

# 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 9<sup>th</sup> April 2024.**

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

**Present:** Cllr Scanlan, Cllr Freeman, Cllr McDaniel, Cllr Langshaw, Cllr Boardman, Cllr Yaxley, Cllr Andersson Hewitt and Cllr Hudson attended as both a Parish Cllr and District Cllr. The Clerk, County Cllr Wilby and 1 representative from the Mens Shed were also in attendance

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

The Chairman, Councillor Scanlan welcomed everyone to the meeting.

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

Apologies were accepted from Cllr Burrridge, District Cllr Thompson.

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

Cllr Scanlan declared interest on Pennoyers and YEP, Cllr Hudson declared interest on the Mens Shed.

#### **4. To approve minutes of the last meetings of 19<sup>th</sup> March 2024.**

Cllr McDaniel requested that the minutes were amended to include the concerns she raised during the open forum on neglect by Anglia Water and NCC to answer emails and address issues with regards to flooding along the Beck and in the Station Road area of the village. The minutes of 19<sup>th</sup> March 2024 were then 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 reported that flooding issues within the village are an ongoing concern for the parish council. He noted that at the annual meeting a member of the public did question the reserves held by the parish council, the end of year reserves is listed and earmarked funds identified within the EOY/audit documents and will be published on the parish website. Cllr Scanlan continues to promote and advertise for volunteer to resurrect a neighbourhood watch scheme within the village. It is good to see both Pennoyers and the Church organising community and charity raising events within the village and he reminded councillors of the importance of supporting these.

#### **7. To receive County and District Councillors Reports**

Reports delivered by County Cllr Wilby and District Councillor Hudson, copies of these and a report submitted by District Cllr Thompson are attached.

## Public Forum

*Cllr McDaniel as a member of the public and a member of the Station Road Flood Group requested the support of the County Cllr. She noted NCC are continuing to ignore emails and not address issues in relation to flooding along the Beck and Station Road area of the village. Promises made at the last meeting with S Halls of NCC, are not being delivered. Cllr Wilby requested the Station Road Flood Group email him direct and he would chase up a response.*

*Cllr Hudson as a member of the public advised that he has now been elected chair of the Pulhams Mens Shed. The Mens Shed currently has 48 people signed up as members. Applications have been made to the charity commission and for a bank account. The last meeting was held on Easter Good Friday and the next meeting is planned to view another Mens Shed, who are currently using containers to provide accommodation for the group. The Pulhams Mens Shed are looking for a formal base and would like to be included in discussions, or for the Council and Village Charities to note their interest, when they discuss the renewal of the lease on South Green in the next year or so.*

*Cllr Langshaw as a member of the public, noted dissatisfaction with the District Planning Department on the neglect of the Kings Head Public House and for the lack of enforcement, for the owner to maintain this listed building. He feels the District Council have let the village down.*

*AC – a representative from the Mens Shed, discussed the positives of a Mens Shed within the village and the opportunities for members to give back and assist with the overall maintenance and wellbeing of the village.*

*County Cllr Wilby and AC left the meeting.*

## 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

**It was noted at the meeting of 9/4/24 that application 2022/1353 has further amendments now stating 2 dwellings, dated October 2023. The Parish Council and District Cllr Hudson do not believe they have been consulted on these amendments – ACTION the clerk will contact SNC planning.**

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**

## No New Applications

2024/0814 Kings Head – demolition of main public house building – listed building consent. **Following a discussion Councillors requested ACTION the Clerk submit a request that this application is considered for refusal - because the demolition of this historic building within the conservation area, in the centre of the village, would have a negative impact on the current street scene and would cause unacceptable aesthetic damage.**

## Confidential Minute

- **To consider expenditure of the £300.00 clean up and bloom grant** – Council agreed the funding could be used to provide plants for the village planters, but the purchase of plants should be deferred to late May.  
**ACTION** Councillors requested the Clerk procure costs for 2 planters approx. 1m\*50cm in recycled plastic type material to replace the old damaged planters either end of the village.
- **To consider replacement playground equipment (Cllr CY and Cllr VHA)**  
Cllr CY and VHA have been speaking to 2 playground suppliers on purchase in install cost of a zip wire and/or trampoline. They hope to bring a schedule for Councils consideration at the May meeting.
- **To consider request for funding from the Pennoyer Trustees for 2024 – Cllr McDaniel temporarily chaired the meeting for this item**  
A proposal was made to advise the trustees they should apply for funding for events on an event-by-event basis, throughout the year and to reject their request for £1,250.00 towards the up keep of the building. The parish council have agreed they wish to prioritise community group support and support of events, this financial year. This motion was seconded.  
  
A second proposal was received to support the request from the Pennoyer Trustees for funding of £2,000.00 for 2024, this motion was not seconded.  
  
Council voted on the initial proposal, Cllr Scanlan declared an interest and did not take part and there was 1 abstention. The motion was passed. **ACTION** The clerk will advise the trustees the request for £1,250.00 has been refused for this year but applications can be submitted for events through the year and will be considered on their own merit.
- **To consider action following successful bid for Parish Partnership funding /correspondence from NCC on location of bus stop**  
R Pratt NCC - has advised the bus stop can not be moved, but a cantilever type shelter could be sited on the edge of the path. With no sides this would not obstruct the path. **ACTION** The Clerk will respond to R Pratt and request details of a preferred supplier, from whom to obtain a quote. If it is considered beneficial, she will also request an updated quote from Westcotec.
- **To consider correspondence with landowners on maintenance of ditches within the village**  
Councillors agreed the letter drafted by the Clerk, reminding landowners of their responsibility under the Land Drainage Act 1991 and opening up an opportunity for landowners to feed-back on any issues that may be contributing to surface water flooding. **ACTION** the Clerk will forward letters to landowners who may be responsible for ditches along North Green Road, where surface water has been a concern recently.
- **To consider long term provision of additional burial grounds and funding of ecclesiastical charities**  
The Clerk has procured confirmation from NALC that since a change in 26/12/23 Parish Councils are now able consider providing money for the fabric of a church. Councillors must remain mindful that public money must be spent wisely. **ACTION** Councillors requested this be included in matters for consideration late summer/autumn when consideration of the 2025/26 budget commences.  
  
The Clerk has also obtained information on possible outcomes and procedure for managing burial grounds as they become full. Council agreed it would be prudent to engage in conversation with the PCC to ensure the village are prepared.
- **To consider ongoing review of the 2024/25 action plan**  
The action plan has been completed to include all task but some of the projects for 2024/25 still need updating or including within the plan. Outstanding improvement to the play park with the provision of new equipment remains ongoing from 2023/24, this project is progressing and will now be included in 2024/25. The Clerk suggested that a working group may be required to assist with Councils support on flood mitigation. Members impacted by flooding agreed they would not be able to form a working group as this would be a conflict of interest. The Clerk explained the administration expected from her was taking up a lot of time, Cllr Scanlan agreed to be included on future emails and would respond on behalf of the council if appropriate.

Dependent on the level of work required, should the Council decide to include work around discussing or procuring additional burial land, or negotiating/sub dividing a new lease at south green or subletting to the Mens Shed, working groups will also be required to assist. The action plan remains ongoing.

*Council ratified and extension to the meeting to allow the completion of business*

- **To consider the request from the Mens Shed and expenditure on South Green/Pavillion - Moved to the end of the meeting to allow Cllr Hudson to declare an interest and leave the meeting**

## 9. Accounts

- **To receive annual accounts for 2023/24**

Council received the income and expenditure report for March EOY adjustments

INCOME:	Amount	Description
Nationwide Instant Saver	£199.98	Investment Income
Nationwide 95 day saver	£376.63	Investment Income
<b>TOTAL INCOME</b>	<b>£576.61</b>	

EXPENDITURE:	Gross	VAT	Net	Description
V Freeman -reimbursement	12.75	2.13	10.62	The Sign Shed - No Dog Sign
L Shulver - Reimbursement	30.99	5.17	25.82	Amazon market place - Chain Links for
Imon Sit Ltd	-	30.00	- 30.00	Xmas Tree, VAT adjustment
<b>TOTAL EXPENDITURE</b>	<b>£43.74</b>	<b>£37.30</b>	<b>£6.44</b>	<b>£43.74</b>

The total balance in the parish bank account following presentation of the above transactions is £64,483.91

Cllr Yaxley proposed the income and expenditure for EOY March adjustment, Cllr McDaniel seconded and this was unanimously agreed

Cllr Yaxley approved the EOY bank reconciliation

Council Received the completed AGAR, presented by the Clerk. The Clerk advised of variances over 15% against the previous years Accounting Statement Schedule - All documents will now be passed to the internal auditor

NB The Clerk advised Council that during 2023/24 a recycle payment from SNC or £250.00 had not been received, this is still being chased for payment. District Cllr Hudson requested the Clerk send details to him so he could chase payment. The Parish have not received invoices for streetlighting since November, since transfer to a new contract with SSE, they are aware and a backdated invoice will follow. These transactions will be included in the 2024/25 accounts

- **To confirm reserves at Year End**

Earmarked Reserves

CIL	10,666.20	planned projects include £2,500.00-£3,000.00 contribution towards bus shelter £3,000.00- £4,000.00 work required at pavilion, balance playground equipment
Legal Costs	£5,000.00	if required to support application for community grant should compulsory purchase become viable
Tree/Pond	£6,000.00	Set aside for ongoing maintenance requirements
Land	£12,000.00	Set aside for purchase of additional burial ground/pledge to increase annually
Streetlamps	£5,000.00	Set aside for maintenance and replacement
Playground	£5,000.00	Building fund to replace equipment
BCC	£2,347.52	Grant from final balance of Beckvale community car scheme. £500 allocated to Harleston and Redenhall Car Parking for 2024/25

General reserves £18,470.19

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

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

The balance following presentation of the listed Income and expenditure will be £61,783.42

INCOME:	Amount	Description
<b>TOTAL INCOME</b>	<b>£0.00</b>	

EXPENDITURE:	Gross	VAT	Net	Description
BT	45.17	7.52	37.65	Package To 23/4/24
L Shulver	609.60	-	609.60	Salary March
L Shulver	21.70	-	21.70	Admin Expenses
L Shulver - reimbursement	9.72	-	9.72	HMRC - short payment in 23/24
PCC	500.00	-	500.00	Funding towards burial ground maintenance
Harleston and redenhall TC	500.00	-	500.00	Car Park contribution
Pennoyer Centre	45.00	-	45.00	Room Hire
NALC	249.30	-	249.30	Subscription
PH Newby	720.00	120.00	600.00	Hedge cutting
<b>TOTAL EXPENDITURE</b>	<b>£2,700.49</b>	<b>£127.52</b>	<b>£2,572.97</b>	<b>£2,700.49</b>

The Pennoyers Admin team have advised the room hire of the boardroom will increase to £50.00 from April 2024. Council needs to ensure good value. On the vote of 4:3 Councillors agreed that the Clerk should research other venues and hire costs within the village.

**ACTION** Cllr Andersson Hewitt will approve all payments raised by the Clerk.

**10. To receive other reports.**

**Flood Mitigation** No further reports.

**Neighbourhood Watch** No further report.

**Youth Engagement Programme** 1 year on the youth group now has 70 members

**Footpath Warden** Encroachment of crops on Footpaths have been reported

**Tree Warden** no further report

**SAM** No further report

**Armed Forces Champion** no update

**Sports and Recreation Committee.**

No further report

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

The May meeting, the AGM will be held on 14<sup>th</sup> May 2024, 7.30pm at the Pennoyer Centre. **Cllr Andersson Hewitt gave apologies**

Cllr Hudson declared an interest and left the meeting

**To consider the request from the Mens Shed and expenditure on South Green/Pavillion**

Council agreed in principle the moving of the power from the dilapidated pavilion to a supply box. **ACTION** The Clerk will procure refreshed quotes for this work, which can be funded from CIL money.

**Meeting Closed at 21.55**

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

## **MW report for March meeting**

A Big Congratulations to Mrs Annie Chapman who has been made a honorary fellow of Cancer Research UK at the National Flame of Hope awards. This award recognises the amazing Annie and all of her helpers and supporters that have raised over £1m since starting the Pink Tractor Ladies Run. We all look forward to seeing the colourfully decorated tractors and their drivers back on the road this year on Sunday 7<sup>th</sup> July.

Work is now underway across Norfolk on the annual spring and summer surface dressing project. The work is carried out between April and September every year while the weather is warmer. This year 280 miles of Norfolk's roads will get a new seal to help prevent potholes opening up, extend the life of the road and provide a new skid resistant surface to reduce the risk of accidents. The team aims to get the holiday areas and main roads treated first so they are complete before the start of the summer season. The first work as part of this year's programme started at the beginning of April and will cost £11.785m and represents an investment in maintaining Norfolk' roads. People are urged to drive slowly and considerately across the new surface until it is bedded in and Highway Teams return to sweep up the loose chippings.

Key functions and employees of the New Anglia Local Enterprise Partnership (LEP) transferred to Norfolk and Suffolk on April 1<sup>st</sup> 2024 as part of the government's devolution process. LEP functions include business representation, strategic economic planning and responsibility for the delivery of government programmes. Business support will continue to be provided by New Anglia Growth Hub – which delivers the LEP's business growth programme, including the administration of grant schemes. The Growth Hub has supported businesses and the region's economy, with the economic impact of it's business growth programme measured over a 10 year period at £1,032,797,741 creating new jobs and safeguarding existing employment.

The Local Government Association have recently published a report, Getting Under the Bonnet, highlighting how councils are working with the NHS to deliver health checks for their communities. Norfolk County Council is cited as a good practice case study as it has progressed to being one of the best in England in terms of the percentage of the eligible population receiving a Health Check. The success of the NHS Health Checks improvement programme is down to a structured review approach, the hard work of the NHS Health Check improvement group and the relationships that have been built up with Primary Care and Providers. Information about eligibility and how to get a free health check is available on NCC's website.

My next surgery is on Saturday 4<sup>th</sup> May at HIP

Best Wishes

Martin

**Cllr Delme Thompson:**

**Report for Pulham St Mary Parish Council, April 2024.**

**Thanks to all** who hosted and engaged with community activities over the Easter period. There were many special moments around our parishes.

### **Nominations for the South Norfolk Community Awards 2024 are open!**

All shortlisted nominees will be invited along to the awards ceremony at Glen Lodge, and the winner in each category will receive £250 to give to their chosen community group or voluntary organisation.

- Young Achiever Award - A young person (aged 18 and under) who has made an exceptional contribution to their community.
- Community Organisation of the Year - A community organisation who has made a significant impact to

the community.

- Business in the Community Award - A local business or commercial organisation that has gone above and beyond to support the local community.
- Volunteer of the Year - An individual who selflessly devotes their time and energy to the community.
- Environmental Champion Award - An individual, school or community organisation who has made an extra effort to have a positive impact on the environment.
- Connecting Communities Award - An individual, school or community organisation that has gone out of their way to encourage communities to come together and promote inclusivity.
- Lifetime Achievement Award - A person who has dedicated over 20 years of their life to the community, volunteering for the benefit of others and deserves special recognition for their efforts and commitment.
- Town or Parish Councillor of the Year - A Town or Parish Councillor within the South Norfolk District that has shown commitment and service to their community.
- Healthy and Active Award - An individual, school or community organisation that has gone above and beyond in facilitating healthy and active lifestyles.

Closing date for South Norfolk is 19<sup>th</sup> May. [South Norfolk Community Awards 2024 Broadland and South Norfolk \(southnorfolkandbroadland.gov.uk\)](https://southnorfolkandbroadland.gov.uk) - [Search \(bing.com\)](https://www.bing.com)

### **GNLP**

In the last month Norwich City Council, South Norfolk Council and Broadland District Council have all formally adopted the Greater Norwich Local Plan - produced jointly by the three councils reviewed by independent inspectors appointed by the secretary of state.

GNLP consists of three documents

It sets out the vision, objectives, and spatial strategy for the area, and allocates sites for different types of development, such as housing and employment, to deliver planned growth to 2038. The Plan is now subject to a 6 week legal challenge period which ends on 7 May for South Norfolk Council

### **Planning Application - Old Kings Head Pub**

We the application that has been filed to demolish the premises, the local sentiment and the petition. As I noted in the community Facebook Group, I have called for the application to come before the Development Management (Planning) Committee that I sit on, to ensure the community have full visibility of the discussion and to provide the Parish Council, objectors and any supporters, the opportunity to present their views in person should they wish. As I am Vice Chair of the committee, I will not be making any public comment on the application itself until that hearing, as to do so would mean I would not be able to play an active part in the final decision.

As we have mentioned previously, I feel Pulham St Mary and our other Parishes are well served by the two councillors you have, in instances like these. As Councillor Hudson does not hold any committee seats he is free to air his views openly on social media, while I take a deliberately quieter approach at a local level reviewing all the information coming to light and then playing an active role at the committee stage. This is a balance I feel we've made work well thus far.

### **Town and parish forum**

**Next meetings scheduled for Wednesday 8<sup>th</sup> May 1pm 2pm.**

## District Cllr Hudson Report to Council

Good evening, Chair, Cllrs

**Daniel Elmer new leader of South Norfolk Conservative group**, has taken over from Cllr Fuller as leader of the controlling Conservative group at South Norfolk Council and will hope to be voted as council leader at its annual meeting in May.

<https://www.edp24.co.uk/news/24231665.daniel-elmer-new-leader-south-norfolk-conservative-group/>

**South Norfolk Council have each agreed a Public Spaces Protection Order to tackle vehicle related anti-social behaviour.**

It stipulates that people using vehicles are prohibited from causing harassment, alarm, distress, or have a detrimental impact on residents or surroundings.

Unnecessarily sounding horns, playing excessively loud music, racing and performing stunts (doughnuts, skidding and handbrake turns for instance) are examples of vehicle anti-social behaviour included in the PSPO, which cause nuisance to people in the locality.

<https://www.southnorfolkandbroadland.gov.uk/news/article/444/new-powers-from-councils-to-protect-residents>

**The Greater Norwich Local Plan has been adopted.**

The agreed plan provides opportunities for around 45,000 new homes (across Norwich City, Broadland and South Norfolk) to meet the needs for housing in both our urban and rural areas between 2018 and 2038. Around 9,000 of those homes have already been built.

<https://www.southnorfolkandbroadland.gov.uk/news/article/443/the-greater-norwich-local-plan-has-been-adopted>

Nominate your community heroes (South Norfolk Community Awards 13<sup>th</sup> year)

This year, there are three new categories, including Town or Parish Councillor of the Year, Connecting Communities Award and the Healthy and Active Award.

<https://www.southnorfolkandbroadland.gov.uk/news/article/440/south-norfolk-nominate-your-community-heroes>

Nominate here

<https://www.southnorfolkandbroadland.gov.uk/communityawards>

Best Wishes

Clayton Hudson

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

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