



Minutes of Pulham Market Parish Council Meeting held in the meeting room of the Memorial Hall, at 7.30 pm, Monday, 12 February 2018

Present: - Cllr A Ford (Chair), Cllr M Newby (Vice Chair) Cllr S Hewitt, Cllr G Hegarty and Cllr A Schwier. Cllr S Pietrzak joined the meeting at 8pm.

County Councillor:- Cllr M Wilby

Parish Clerk: - Mrs Clare Crane.

Members of the Public- 2

2018/19 To consider accepting apologies for absence.

Resolved to accept apologies from Cllr M Alexander-holiday commitments.

District Cllr C Hudson sent his apologies (item d).

2018/20 To receive any declarations of personal or prejudicial interest from members on any item to be discussed.

No interests were declared.

2018/21 To consider any co options onto the Parish Council.

Resolved to co-opt Mrs Sarah Grint onto the Parish Council and completed the declaration of acceptance of office. Cllr S Grint joined the meeting and agreed to complete the declarations of interest form for SNC with 28 days.

Action: Cllr Grint

2018/22 To receive reports on matters of interest to the parish from District and County Councillors.

Resolved to suspend the meeting to allow Cllr M Wilby to provide a report to the members.

- SNC proposing 3.66% per annum increase of £5 on the average band D property.
- NCC proposing 5.99% per annum (3% allocated to adult social care) increase of £74.70 on the average band D property.
- Re-use shops.
- Farming tenancies.
- Concerns were raised to the County Councillor that recent road surfacing/dressing has been inadequate on some roads as they now need further repair work. Councillor Wilby noted the concerns.
- See Appendix1 for the full report.

The meeting re-opened.

2018/23 To approve and sign the Minutes of the last meeting held on 8th January 2018.

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

2018/24 Parishioner open forum.

Resolved to suspend the meeting to allow members of the public the

opportunity to inform the meeting.

- Increased usage of Barnes Road and the damage that is being caused to hedges, verges with the depletion of the island.

The meeting re-opened.

2018/25 The Clerk to provide the members with information on any matters arising from the minutes of the last meeting.

Noted that the bench that is sited close to the cremation area in the Burial Ground is owned and maintained by the resident's family but no deed had ever been provided. Noted that no further correspondence is required to be sent to Norfolk Police regarding speeding at this time.

Resolved for the Clerk to send a letter to the existing signatories of the previous Emergency Plan bank account asking them to transfer the outstanding balance to the Parish Council as soon as possible prior to the auditing of the end of year accounts.

Action: Clerk

2018/26 Member to consider a response to the GNDP (Greater Norwich Development Plan) consultation.

It was agreed for all the members to obtain as much information on the consultation and for the item to resolve at the March meeting.

Action: All Members

2018/27 The Clerk to advise the members on the renewal of the Lease and Trust Deed and Schedule of Pulham Market Memorial Hall and to consider the advice presented.

The Clerk reported on the advice that had been obtained through ACRE (Actions with Communities with Rural England)

- 1) The Memorial Hall General Committee should appoint the Charity Commission as the official custodian of Pulham Market Memorial Hall where the building and the land would then be vested to them.
- 2) The Schedule does not need altering.
- 3) A new Lease is required to be drawn up due to the expiry of the previous one, with no further alterations.
- 4) The Trust Deed will stay the same as the previous one bar the reference of the vesting to the Charity Commission.
- 5) Templates had been provided from (ACRE) and Spire Solicitors in Long Stratton had agreed to points 2-4 at a cost of £250 using the templates provided by ACRE.

The Clerk was asked to reconfirm that the vesting of the land does not affect the Parish Council's ownership of the land, subject to this point it was resolved for the above to be finalised with point 1 needing to be completed first.

Action: Clerk

2018/28 Members to consider the report provided by the Clerk on the GDPR and if any further training is required. (General Data Protection Regulations).

Resolved for the Clerk to organise GDPR Councillor training (and invite possible local businesses depending on the trainer's thoughts on this) and to invite other Parish Councils to attend. Organise an available date that the meeting room would be available and advertise and charge accordingly.

Action: Clerk

2018/29 Members to decide upon a date to be arranged for;

- 1) Defibrillator training

Resolved for the training to take place on Tuesday 27th March 2018 starting at 7pm in the Brewhouse with a short presentation on the new Emergency Plan(Subject to availability).

Action: Clerk & Cllr Hewitt

2) South Norfolk Council 2018 Big Litter Pick
Resolved for the litter pick to take place on Sunday 29th April at 10am from the Memorial Hall.

Action: Clerk, Cllr Pietrzak & Cllr Hegarty

2018/30 Members to be updated on the extension to the Burial Ground project and the overall maintenance of the existing Burial ground and to ratify:

1) Burial Ground policies, charges and regulations. (Maximum 15 minutes)

Draft versions of the policy had been circulated. It was agreed to include a further point that 'Christmas wreaths would be removed by the Clerk after the 1st March, subject to their condition'.

Resolved to agree the policy, charges and regulations and for the Clerk to re-circulate the new policy.

Action: Clerk

2018/31 Members to consider the defects in the village that could be undertaken by the NCC Rangers team.

Resolved for the Clerk to provide a list of defects to the NCC Rangers Team.

Action: Clerk

2018/32 Members to note correspondence received from residents and consider requests where necessary.

1) Yard Sale

Resolved to acknowledge that this was an excellent idea and confirm their sanction of the activity whilst being unable to be involved.

Action: Clerk

2) Car Parking Bay Lines

Resolved to write to the resident responding to the correspondence reiterating the previous resolution made.

Action: Clerk

3) Julian's Way parking

Resolved to place the information on file.

4) Hedge on the Northern Boundary at the extension to the Burial Ground

Resolved for the resident to be asked to meet with the Clerk and the Burial Ground committee to confirm the work that will be undertaken by the Parish Council on their boundary side of the hedge in due course.

Action: Clerk & BG Committee.

5) Concerns regarding the T-Junction of Barnes Road, Ducksfoot Road and Poppies Lane.

Resolved to confirm that the Parish Council are in receipt of the copied in letter that had been sent to NCC Highways team and the County Councillor and to be kept informed of the outcomes of the request.

Action: Clerk

6) Suggestion that SAM2 device be located along Mill Lane. **Resolved to locate the SAM2 at the approved NCC list of sites only.**

2018/33 Members to consider the presented quotes for ;

1) The electrical work required at the playing field pavilion.

Resolved that Cllr Hewitt and the Clerk to have the delegated decision on this matter once all quotes had been received.

Action: Clerk & Cllr Hewitt

2) Village Car Park refurbishment.

Clerk to obtain further quotes for repair/refurbishment. Future consideration of this item to be included on a future agenda.

Action: Clerk

3) Village benches (£250 for the refurbishment of Falcon Road bench)
Resolved that Cllr Ford & Cllr Hegarty and the Clerk to have the delegated decision on this matter once further research had been completed.

Action: Clerk, Cllr Ford & Cllr Hegarty

2018/34 Members to receive reports provided by the Clerk and consider any maintenance requirements around the village including, the Pavilion, the Playing field and Lighting.

1) Sam2 Data

Information was duly noted and displayed on the village website.

Resolved for the Clerk to write to residents to trim hedges back that obscure footpaths and walkways.

Resolved for the Clerk to pursue flooding concerns in certain areas of the village.

Resolved for the Clerk to liaise with NCC Highways team to ask if they would not weed kill around the signs.

Resolved for the dropped drain on Tivetshall road opposite the entrance to Gray's Lane be reported to NCC urgently.

Action: Clerk

2018/35 To receive and discuss finances of the Parish Council and to consider the payments presented for ratification.

1) January-February 2018

Resolved to approve the statement of accounts.

Resolved to approve payments – appendix 2.

Action: Cllr Ford & Cllr Newby

2) New 1 year base rate fixed price Business Electricity E-ON contract for the electricity at the Pavilion.

Resolved to approve the new 1 year base rate contract.

2018/36 Members to confirm the details for inclusion in the diary.

Resolved to include;

- Litter pick
- NCC GNDP Roadshows and the development plan link.
- Defibrillator training & Emergency plan presentation.
- NCC Farms.

Action: Clerk

2018/37 The Clerk to receive items for the next agenda and confirm the date and time of the next Parish Council meeting as Monday 12th March 2018 at 7.30pm.

Resolved that the next Parish Council meeting will be on Monday 12th March 2018 at 7.30pm in the Memorial Hall.

Meeting closed 22.00

Appendix 1 – Cllr Wilby's report.

BUDGET PASSED TODAY C. TAX 5.9%
3% of that to ADULT SOCIAL CARE GRITTING SAVER
BUSES SAVED

It was great to meet up with the students and staff at Archbishop Sancroft School at the recent Harleston and District Business breakfast which was held at the school. (very good breakfast) The year 10 peace ambassadors along with two previous students gave us a fantastic presentation about their international peace programme, their achievements and vision for the future. Thankyou for making us so welcome and good luck to all of them in their studies at the school.

More than 600 people across Norfolk are gaining vital reading skills since the launch of a £98,000 project by the county council's libraries service. Places for both learners and volunteers are still available for the Norfolk Reading Pathway scheme which is available through the county's 47 libraries. The free project is open to anyone over the age of eight and matches volunteers with people needing help to learn to read. It uses a phonics-based workbook and by taking part in a one-hour long weekly session, the aim is to get people reading fluently within six months. For more information about becoming a volunteer or a learner, visit your local library or email nrp@norfolk.gov.uk

Enterprising tenants are being sought to take on four Norfolk farms as more than a 1,000 acres of Norfolk County Council's 16,738-acre County farms portfolio has been launched for tender. Further particulars for each farm and application details can be found at www.norfolk.gov.uk/countyfarms The estate is split into 61 individual estates ranging in size from 7 acres to 3,094 acres and provides farming opportunities for more than 145 tenants with average farm size of 120 acres. The estate provides a means of entry into farming for people wishing to farm on their own account as well as opportunities for existing farm businesses on the estate to grow and expand. Use of County Farms ranges from the growing of traditional arable crops such as wheat, barley, potatoes and sugar beet, through to more unusual uses, including the production of essential oils, two care farms, pheasant rearing businesses, selling of rare breed meat, plant nursery and several horse liveryes.

Children's services in Norfolk no longer require intervention and the County Council's adoption service is outstanding, Ofsted has found in it's latest inspection. Inspectors visited the council and found significant improvements in support to children in care and care leavers. Their report also acknowledges the strong leadership of the council's new permanent director of Children's Services and the determination of councillors to provide good quality services.

NCC has just opened it's ninth re-use shop at Ashill recycling centre. We get all sorts of items brought into our centres that can be sold and re-used, so saving them from going into landfill. Earlier this year a 286 year old book was donated to the re-use shop in Strumpshaw. It is believed the Dictionary of the Holy Bible, which was printed in 1732, has already been snapped up by a lucky buyer.

Martin Wilby martin.wilby.cllr@norfolk.gov.uk 01379 741504

Appendix 2- February finances

PULHAM MARKET PARISH COUNCIL
FINANCIAL STATEMENT FOR FEBRUARY 2018

INCOME:	Amount	
Rosedales Funeral Home	£80.00	Interment of Ashes for the late Reginald Clarke
Rosedales Funeral Home	£140.00	Burial Late Mrs Reeve
Susan Whymark		Burial Late Mr P Gunton New cheque raised shown in November finances
TOTAL INCOME	£220.00	

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)
Clare Crane -Bacs	£8.99	£0.00	£ 8.99	Expenses - (BT monthly 7/12/17-6/01/18 unlimited calls £8.99)
Clare Crane -Bacs	£23.00	£4.60	£ 27.60	Amazon - INK AND LABELS
Pulham St Mary PCC	£20.00	£0.00	£ 20.00	440x A5 colour inserts for Dec 2017
E-On	£19.33	£0.97	£ 20.30	Street lighting 01/01/18-31/01/18
E-On	£19.33	£0.97	£ 20.30	Street lighting 01/12/17-31/12/17
TOTAL EXPENDITURE	£702.13	£6.54	£708.67	

BALANCES: (After presentation of above)	Unity Trust- Tailored Account	Unity Trust - Tailored Deposit Account	TOTAL AT BANK	NOTES
Brt Fwd previous month	£23,421.87	£15,306.55	£38,728.42	
income	£220.00			
TOTAL	£23,641.87			
Less Expend	-£708.67			
transfer				
Carry Fwd	£22,933.20	£15,306.55	£38,239.75	

£688.37 Not cleared as yet due to be paid 14/02/18
 -£180.00 Not cleared from February (Late P Gunton- Cheque)
 £74.20 Not cleared from January due to be paid end of Feb

£23,515.77	£15,306.55	£38,822.32	Held at the Bank REAL TIME
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C Crane
Clerk to Parish Council
12-Feb-18