **To consider requests from Harleston and Redenhall TC for support towards provision of free car parking in the market town**  
Cllr Yaxley proposed £500.00 from the 2024/25 budget, in line with Councils historic policy to support this provision bi annually. This was seconded by Cllr Freeman and unanimously agreed. This funding will be provided for from the refund from Beckvale Community Car, to provide access to the community for local services. Free

parking in the local market town provides for parishioners of neighbouring villages including Pulham St Mary. It also supports small shops within the market town, as it encourages local shopping/or visiting hairdressers of cafes etc. **Action** the Clerk will advise the Town Clerk of Councils decision and forward funding in April 24.

- **To consider requests from YEP for funding of additional equipment from 2023/24 budget and further support in 2024/25**

Cllr Scanlan declared an interest, withdrew from consideration of this matter and Cllr Yaxley took over chairing the meeting. Councillors agreed that as there is currently a balance remaining within the 2023/24 budget to assist with the set up of this group, consideration of this application should be from this funding.

Cllr Hudson proposed £500.00 to provide a folding pool table, this was seconded by Cllr Freeman and unanimously agreed. Cllr Hudson proposed £360.00 to provide a shed at the allotment used by the YEP, this was seconded by Cllr Freeman and unanimously agreed.

This funding concludes expenditure for this project for 2023/24.

- **To receive notice of the Norfolk Minerals and Waste Local Plan Submission**

Councillors received notice.

- **To appoint internal auditor for 2023/24 documents**

Council ratified appointment of TN to carry out the 2023/24 annual audit.

- **To review and ratify policies for annual and periodic review**

Councillors are currently reviewing documents drafted by the Clerk, this matter will be ratified at the March meeting.

- **To review and ratify 2024/25 Action Plan**

Cllr Freeman requested will update Councils Playground maintenance check list to match Rospa requirements. He will organise a working group to address maintenance actions Spring/early Summer to ensure work is complete before the next Rospa inspection. **Action** The Clerk will update the Action Plan to reflect this and will move ratification of the Action Plan to the March agenda.

## 9. Accounts

- **To ratify income and expenditure for February 2024**

Cllr Yaxley proposed accepting all income and expenditure for February 2024, this was seconded by Cllr Freeman and unanimously agreed.

The balance following presentation of the listed Income and expenditure will be £65,120.85

### Feb Income

INCOME:	Amount	Description
Allotment Rents	£165.60	Allotment Plots 3,5,14,18 and 19
SNC	£300.00	SNC Clean and Bloom Grant
<b>TOTAL INCOME</b>	<b>£465.60</b>	

### Feb Expenditure

EXPENDITURE:	Gross	VAT	Net	Description
BT	45.17	7.52	37.65	BB, land line and call pack to 23/2/24
Excite	1,100.12	183.35	916.77	GM 2 village visits 3 SG visits and 1 cut
Pennoyers	45.00	-	45.00	Room Hire 9/1/24
L Shulver	609.60	-	609.60	Clerks January Salary
L Shulver	25.60	-	25.60	Admin
<b>TOTAL EXPENDITURE</b>	<b>£1,825.49</b>	<b>£190.87</b>	<b>£1,634.62</b>	<b>£1,825.49</b>

Council received the bank reconciliation to 31/1/24, prepared by the Clerk, and Cllr Freeman approved the January reconciliation.

**ACTION** the Clerk will raise the bank transfers listed for February payments and Cllr Andersson Hewitt will approve all payments.

**10. To receive other reports.**

**Flood Mitigation** – Latest correspondence has been circulated; no further action required by Council at this time.

**Neighbourhood Watch** – No update as insufficient volunteers have come forward. There is a new advert in the March magazine.

**Youth Engagement Programme** – There are currently 60 members, 20 average attendees per week. Music nights are proving popular and there are 5 trips being organised, utilising funding from Adnams (community Trust). **YEP are currently recruiting volunteers**

**Footpath Warden** – The FP warden, continues to walk the footpaths and will carry out the next full assessment April/May

**Tree Warden** – no update

**SAM**– no update

**Armed Forces Champion** – no update

**Sports and Recreation Committee.**

37 people attended the first Pulham’s Mens Shed (PMS) meeting on Saturday 27th January, the next meeting will be on 24th February (including visiting a neighbouring Men's Shed) and hopefully a programme of events will be organised over the Spring / Summer when the better weather comes along.

To assist with communication, PMS have their own domain [www.thepulhamsmensshed.org.uk](http://www.thepulhamsmensshed.org.uk) and an email address [mail@thepulhamsmensshed.org.uk](mailto:mail@thepulhamsmensshed.org.uk)

It's not too late to get involved, anyone interested can sign-up for updates by following link <http://eepurl.com/i10KW6>

There is also a WhatsApp community, signup via link <https://chat.whatsapp.com/la2CWsW0ZKs8nW0sr1eDPY>

**To consider the date of next meeting and the APM**

As the Church are hosting a village meeting on the 12<sup>th</sup> March, the APM and the next parish meeting will be moved to 19<sup>th</sup> March 2024 at the Pennoyer Centre.

The Annual Parish Meeting, a meeting for parishioners, to which local organisations/groups will be invited and asked to provide a report, will commence at 7pm

This will be followed by the March monthly meeting

**Meeting Closed at 20.53**

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

## Cllr M Wilby Report

I recently attended the official opening of the Herring Bridge (3<sup>rd</sup> river crossing) in Gt Yarmouth. The bridge now provides a long awaited direct link between the A47 at Harfrey's roundabout and the port and enterprise zone on the other side of the River Yare. The bridge will ease traffic congestion on the town's roads and shorten journey times for all modes of travel, as well as supporting wider plans to maximise investment, regeneration and economic growth opportunities across the Great Yarmouth region. Construction work started in January 2021 but many years of work and planning came before, to realise the long-held aspirations of local people. Shortly afterwards, the world became gripped in the Covid-19 pandemic which continues to change all of our lives to this day. In February 2022 work was disrupted again by the discovery of an unexploded World War 2 bomb, which eventually detonated on the site and made the half-finished bridge famous around the globe. Thankfully no one was harmed and we are forever in debt to the emergency services personnel who supported us during this time. The project has supported hundreds of construction jobs and training placements in the local area. Over £20m has been spent within 30 miles of Great Yarmouth and over 3,000 young people have been engaged through the project, inspiring the engineers of the future.

A contractor has been selected to undertake the construction of Long Stratton's Bypass, in what is the latest step in the long-awaited project. The job of building the route has been given to Octavius Infrastructure, with construction work on the estimated £46.9 million road expected to begin in the spring. Approximately 2.4 miles long, it will help to ease traffic congestion, with the single carriageway bypassing the town to the east, before rejoining the existing A140. The road will not only solve the transport issues caused by the bottleneck on the A140, which is a major local route, but also open up improvements for cycling and walking in around the town. Once in place the scheme will cut congestion, unlock economic growth and improve journey times across the county. Construction work is expected to take 18 months to complete, with the road open to traffic by the end of 2025.

Norfolk County Council and the Royal Norfolk Agricultural Association have launched the new Norfolk Rural Business Awards. The awards were launched at the recent annual Norfolk Farming Conference and are designed to recognise the essential nature and huge importance of Norfolk's rural communities and businesses to the region. Farmers, young farmers, winemakers, brewers, food producers, agri-tech companies, businesses with close rural connections, and rural community groups are all part of the rural community. With more than nine different categories from best emerging talent to best farming innovation adopter, it is anticipated these new awards will celebrate exceptional talent and businesses. The entry form for nominations to each category can be found online at [www.norfolk.gov.uk/business/norfolk-rural-business-awards](http://www.norfolk.gov.uk/business/norfolk-rural-business-awards) Entry deadline is 19<sup>th</sup> April 2024. Judging will include a visit to all shortlisted businesses.

NCCs Bus service Improvement Plan has so far increased the number of bus passenger journeys in Norfolk by 16% on last year. The £49.5m grant from central government has so far been used to launch 12 new bus routes and increase services on 32 others. With the £2 bus cap also in place till later this year it's a good time to use the bus.

A big congratulations to Harleston Library on celebrating their 60<sup>th</sup> Birthday. There is so much on offer at all of our libraries and you are always sure of a very warm welcome from the staff.

My next surgery is at HIP on Saturday 3<sup>rd</sup> March

Best Wishes Martin

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

**Half Term Holidays Kids Camp**

The Kids camp school holiday club in Long Stratton and Wymondham has recently been recognised as exceptional by assessors from the Big Norfolk Holiday Fun team. Activities include swimming, games, arts and crafts and a range of sports. Kids Camp is Ofsted registered and available every school holiday for children aged between 5-15.

[Kids Camp - South Norfolk Leisure](#)

**Grants Available**

I encourage the council to check the grants section of the SNC website, as schemes are launched and updated. Programmes include funding for organisations that support residents to find training and employment opportunities, as well as local sports initiatives and the CAF, Member Ward and Business funds, you are already familiar with. [Community funding Broadland and South Norfolk \(southnorfolkandbroadland.gov.uk\)](#)

**Budget Core agenda item at next full council meeting**

The next full council meeting will be held on Wednesday 21 February at 7.30pm, and will include budget setting for the coming year including confirmation of decision on council tax, infrastructure and community investment among other things. Full details of the agenda will be published in the week prior to the meeting.

[Agenda for South Norfolk Council on Wednesday, 21st February, 2024, 7.30 pm - South Norfolk and Broadland](#)

**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

### Warm welcome at Council's Leisure Centres

South Norfolk Council's Leisure Centres are throwing open their doors to help those struggling with the cost of living. Residents struggling with the cost of living and keeping warm, can drop in the Centres during opening times and let the reception staff know they're there for a 'warm space'. They will then be offered a seat somewhere toasty and a free cup of tea. Visitors can stay for as long as they like and are encouraged to bring a book or something to do.

<https://www.southnorfolkandbroadland.gov.uk/news/article/414/warm-welcome-at-council-s-leisure-centres>

### Flytipping.

Fly-tipping and littering have a negative impact on the environment and human health, as well as a significant cost to taxpayers in having fly-tipped waste removed. It is a criminal offence to deposit waste without authorisation and there are strict laws around the movement and disposal of waste.

South Norfolk do a great job on responding to this

<https://www.southnorfolkandbroadland.gov.uk/keeping-streets-clean/flytipping-littering>

Report instances of Flytipping here

<https://forms.southnorfolkandbroadland.gov.uk/councilforms/Neighbourhood/FlyTipping/LocationDetails>

### South Norfolk Council's 24/25 Budget

Those you tuned into South Norfolk Cabinet meeting (12<sup>th</sup> February) will know that the Band D level of Council Tax be recommended to be increased by £5 to £170.00. That rise will generate approximately £265,000 to support services. Full council will consider this on Wednesday 21<sup>st</sup> February 2024

Best Wishes

Clayton Hudson

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

m: 07917 060239

e: [mail@claytonhudson.co.uk](mailto:mail@claytonhudson.co.uk)