

**Minutes of the meeting of Shouldham Parish Council  
held on Monday 18<sup>th</sup> January 2016 at 7.30pm in the village hall**

Those attending:

Mr G Hipperson, Chairman, , Mr K Matthews, Mrs A Berryman, Mr T Nickerson, Mrs A Caley, Mr M Howland, Mrs V Negus, Clerk, Mr J Button.

1. Apologies for Absence were received from Mr K Carter, Mr N Herbert, Mr P Gascoyne
2. Declaration of Interest Mr Hipperson declared an interest in the planning application for Field Barn
3. Minutes of the meeting dated 21<sup>st</sup> December 2015 were signed as a true record

The Council agreed an additional item on the agenda for correspondence

4. Matters Arising:

(a) Maintenance of the sports pavilion – Mr Matthews reported that Carter Cabinhire had inspected the pavilion and suggested some maintenance together with a cladding to extend the lifespan of the building. A quotation will be sent in due course.

(b) Mr Hipperson reported that he had made a request that the ditch at Hallfields be cleared and will monitor progress.

5. Borough Council Report

Following a request Mr Hipperson clarified that recycling waste is actually separated on the collection lorries.

6. Payments for approval

Utility Warehouse – electricity for December	£37.18
Village Hall – hall hire	£22.00
Mr J Brazier – refund of VAT	£160.90
Mrs V Negus - ¼ salary to end of December	£650.00
Mrs V Negus - ¼ expenses to end of December	£5.23
P.C. World – Printer	£59.99
Anglian Water – water rates ¼ ended 5/1/16	£162.80
Cartridge People – printer ink	£26.44

Receipt

Shouldham Football Club - ¼ electricity	£98.79
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7. Planning

Orchard Caravan Park application for 21 caravans – object by Parish Council

60 Westgate Street – proposed construction of detached dwelling and garage – no objection from Parish Council

Retrospective application for stables at Faith Cottage, The Warren – no objection from Parish Council

Mr Hipperson left the meeting and Mr Matthews took the chair.

Field Barn, Marham Road – no objection from Parish Council

Mr Hipperson returned to the meeting

8. Budget and Precept

Mr Matthews, the Responsible Financial Officer, distributed his budget to the meeting. After discussion of the projects proposed for the forthcoming year the Council accepted the precept put forward by Mr Matthews of £12,050

## 9. Fairstead Drove

Following discussion of both surface and drainage of Fairstead Drove:

Mrs Berryman will establish the price of planings from Roger Warnes

Mr Matthews will arrange for a trench to be dug to reduce the surface water

Clerk will write to Mr Engledow to ask him to clear the ditch adjacent to his ground

## 10. Horse Chestnut Tree

Following discussion of the report on the visual inspection of the tree it was agreed that in view of its location, for safety reasons, it would be better to have it felled to ground level. The clerk was asked to send a copy of the report and the Parish Council's decision to the PCC and also to contact the Borough Council regarding planning permission to remove it.

## 10a. Correspondence

- a. Request from Lynnsport for entries to the West Norfolk Directory of Sport. Distributed to representatives of both football clubs and bowls club
- b. R.A.F. Marham invitation to a meeting on February 25 regarding the on-going development at the base. Mrs Caley agreed to attend
- c. Environment and planning – invitation to planning training event 29<sup>th</sup> February. Mr Nickerson will attend if he is available.

## 11. Any Other Business

- a. The clerk confirmed that the notice of address for Field Barn came before the planning application because there had been a prior approval change of use which the Parish Council is not consulted on.
- b. The clerk confirmed that, following the changes to the annual audit, an internal audit is still required
- c. Mr Nickerson expressed concern regarding the flooding on Lynn Road. Mr Hipperson confirmed that he had already held a meeting with the Highway Engineer who is investigating the need for work at the junction with Shouldham Thorpe, and the ditches and drains at the points where the road gets flooded.
- d. Mr Hipperson reported on a meeting with a road safety officer regarding the feasibility of a village/school car park and is awaiting his written report. In the meantime Mr Matthews will monitor the number of cars parked around the green over the next few weeks.
- e. Mr Button was invited to speak and he raised concern regarding:
  - i the need for a path on Eastgate Street from Hallfields to the playing field. The clerk confirmed that this has already been requested under the Parish Partnership scheme but the Council will not know until March if their request is successful.
  - ii the angle of the light on a property on Warren Road which he felt was too bright. The resident had been asked to adjust the light on a previous occasion.
  - iii. Mr Button felt that a tennis court or similar should be available on the playing field. The clerk pointed out that when a meeting had been arranged previously regarding this point, no-one had attended and the matter had been abandoned

## 12. The date of the next meeting was set for Monday 15<sup>th</sup> February

There being no further business the meeting closed at 9pm.