

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 March 2025.

The meeting commenced at 8.20 pm, immediately following the APM

Present: Cllr Scanlan, Cllr McDaniel, Cllr Yaxley, Cllr Burrige, Cllr Freeman and Cllr Hudson (District and Parish Councillor). The Clerk and 3 members of the public 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 Boardman, Cllr Langshaw and Cllr Andersson Hewitt. County Cllr Wilby and District Cllr Thompson.

3. To consider declaration of interests and dispensation by Councillors

Cllr Scanlan declared interests on matters relating to Parish Charities, Pennoyers and PYEP. Cllr Hudson, as a trustee of the Mens Shed declared an interest on planning 2025/0482.

4. To approve minutes of the last meetings held on 11th February 2025

The minutes of 11th February were ratified as a true record of the meeting and copy 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.

The Clerk advised the bus shelter will be installed 19/3/25 and the meter for supply to south green will be installed on 20/3/25.

PC Phillips has responded on CCTV, but has been unable to offer any assistance.

The Clerk has chased reported repairs and maintenance at both Church Close and Glebe Farm Close on 26/2/25. No response has been received from County Councillor Wilby or Gary Overland. She will chase again. It is understood that a meeting may have taken place with the residents of Glebe Farm Close, this will be investigated.

A 50% deposit for the pc laptop is included within this month's payment. This expenditure was approved at the February meeting. There has been an underspend in training this financial year and Council agreed with the Clerks proposal to cover the current laptop expenditure within this year's admin costs.

The clerk has included details of the public devolution consultation on the parish website.

NALC have provided details of an increase in subscriptions for 2025/26. This will be considered at renewal.

Notice has been received on a variance for the post office alcohol license. Council received the notice and do not wish to submit comment.

6. To receive the Chairman's Report.

The Chairman reported was received at the APM

7. To receive County and District Councillors Reports

The County and District Councillors reports were received at the APM

8. Public Forum

2 members of the public were observing the meeting. 1 member of the public was attending as he wishes to be involved in the proposed Neighbourhood Watch Scheme for Pulham. Councillor Scanlan will organise a public meeting to further promote as a minimum of 4 volunteers will be required.

1 member of the public left the meeting

9. Items for discussion and ratification

• Current Planning Applications

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**

2024/2922 Garlic Farm, Garlic Street – listed building consent to demolish block wall and rebuild and extend existing wall to north end of house to create first floor en-suite – **Support submitted 22/10/24**

2024/3020 Garlic Farm, Garlic Street – listed building consent to insulate loft space, repair/replace windows, demolition of reed dividing wall replace and alter external doors, replace first floor stair case, demolition of stud wall and the construction of new wall, expose moulded and stopped hall joists including removing a lathe and plaster ceiling and demolition of internal wall, internal lathes and plaster wall to expose the original frame. – **Support submitted 23/10/24**

2025/0029 Proposal: 2 no shed extension to existing 8 no shed poultry production facility Location: Upper Vaunces Farm Semere Lane Pulham St Mary Norfolk IP21 4Q – **Support submitted 3/2/25**

2024/3634 Garlic Farm, Garlic Street – 2 storey side extension - full planning permission – **Support submitted 18/2/25**

2025/0117 Crossingford Farm, Garlic Street – replace 2 windows – listed building consent – **Support submitted 13/2/25**

2025/0335 Riverdale, Harleston Rd – Single storey side carport extension – **Support submitted 18/2/25**

New applications

2025/0482 Land North of Sports Ground Station Road - Removal of 2 Timber single storey buildings and replace with 2 single storey timber clad buildings. Cllr Hudson had declared an interest and left the room while the remaining councillors considered. No planning objections were raised, the parish council support this application as it will enhance community provision in the village. **Support will be submitted 13/3/25**

2025/0566 Kings Head Inn – Purchase Notice Received – The Local Planning Authority are considering; the Parish Council have not been consulted.

- **To consider quotes received for work identify on the H&S report on the Chestnut Trees on St Marys Terrace –**
The Clerk requested 3 quotes, 2 have been received. Council considered both quotes for the required work as identified by the H&S Report provided by A T Coombes and Associated; Cllr Hudson proposed accepting the quotation from Waveney Trees for £1,850.00 plus VAT, this was seconded by Cllr Yaxley and unanimously agreed. **ACTION** The Clerk will engage the contractor.
- **To further consider matters relating to South Green - Report from the Charities**
Cllr Scanlan gave a brief update, there have been delays in procuring quotes due to the resignation of the Charity Clerk. This matter will be moved the April Meeting.
- **To consider the request form the PCC for funding for 2025**
Cllr Hudson proposed supporting the PCC by providing £500.00 for churchyard upkeep, this was seconded by Cllr Burridge and unanimously agreed.
- **To consider request from Pennoyers to provide flag banners, to promote the facilities** During the APM funding was requested for additional items/maintenance work at the centre. Councillors asked the Clerk to respond to Pennoyers and ask for all items to be submitted for consideration at the April meeting and will be considered accordingly. There is anticipated to be funding left from 2024/25 community support fund, Council will consider carrying this forward following the EOY to be used to support community funding claims.
- **To consider cost to repair the park bench.** The cost to provide replacement parts is un-economical. **ACTION** The clerk will submit a claim through Councils' insurance.
- **To consider submitting a claim for VE day grant from the District Council** The Council are not organising an event to commemorate VE Day. **ACTION** The Clerk will forward details to the PCC and Pennoyers and ask if they require the parish council to submit a claim on their behalf.

10. Accounts

- **To ratify income and expenditure for March 2025**

Council ratified all income and expenditure for March 2025

The balance following presentation of the listed Income and expenditure will be £69,223.39

INCOME:	Amount	Description		
Pulham Market PC	£265.92	Reimbursement for net phone use		
TOTAL INCOME	£265.92			
Cheques to be paid:				
EXPENDITURE:	Gross	VAT	Net	Description
BT	53.73	8.95	44.78	BT Package and calls to 23/3/25
Excite	510.00	85.00	425.00	Village Maintenance
Ulric	385.00	64.17	320.83	50% deposit for Laptop upgrade
V Freeman	489.60	81.60	408.00	Reimburse - McVeigh Parker - Kissing gate
TT Jones	53.64	8.94	44.70	Streetlight maintenance contract
Pennoyers	50.00	-	50.00	Room Hire
L Shulver	629.10	-	629.10	Salary
L Shulver	21.70	-	21.70	WFH and mileage
L Shulver	77.63	3.46	74.17	Reimburse - SSE - Streetlighting
L Shulver	256.00	42.67	213.33	Reimburse Sheds 2 Fencing - Sleepers
HMRC	30.00	-	30.00	PAYE 10, 11, 12
Wave - Anglian Water	15.26	-	15.26	Allotment Supply
			-	
			-	
TOTAL EXPENDITURE	£2,571.66	£294.79	£2,276.87	£2,571.66

ACTION Cllr Scanlan proposed receiving the March accounts and permitting Cllr Freeman to approve the payments for March, this was seconded by Cllr Yaxley and unanimously agreed. Cllr McDaniel approved the bank reconciliation for February 2025.

11. To receive other reports.

Flood Mitigation Ed King, catchment resilience office for River Waveney Trust, is investigating opportunities for flood mitigation measures with the Waveney catchment. He was unavailable for tonight's meeting but will be invited to the April meeting to discuss and explore this further with Councillors. Any members of the public in attendance will have an opportunity to make comment during the open forum.

Mens Shed Report provided at the APM

Youth Engagement Programme Report provided at the APM

Footpath Warden Currently awaiting delivery of the Kissing Gate, but have full agreement for the landowner to install. The Sleepers have been cut to size and awaiting installation.

Tree Warden no further report

SAM No further report

Sports and Recreation Committee No further report

To consider the date of next meeting The next parish meeting will be on **8th April 2025, 7.30pm at Pennoyers.**

Meeting Closed at 21.30

Signed Date.....