

**Minutes of the meeting of Shouldham Parish Council
held on Monday 14th September 2015 at 7.30pm in the village hall**

Those attending:

Mr G Hipperson, Chairman, Mr P Gascoyne, Vice Chairman, Mrs A Caley, Mr K Matthews, Mrs V Negus, Clerk.

1. Apologies for Absence were received from Mr K Carter, Mr T Nickerson, Mrs A Berryman and Mr N Herbert

2. Declaration of Interest Mrs Caley declared an interest in item 7 on the agenda.

3. Minutes of the meeting dated 17th August 2015 were signed as a true record

4. Matters Arising:

Slide repair – Mr Hipperson to contact Mr Dolman
Toilet block ramp – Mr Carter to provide a drawing
Net will be installed this week

5. Borough Council Report – Mr Hipperson reported that the Policies and Sites Plan had still not been signed off

6. Payments for Approval

Utilities Warehouse – electricity for August	£34.03
Country Grounds Maintenance – grass cutting for August	£220.05
Online Playgrounds – VAT omitted from previous cheque	£7.59
Mazars – external audit	£120.00
Masson Seeley – sign for public toilet	£21.60
Cartridge People - printer cartridges	£33.98
Borough Council - bin bags	£61.00

7. Review of Warren Land Rent

The clerk reported that the ten year tenancy is due for renewal in November and the review of the rent is also due. Mr Matthews proposed that the Parish Council offer Mr Caley a further 10 year agreement with rent reviews every 3 years. Mr Gascoyne seconded the proposal. The proposal was carried unanimously.

Mr Matthews also proposed a rent increase of £20 for the next three years. Seconded by Mr Gascoyne. Carried unanimously. Mrs Caley did not cast a vote on either proposal

8. Trods

Eastgate Street – Mr Gascoyne expressed concern that a trod would not bear the weight of the machinery required to clear the adjacent ditch, which is a main watercourse, without the trod being broken up. It was agreed that Mr Gascoyne would make enquiries with the Drainage Board regarding this point.

In the meantime the Highways Department quote for the trod is £5000 of which the Parish Council would have to provide £2500. The clerk will seek a further quote.

New Road – The clerk will meet the Highways Engineer on Thursday to discuss this trod

The Green – Following discussion it was agreed that Mr Hipperson will get further advice from Mr Brown

It was agreed that the Council would decide where to proceed once Mr Gascoyne has spoken to the Drainage Board and definite costings are established.

9. Village Green

(a) The Council agreed that the classic car event for October could go ahead

(b) Village Sign – Mr Bevan was not able to take on the work on the base of the village sign. The clerk will put a request in the newsletter.

(c) Grass cutting - Additional cuts had been needed on the village green at the beginning of the grass cutting season. The clerk enquired if the Council wanted this again next year. After discussion the Council agreed to have additional cuts on the village green throughout the cutting season for next year only and then to review it again the following year.

10. Caravan Park Wall

The Council had been made aware of a crack in the wall around the caravan park. The chairman had been assured by a builder that it was not immediately unsafe but the owner of the caravan park had been contacted.

Mr Gascoyne agreed to cut back the foliage on the wall with the help of Mr Matthews.

It was also noted that the trees on the school site were badly overgrown and Mr Hipperson would raise this matter at the Governors meeting.

11. Horse Chestnut Tree

Mr Hotson had carried out a brief annual inspection of the tree in the churchyard and reported that it should have a full inspection. The clerk was asked to arrange an inspection up to a cost of £200.

The clerk was also asked to thank Mr Hotson for the hedge cutting on Lynn Road.

12. Correspondence

- i. Police Connect – circulated
- ii Review of Licencing policies - circulated.
- iii Norfolk Village Games details – passed to Mr Nickerson
- iv Borough Council re Internal Drainage Board – Mr Gascoyne confirmed that he represented the Parish Council on the Drainage Board and not the Borough Council
- v Planning Department – A training session for new councillors is available on Monday 12th October. Mrs Caley will attend and the clerk will ask Mr Nickerson if he will also attend

13. Any Other Business

- (a) Mrs Caley raised the matter of speeding traffic past the school. The chairman outlined the action the Parish Council had taken so far, and in particular, the difficulty in initiating a community speedwatch. The clerk will contact the PCSO to see if a speed check could be carried out and Mr Hipperson will raise the matter at the Governors meeting.
- (b) Mrs Caley also asked if the dead trees on Lamsons Lane could be removed in case they fall on the footpath. Mr Gascoyne will speak to the owner.
- (c) Mr Matthews reported that Mr Hotson had cut the hedge on Lynn Road. Clerk to send the Council's thanks.
- (d) Mr Hipperson raised the matter of a car park for use by the school and for village events. The Council was agreeable to him investigating the possibility of using part of his field and he would also raise this at the Governors meeting.
- (e) Mr Gascoyne reported that the Millennium tree on the Green is getting damaged due to children climbing on it. Mr Hipperson will raise this at the Governors meeting and whether a sign should be put up will be discussed at the next meeting.

14. The date of the next meeting was set for Monday 19th October.

There being no further business the meeting closed at 8.30pm