Shouldham Parish Council

**DRAFT Minutes of an Ordinary Meeting of the above named Parish Council held on  
Monday 19 September 2016 at Shouldham Village Hall**

Present

Parish Councillors:

Geoff Hipperson (Chairman), Paul Gascoyne, Keith Matthews, Kevin Carter, Adele Berryman,   
Angela Caley, Tom Nickerson

Parish Clerk – Helen Carrier

One member of Public

1. **Accept apologies for absence**

No apologies for absence.

1. **Declaration of interest on agenda items**

None.

1. **Minutes of extra-ordinary meeting held on Monday 29 August 2016.**

Having been circulated previously, it was proposed and accepted that the minutes be agreed.

1. **Planning**

**16/01522/F**

Everyone agreed to discuss this after Item 3 to enable the member of public present to hear the discussion. The Chairman invited the member of public present to express their view before Council made any decision.

After some discussion all agreed that a site visit was needed. The Chairman would email the clerk the views of councillors before the final consulting date.

1. **Councillor Vacancy**

The clerk has been informed by BCKLWN that no applications have been received and the vacancy is now open for co-option.

1. **Report on progress on items not on the agenda**

Defibrillator – a quiz is being held in The King’s Arms on Sunday 30 October at 7pm to raise money for the cabinet. Cllr Caley asked should we wait to order cabinet until the extension at the school has been completed? After some discussion all agreed to order the cabinet.

Planings Fairstead Drove – waiting for return of the roller.

1. **Correspondence**

The Clerk read out correspondence all of which was for information.

1. **To approve monthly payments**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name** | **Description** | **Price** | **VAT** | **Total** |
| Utility Warehouse | August Electricity | 9.88 | 0.79 | 10.67 |
| Anglian Water | Water Supply 8 April - 26 July 2016 | 152.31 | - | 152.31 |
| CGM Group | August Grounds Maintenance | 183.37 | 36.67 | 220.04 |
| Keith Matthews | Tarmac Planings | 378.00 | 75.60 | 453.60 |
| Dave Bevan | Paving Slabs for gents toilet | 26.39 | 5.28 | 31.67 |
| Utility Warehouse | September Electricity | 39.25 | 2.26 | 41.51 |
| Norfolk ALC | Annual Subscription | 138.92 | - | 138.92 |
| Valerie Negus | Clerks Salary and Expenses to end of August | 447.17 | - | 447.17 |
| Fields in Trust | Membership | 50.00 | - | 50.00 |
| Shouldham Village Hall | Hire fees | 33.00 | - | 33.00 |
| Helen Carrier | Purchase of Laptop | 332.49 | 66.50 | 398.99 |
|  |  |  | **TOTAL** | **1977.88** |

1. **Highways**

Pot holes were reported at the junction of the A134 turning left from King’s Lynn and junction on the green.

There is a broken kerb at the south east corner of the green.

The dyke between the village hall and the care home needs clearing. Cllr Gascoyne will arrange slubbing out of the duke.

1. **Play area repairs**

Cllr Nickerson will inspect the findings and report back at the next meeting.

A member of public and emailed in to complain of dogs, not on leads, approaching children at the play area. It was agreed that the Clerk would contact BCKLWN for advice and would place a notice in the newsletter asking dog owners to keep dogs under control while on the playing field.

1. **Parish Partnership**

Defer to next meeting.

1. **Transparency Fund application**

The Clerk reported that £418 had been received and a new laptop has been purchased.

1. **Forestry paths**

The clerk read out the emails received.

1. **Bench – Chalk and Cheese**

It was all agreed that Andrew Archibald could purchase a bench for the use of people waiting for the bus stop.

1. **Autumn Newsletter**

The Clerk will place an article in the newsletter asking names to be forwarded for anyone who would like to the attend the Senior Citizens lunch hosted by RAF Marham.

1. **To propose agenda items**

* Village Car Park
* Speed – Westgate Street.

1. **Any other business**

SAM 2 sign – new screw needed.

1. Confirm date of next meeting Monday 17 October 2016 at 7.30pm in Shouldham Village Hall.

Meeting closed at 8.55pm.

Chairman

Date

Helen Carrier, Parish Clerk, 1 Whin Common Road, Denver, Norfolk PE38 0DX

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