



Minutes of Pulham Market Parish Council Meeting held in the meeting room of the Memorial Hall, at 7.30 pm, Monday, 16 April 2018

Present: - Cllr A Ford (Chair), Cllr M Newby (Vice Chair), Cllr M Alexander, Cllr G Hegarty.

Parish Clerk: - Mrs Clare Crane.

2018/56 To consider accepting apologies for absence.

Resolved to accept apologies from Cllr S Grint-Illness, Cllr Hewitt-Holiday commitments, Cllr Schwier and Cllr S Pietrzak-Work commitments.

2018/57 To receive any declarations of personal or prejudicial interest from members on any item to be discussed and consider any dispensations.

Nothing was declared.

2018/58 To consider any co options onto the Parish Council.

Mr C Darbshire put forward his application for co-option as per the co-option policy. Members considered the application.

Resolved that Mr Callum Darbshire was to be co-opted onto the Parish Council.

Declaration of Acceptance was signed and Declarations of Interests form was given to Cllr Darbshire to complete with 28 days.

Action: Cllr Darbshire

Cllr Darbshire joined the meeting.

2018/59 To receive reports on matters of interest to the parish from District and County Councillors.

Cllr Wilby and Cllr Hudson sent his apologies in advance of the meeting.

Cllr Wilby's report-Appendix 1

The Clerk confirmed that the £2,000 allocated Highways Grant money from Cllr Wilby would be spent towards the resurfacing of the road that runs along the side of The Green.

It was agreed for the Clerk to seek an independent risk assessment on the condition of the village car park.

Action: Clerk

2018/60 To approve and sign the Minutes of the last meeting held on 12th March 2018

Resolved to approve the minutes as a true and correct record of the meeting.

2018/61 Parishioner open forum.

No comments.

2018/62 The Clerk to provide the members with information on any matters arising from the minutes of the last meeting and to be updated on events that have happened since the last meeting.

The Clerk provided the members with a report;

- *All information has been sent to the solicitors regarding the lease of PMMH and the Clerk is now waiting on the documentation.*
- *Mr A Bell confirmed verbally to the Clerk that he had visited the bank and was waiting on their further instruction. 20th March Mr Bell confirmed he has revisited the building society and they have advised the account must be reviewed by the risk assessment department.*
- *The meeting regarding the work that is required to be undertaken to the northern boundary hedge-Burial Ground Party was unable to take place. The Clerk will arrange this meeting in due course.*
- The Defibrillator training and Emergency Plan presentation evening was well attended and very informative. Cllr Hewitt will be looking to finalise the plan very soon.
- The Clerk has instructed R Bunn Electrical to fit a new RCBO fuse board in the pavilion with the new mains tails upgraded to withstand 100a, new 16mm earth and full 17th part p certified at a cost of £400, the work is due to take place on the 17th April 2018.
- The Clerk had a site meeting with Mr Gary Overland from Norfolk County Council Highways Department it was agreed that with Cllr Wilby's Members funding they will resurface the road that runs along the side of The Green from the main road as far as the corner of The Green. This is due to take place in the spring/summer. Any repairs to the village car park must be paid by the Parish Council, the Clerk will ask the members of the Parish Council if they would like to consider this on a future agenda.
- GDPR training has been arranged for the 23rd April at Pulham Market Memorial Hall 7pm -9.30pm with Councillors from Starston, Pulham St Mary, Tivetshall also attending.
- Norfolk County Council Highways department have confirmed that they do not weed kill around the signs, road signs are strimmed around as part of their grass cutting contract. Weed killing is for the kerb line only.
- Norfolk County Council Highways department have responded to the letter sent from a resident they have concluded that a "unsuitable for HGV" sign would not be appropriate for Barnes Road, and would do very little to deter HGV usage. This type of sign is only advisory for HGVs, and heavy farm traffic and the school bus would be permitted to use the road even if there was a HGV restriction in place. HGV drivers now navigate via sat navs, and as such are unlikely to pay any credence to an advisory sign when a sat nav is advising them of the shortest route to the chosen destination. NCC is also committed to reducing unnecessary sign clutter on the Highway, and as such their policy is to reduce signage, in deference to increasing it, new signage is only erected by exception.
- Cllr A Ford and Cllr M Newby authorised the online payments.
- The Clerk contacted Mrs D Howlett from Rockland St Mary she had agreed to internally audit the end of year accounts.
- Correspondence was sent to Redenhall with Harleston Town Council confirming that no grant had been awarded to assist with the free car parking in Harleston.
- Correspondence was sent to Harleston Future Team confirming that no grant had been awarded for the HARE FOR HARLESTON project.
- The village diary was completed.
- Sam2: March 2018 has been uploaded to the village website.
- Playing Field Trees: BTS came out to cut back the trees near to the powerlines 27/03/18.

will be held and comments to be confirmed.

a. 2018/0391 Applicant: Mrs Claire Low, Location: Mulberry Cottage Guildhall Lane Pulham Market IP21 4TB, Proposal: Replacement of first and second storey windows-
To be resolved as a delegated decision for no comment to be put forward.

b. 2018/0589 Applicant: Mr & Mrs Graham Rayner Location: Ducks Foot House Bush Green Pulham Market IP21 4YE Proposal: Demolition of existing rear wall, replace with new. Upgrade of existing pitched roof-

To be resolved as a delegated decision for no comment to be put forward.

c. 2018/0266 Applicant: Mr Ben Tinkler Location: The Workhouse Chapel Ipswich Road Pulham Market Norfolk IP21 4XP Proposal: Retention of fence (2017/8331) Proposed rooflights, shed to rear and brickweave. Planting/screen to side and wood burner flue to rear elevation-

To be resolved as a delegated decision for no comment to be put forward.

d. 2018/0598 Applicant: Mr Binks Location: Land At Sycamore Farm Tattlepot Road Pulham Market Norfolk Proposal: Demolition of existing buildings and erection of 10 dwellings and garages, including re-positioning of existing access.

Resolved to support the application.

Comments put via the online portal were to emphasise the need for a pavement from the site entrance towards the village to connect up the existing footpath which currently ends at Selwyn Court for the safety of pedestrians.

e. 2018/0681 Applicant: Mr Philip Vincent Location: Land To The North Of 1 Colegate End Road Pulham Market Norfolk Proposal: Outline permission (with all matters reserved) for two detached, three bedroom, self-build bungalow dwellings, with garages and gardens (revised).

After a lengthy discussion it was agreed that the application could not be supported as the site is outside the parish development boundary, comments were added via the online portal.

Resolved to object to the application.

2018/64 Members to consider the necessity for an additional member to join the 'planning' working party.

Cllr Grint had confirmed to the Clerk prior to the meeting that she would like to be included in the planning working party.

Resolved for Cllr Grint to join the planning working party.

2018/65 Members to be updated on the Parish Council website and the Facebook Page.

The Clerk provided the members with an update on the new Facebook page and concluded that it was working well with positive feedback.

Resolved for the Clerk to ask the parishioners via social media and the village diary if a volunteer would come forward to assist with the building of a new website.

Action: Clerk

2018/66 Members to consider the presented village benches report.

The Clerk confirmed that costings had not been presented at the time of the meeting.

Resolved for this item to be carried over to the May meeting.

Action: Clerk

2018/67 Members to consider a response to the Consultation-draft Norfolk Access Improvement Plan (2018 - 2028).

Resolved for no response to be made to the consultation.

2018/68 Members to consider the provisions of Dog Bins and the reduced service from South Norfolk Council.

The Clerk confirmed that the twice weekly emptying of dog bins in the village by South Norfolk Council would be charged at £104 per dog bin = £520 for the 5 dog bins in the village for 2018/2019. Members considered the reduced service of a once a week emptying charge of £70 per dog bin but felt it was essential to help keep the village clean of dog mess.

Resolved to continue with SNC twice weekly dog bin emptying service.

The Clerk was asked to liaise with the Woodland Trust with regards to sponsorship of the emptying of the dog bins at Tyrells Wood.

Action: Clerk

2018/69 Members to consider any maintenance requirements around the village including the Pavilion, the Playing field, Lighting, Burial Ground and to receive the recent SAM2 report.

Sam2 report was duly noted and confirmed to be on the website.

The Clerk was asked to report the following to Highways;

- Pothole at Goodies Farm Shop (on same side as the Farm Shop)
- Dropped Drain at the top of Grays Lane on the Tivetshall Road
- Potholes all the way along Ducks Foot Road
- Wood Lane sign along the A140 needs replacing
- Signage on the A140 roundabout need repairing

Action: Clerk

2018/70 Members to agree the yearly match funding (in conjunction with Pulham St Mary Parish Council and South Norfolk Council) of £586-50 to the Beckvale Community Car Scheme.

Resolution for the payment to be made.

2018/71 To receive the March-April 2018 finances and consider the payments presented for ratification.

Resolved to approve the statement of accounts.

Resolved to approve payments, Cllr Ford and Cllr Alexander – appendix 2.

Action: Cllr Alexander and Cllr Ford

2018/72 Ratification for a banking mandate amendment.

Resolved to approve a new banking mandate including Cllr Darbishire and Cllr Grint.

Action: Clerk & all Councillors

2018/73 To receive a full Bank Reconciliation for Year End 2017/2018.

The Clerk provided the members with the end of year finance report.

Resolved to agree the report and for all financial documentation to be sent to the internal auditor.

Action: Clerk

2018/74 Members to note correspondence received and consider requests where necessary.

a. Donation received for the play equipment project.

The Clerk confirmed that a letter of thanks had been sent.

b. Resident request for the village to celebrate 'Norfolk Day' on the 27th July 2018

After a lengthy discussion it was **resolved that the Parish Council will endorse**

anyone wanting to organise a ‘Norfolk Day’ event by advertising such an event in the diary and on social media.

c. Request for the Pre-Schools use of the pavilion for the 22nd June 2018 for Sports Morning.

Resolved.

d. Falcon Road Parking-Highways

Resolved to respond to the correspondence and to remind parishioners of considerate parking in the diary and via social media.

e. Wood Lane-Highways

Resolved to respond to the correspondence.

f. Dog Fouling-Mill Lane

Resolved to remind dog owners about clearing dog mess and using the dog bins provided in the diary and via social media.

2018/75 Members to confirm the details for inclusion in the diary & / or Parish Magazine.

Resolved to include ;

a. **Thank you for the donation received towards the play equipment.**

b. **Considerate Car Parking throughout the village.**

c. **Reminding dog owners to take responsibility for the clearing of all dog mess.**

d. **If anyone would like to organise a ‘Norfolk Day’ event.**

e. **Volunteers to assist the Clerk with the building of a new village website.**

2018/76 The Clerk to receive items for the next agenda and confirm the date and time of the next Parish Council meeting as Monday 14th May 2018 (Including the AGM)at 7.30pm.

Resolved that the meeting will take place on the 14th May 2018 at 7.30pm.

Meeting closed 9.15pm

Appendix 1 – Cllr Wilby’s report.

Currently Norfolk County Council are running a campaign with Archant (EDP) and the Norfolk Chamber of commerce called 'Just Dual It!'. This campaign is aimed at getting government funding so that the whole of the A47 road dualled. The A47 runs from Peterborough in the midlands, all the way through the centre of Norfolk and onto Lowestoft in the east. (115 miles) So far about 50% of this road is dualled and our campaign is to get the remaining 50% dualled by 2030. We have cross party support at NCC, all of the local authorities along the route are supporting along with businesses and all of the members of parliament in Norfolk are also supporting. Residents can add their support or comments by going to NCC's website www.norfolk.gov.uk or by email edpleters@archant.co.uk or by writing to EDP letters , Prospect House, Rouen Road, Norwich NR1 1RE

The Northern Distributor road was opened on April 12th by Keith Simpson MP so the new road goes from Postwick on the A47 around the north of Norwich to the Fakenham road (A1067) and is 12.5 miles long. This new road is expected to cut congestion in and around the city and also improve access to the Norwich airport, Norfolk Broads and North Norfolk especially for us in the south of the county.

It is estimated that 63,000 tons of food is wasted in Norfolk every year, the equivalent of 140 Boeing 747 areoplanes , while the UK's average family with children wastes around £700 a year buying and then throwing away good food and drink. NCC's Plan Eat Save initiative – an exciting campaign proud to support Love Food Hate Waste in Norfolk – aims to reduce this wasted food with a host of top tips, recipes and advice on how to save money by following a simple food waste programme. Supported by You Tuber and Chef Ian Haste the campaign encourages people of all ages to try out simple money saving tips such as meal planning, storage and tasty recipes using left over food. To find out more or to sign up to the challenge, head to www.recyclefornorfolk.org.uk/planeatsave

Four Thousand Norfolk households helped to get composting. With a new cut price bin offer and free courses across the county NCC is aiming to make it easier to get composting. Fourteen free compost workshops will be taking place between May to September in places across the county. All the information on how to buy a bin, sign up for a composting course and for hints and tips on being a successful composter visit www.recyclefornorfolk.com/compost

I recently attended the commemorative service at Billingford Church in honour of Captain Gordon Flowerdew VC who was born at Billingford Hall on the 2nd January 1885. On March 31st 1918 Gordon Flowerdew, of the Lord Strathhcona's Horse, Royal Canadians, led a mounted attack on heavily fortified German forces in Moreuil Wood, France. More than two thirds of the 75 men that took part in the charge were killed, including Flowerdew himself. Following his gallantry, Flowerdew was posthumously awarded the Victoria Cross – the highest award a member of the British or Commonwealth armed services can achieve. A memorial stone has been dedicated and laid in Billingford Churchyard.

The council leader Cliff Jordon and senior officers are coming to Diss Cornhall for a roadshow on April 24th at 7pm, where anyone can ask anything of the leader or the chief officers.

Martin.wilby.cllr@norfolk.gov.uk Tel. 01379 741504

Appendix 2- April finances

PULHAM MARKET PARISH COUNCIL
FINANCIAL STATEMENT FOR APRIL 2018

INCOME:	Amount	
Donation	£500.00	Aluminum Clad Windows for improvements to the play equipment at the playing field.
Income from Starston Parish Council	£18.00	For 6 months 1/3 of the £3 unlimited call charges
Income from the sale of the generator	£300.00	
Interest on the savings account	£7.55	
TOTAL INCOME	£825.55	

EXPENDITURE:	NET	VAT	GROSS	DETAILS
Clare Crane -Bacs	£611.48	£0.00	£ 611.48	Clerk's salary -(584.48) use of home as office (27.00)
WAVE	£14.40	£0.00	£ 14.40	Water Charges at the Pavilion 08/12/17 - 03/03/18
E-ON	£10.60	£0.53	£ 11.13	15/12/17-16/03/18 Pavilion Electricity
BECKVALE COMMUNITY CAR SCHEME	£586.50	£0.00	£ 586.50	586.50Pulham Market/ 586.50 Pulham St Mary/1173 from SNC
PULHAM MARKET MEMORIAL HALL	£51.00	£0.00	£ 51.00	£17 per each hiring for Jan/Feb/Mar
NPTP	£45.00	£0.00	£ 45.00	1-2-1 tutoring for the completion of the CILCA
UNITY TRUST	£18.00	£0.00	£ 18.00	Banking service charge.
CAN(COMMUNITY ACTION NORFOLK)	£20.00	£0.00	£ 20.00	BRONZE LEVEL MEMBERSHIP 31/03/18
NORFOLK AND NALC MEMBERSHIP	£207.33	£0.00	£ 207.33	ANNUAL MEMBERSHIP 2018-2019
TOP GARDEN SERVICES	£430.00	£86.00	£ 516.00	Additional football pitch cuts and Xmas Tree
TOTAL EXPENDITURE	£1,994.31	£86.53	£2,080.84	

BALANCES: (After presentation of above)	Unity Trust- Tailored Account	Unity Trust - Tailored Deposit Account	TOTAL AT BANK	NOTES
Brt Fwd previous month	£22,816.65	£15,306.55	£38,123.20	
income	£818.00	£7.55		
TOTAL	£23,634.65			
Less Expend	-£2,080.84			
transfer				
Carry Fwd	£21,553.81	£15,314.10	£36,867.91	

£1,535.71 Not cleared as yet due to be paid 18/04/18
 -£300.00 Not cleared as yet due to be paid in 04/04/18
 £1.80 Paid to Pulham Market Memorial Hall - Error in last months banking

£22,791.32	£15,314.10	£38,105.42	Held at the Bank REAL TIME
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C Crane
Clerk to Parish Council
18-Apr-18