

Pulham St Mary Parish Council

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Minutes of the Parish Council Meeting held at the Pennoyer Centre, on Tuesday 19th March 2024.

The meeting commenced at 7.55 pm.

Present: Cllr Scanlan, Cllr Freeman, Cllr McDaniel and 4 members of the public

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, Burrridge, Boardman, Yaxley, Andersson Hewitt, District Cllr Hudson, District Cllr Thompson 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 13th February 2024.

The minutes of 13th February 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.

All matters for discussion or update are included within the agenda

6. To receive the Chairman's Report.

The Chairman provided a report at the APM.

7. To receive County and District Councillors Reports

Reports from County and District Councillors were provided and filed with the APM minutes.

Public Forum

Parishioners present discussed with Councillors concerns on increased flooding and surface water flooding within the village. Councillors provided an update on response to date from NCC, Anglian Water and other 3rd party agents. Copies of reports of flooding of North Green Road/Village Centre by District Cllr Hudson to NCC and the District Council Surface Water Drainage Officer were reviewed and discussed. Councillors agreed a two-step approach 1) to identify and write to landowners who have responsibility for maintaining ditches in areas impacted by surface water flooding and 2) to continue to write and add pressure on NCC and other 3rd party agents, responsible for maintaining under road drainage pipes, grips and drain gulleys.

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. Amendments to 2022/2394 Land South of Chestnut Rd, Erection of 11 properties including 3 x 2 bed social provision properties. **Support submitted 14/2/24**

2024/0109 3 Glebe Farm Close, single storey extension – Cllr Broadman declared interest on this application. support submitted on 31/1/24 **Approved with conditions 22/2/24**

No New Applications

- To consider expenditure of the £300.00 clean up and bloom grant** – Due to the low number of councillors present this item was moved to the April agenda
- To review and ratify policies for annual and periodic review** – Councillors ratified review of the annually reviewed policies circulated by the Clerk. **ACTION** the Clerk will update information on the parish website.
- To review and ratify the 2024/25 action plan** – Cllr McDaniel asked that Council consider actions required on provision of additional burial land. **Action** This will be included on the April agenda. The action plan will be updated following consideration of this matter.
- To consider replacement playground equipment (Cllr CY and Cllr VHA)**
Cllr CY and VHA had provided apologies, this item was moved to the April agenda
- To consider request for funding from the Pennoyer Trustees for 2024**
Due to the low number of councillors present this item was moved to the April agenda
- To consider action following successful bid for Parish Partnership funding for relocation of bus stop and provision of a new shelter.**
The Clerk has requested an update on viability of relocating the Norwich bound bus stop.
- To consider expenditure on South Green/Pavillion Project**
Due to the low number of councillors present this item was moved to the April agenda

9. Accounts

• To ratify income and expenditure for March 2024

Cllr Scanlan proposed accepting all income and expenditure for March 2024, this was seconded by Cllr McDaniel and unanimously agreed.

The balance following presentation of the listed Income and expenditure will be £63,951.04

March Income

INCOME:	Amount	Description
Allotment Rents	£83.12	Allotments 15 and 21.5
Allotment Rents	£33.12	Allotment 2
Pulham Market Parish Council	£146.63	Shared Phone and internet costs
TOTAL INCOME	£262.87	

March Expenditure

EXPENDITURE:	Gross	VAT	Net	Description
PEYP	499.99	-	499.99	To provide a potable pool table
BT	45.17	7.52	37.65	Phone and internet to 23/3/24
TT Jones	53.64	8.94	44.70	1/4ly streetlight maintenance
Pennoyers	45.00	-	45.00	Room Hire 13/2/24
Wave	16.39	-	16.39	Allotment water Supply
L Shulver	609.60	-	609.60	Clerks Salary February
HMRC	23.40	-	23.40	PAYE Jan - March 24
L Shulver	29.50	-	29.50	Clerks Admin
Reimburse Clerk for parish expenses	109.99	-	109.99	Paid Mcfee, internet security on
TOTAL EXPENDITURE	£1,432.68	£16.46	£1,416.22	£1,432.68

Two further payments for invoices received following completion of the accounts will be raised and accounted for in the EOY adjustments. £30.99 for chain links for the play park and £12.75 for signage for the play park.

Council received the bank reconciliation to 29/2/24, prepared by the Clerk, and Cllr Mc Daniel approved the February reconciliation.

ACTION Cllr Freeman will approve all payments raised by the Clerk.

10. To receive other reports.

Flood Mitigation – No further reports.

Neighbourhood Watch – This initiative will continue to be advertised.

Youth Engagement Programme – Report provided at the APM

Footpath Warden – Encroachment of crops on Footpaths have been reported

Tree Warden – no update

SAM– SAM reports were provided at the APM

Armed Forces Champion – no update

Sports and Recreation Committee.

An updated playground report is attached.

To consider the date of next meeting and the APM

The April meeting will be held on 9th April 2024, 7.30pm at the Pennoyer Centre.

Meeting Closed at 20.30

Signed Date.....

MW report for March meeting

New measures to slow down drivers and make roads safer for pedestrians are to be introduced to more than 100 towns and villages across Norfolk. Just over £1m is due to be spent on 118 highway schemes, including vehicle-activated speed signs, bus shelters and new footpaths. The changes will be made through Norfolk County Council's parish partnership initiative to make towns and villages safer. First launched in September 2011, the scheme invites communities to bid for cash to make much needed improvements. NCC will put in almost £470,000 and the Safety Camera Partnership £44,000. Town and Parish councils match fund that money to pay the remaining cost of all the schemes – a contribution of about £485,000. Locally I have supported bids from Pulham St. Mary, Redenhall with Harleston, Scole and Brockdish.

Norfolk County Council's Adult Learning service has been rated as 'Good' by Ofsted. The latest report praised the service for its high-quality teaching and its positive impact on learners lives and careers. With an annual income of over £5million, Adult Learning worked with more than 6,000 learners in the 2022-23 academic year – a 50% increase in just one year! This makes it one of the largest adult education providers in the country. Devolution will allow for greater local control over the courses offered by NCCs Adult Learning service. This means that courses can be better tailored to meet Norfolk's most in-demand skills. Enrol now on one of the many courses on offer at www.norfolk.gov.uk/adultlearning

With another tree-planting season coming to an end our One Million Trees for Norfolk project will reach the next major milestone of over 400,000 trees and hedges planted across the county by the end of March, increasing habitat for wildlife, helping flood alleviation and storing carbon. Planting is happening across the county, not just on large tracts of land but on small farms and in gardens – so everyone can take part. Knowing where trees and hedges have been planted will help us to understand where Norfolk's coverage is growing and its future impact. If you have planted any trees or hedges this year (or since November 2019) then let us know by adding it to our online map at www.norfolk.gov.uk/planting

The Apprenticeships Norfolk scheme has recently hit the £1m milestone of levy transfers a year ahead of schedule. Through the scheme, 90 businesses in the county have started 180 apprenticeships, from Level 2 through to Level 7, using unspent funds in Norfolk that would otherwise been returned to HM Treasury. The apprenticeship level is payable by organisations whose annual wage bill is more than £3m and equates to 0.5% of the bill. But if the business has undertaken all the apprenticeships that it has capacity to deliver, it can donate up to 25% of its annual apprenticeship levy to another organisation. Levy transfers are used to new apprentice starts, new recruits and existing employees. Businesses wanting to find out more about the scheme can visit the Apprenticeships Norfolk Website

A big Thank you to all local volunteers that have helped NCC with flooding issues throughout the winter especially recently in Harleston.

My next surgery will be on Saturday 6th April 10am at HIP

Best Wishes
Martin

North Green Play Park

No: 4

ROSPA Report and Scheduled inspection findings

Equipment & Defects Identified	Recommended Actions	Notes	Actions Planned / Completed	Date
Wood entrance Gate. Spring closer loose	Re-fit Spring closer		Re-attached	Mar-24
Bench Seating, End caps missing	Fit End Caps		7 MISSING, Order placed for replacement £9.29	Mar-24
Seating, Gaps between slats greater than 30mm and are known to cause entrapments	None Recommended	Item as purchased		No Action
8 Seater Picnic Table		OK	Security chain required	
Gate Double Metal		OK		
Boundary, Fencing, Vegetation - Grass cutting	Repair Fence, Trim Vegetation	See Picture 4d	Replace fence post at gate and behind MPLU	
Bin Rubbish		OK		
Swing Mixed, Chain covers prevent inspection	Remove chain covers		Will be removed prior to next inspection	Jun-24
Swing Mixed, Saw cut to support beam	Infill and re-stain	See picture 4a		
Carousel,		OK		
Multi Play Log Unit With Slide, EN 1176-1:2017 Equipment not compliant with the requirements of the relevant standards.		Item as purchased	The equipment was purchased some years ago it may be a reasonable assumption it met spec at that time. Ensure play park equipment meets latest spec when next upgraded	N/A
MPLU, Head entrapment.	None recommended	Item as purchased	Old pre-EN unit with entrapments. Monitor	N/A
Horizontal guard rails without vertical or solid infill	None Recommended	Item as purchased	Old pre-EN unit with entrapments. Monitor	N/A
MPLU, Strimmer Damage	Prevent further damage. Remove grass/weeds base of supports	Prevent further damage. Remove grass/weeds base of	Glyphosate Herbicide used around all supports, x 2 in the growing season	Apr-24
MPLU, Hedge encroachment	Cut Back Hedge	Excite Contractors		2024
MPLU, Protruding Bolt	Monitor	Bolt Tight, Monitor		
Slide - Embankment, Gaps have opened up between tiles causing trip hazard.	Re-glue and fill gaps and joints as necessary	Work group task		2024
Swings Toddler, 1 Bay 2 swings. Matting Gaps	Re-glue and fill gaps and joints as necessary	Work group task		2024
Swings Toddler, 1 Bay 2 swings. Lower couplings worn	Replace all lower couplings	See Picture 4b & 4c		
Slide - Embankment, The grass requires cutting / mowing	Excite solutions cut grass to schedule/as required			

North Green Play Park

No: 4

ROSPA Report and Scheduled inspection findings

Rocker - Daisey, The supports are loose in the ground	Spring base loose in the ground, allowing the unit to lean to one side. Re-set.	Source Info on Ground Fixing	Monitor for deteriorate, Checked March 24, OK	Mar-24
Multiplay - With Tunnel & Bridge,	EN 1176-1:2017 The item is not compliant with the requirements of the relevant standards. The surfacing meets with the requirements of the relevant standards.	Item as purchased	The equipment was purchased some years ago it may be a reasonable assumption it met spec at that time. Ensure play park equipment meets latest spec when next upgraded	N/A
Multiplay with Tunnel & Bridge. The opening in the barrier on this easily accessible steep play element is wider than 500 mm.	No reasonably practicable action is identified.	Item as purchased	As Above	
Rocker - Seesaw, EN 1176-1:2017, EN 1176-6:2017 The item and its surfacing (where applicable) meet with the requirements of the relevant standards.	Gaps have opened up between tiles causing trip hazard	Work Group Task. Refit the tiles.		

