

Shouldham Parish Council

Minutes of the Ordinary Meeting of Shouldham Parish Council held on Wednesday 18th March 2024 at 7.30pm in the Village Hall.

Present:

Parish Councillors: Nigel Walsh (Chair), Geoff Hipperson, John Carman and Sarah Sheldon.

Proper Officer/RFO: Mike Inder.

Apologies: Cllr Elaina Friend, Pallavi Devulapalli, Keith Matthews and Ant Hobbs. County and Borough Cllr Jim Moriarty.

In attendance: 0

Public: 1.

- 32/24 **Introduction and apologies for absence:** Cllr Walsh opened the meeting and received apologies as noted above.
- 33/24 **Declarations of interest:** None.
- 34/24 **Public forum:** A representative for a resident raised a query regarding the process and progress of the appeal for the planning enforcement at item 44/24.c. The clerk confirmed that the PC had agreed to the grey colour proposed and that it had written to the Planning Dept and supported the proposed painting, as it was in line with the condition of support it had originally commented with; that correspondence is on the planning portal to view. The Borough Council are proceeding with the appeal by the applicant and the agent was advised to contact them to find out the timeline and process for making further representation.
- 35/24 **To agree the minutes of the previous meeting:** The draft minutes of the meeting held on 21st Feb 2023 were posted and circulated ahead of the meeting. Cllr Devulapalli had contacted the Clerk and Cllrs, when sending apologies, to ask for her comment in response to the County Council budget consultation for adult social care to be amended. The clerk explained the context of why the amendment suggested was not recommended and Cllrs decided that they did not wish to propose an amendment on Cllr Devulapalli's behalf in her absence. The minutes were proposed as a true reflection of the meeting by Cllr Carman, seconded by Cllr Sheldon, and agreed as an accurate reflection of the meeting.
- 36/24 **Borough and County Officer reports:** A report was received by email prior to the meeting from the Cllr Moriarity and is included at Annex A to the minutes.
- 37/24 **Clerk's report and correspondence:**
- a. C ACP-2023-022 Stage 2 Develop and Assess - Engagement Material – Comment for feedback was discussed and it was agreed that the Council do not have the expertise to comment meaningfully on the technicalities and that a request should be entered that any future feedback requests include an executive summary couched in language and terminology that the general public can understand and make meaningful comment on.
 - b. Report by a resident of sewage overflow from the vacuum pot shared with the Kings Arms. The issue was investigated and advice from a n ex-Anglian Water engineer, with first-hand experience of the issue, obtained and conveyed to the resident. The issue will be referred to the new Working Group for surface water management to include in the wider scope.
 - c. D-Day 80 flag. It decided to purchase one.

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- d. Village Hall Trust. In light of the forthcoming retirement of one of the trustees, who is currently relied upon for supporting the operation of the hall, a discussion relating to the background of the land ownership, lease and charity constitution took place. It was decided that a copy of the Trust Governance Deed should be requested, and a copy of the land registry record obtained to better inform the council on how best to follow up on the request by a trustee on the possibility of the PC becoming the Sole Trustee.
- e. A request was received from a family member for a Doug Canham Memorial Bench to be sited near the memorial bench for his late wife Joan at the Playing Field. The Council were content that the dilapidated bench next to the Joan Canham bench could be removed and disposed of, to be replaced with a new bench dedicated to the memory of Doug Canham.

38/24 **Flooding & Sewage:** Action Plan update.

- a. The clerk drafted and circulated terms of reference for a Surface Water Management Working Group. Cllr Carman proposed their adoption, seconded by Cllr Sheldon and agreed.

39/24 **Clerk and Cllr updates:**

- a. The CPRE PC Flood Management Conference has been announced for the 22 May in Dereham Memorial Hall. It was decided that the clerk should book on and that once the Surface Water Management Working Group was established that additional member could attend if places still available. (Cost is £50 per place)
- b. Churchyard collapsed tomb update: Cllr Hipperson reported that the repair was complete. The clerk will inform the PCC churchwarden for completion of paperwork to notify the Diocese.
- c. Basic Report to Council for installation of Posts on the Green – Cllr Walsh reported that this was work in progress.
- d. To receive update on the management of the closed churchyard. Deferred due to weather. Cllr Hipperson mentioned that whilst doing the tomb repair it was noted that nearby graves appeared to be showing signs of deterioration where intervention may be required soon to maintain them in a safe condition and that the budget will need to reflect this in future.
- e. Bowls Club: Lease – progress report on new lease to include proposed extension. The clerk reported that he had not had any further correspondence from the Bowls Club solicitor.
- f. To receive an update on a proposal from the KA Cricket Club to use the KGV Playing Field. Surveys by the clerk and SFC chairman had been carried out and information on pitch sizes and safe run off areas discussed. A site meeting to look at how the proposal might be accommodated is to be arranged.

40/24 **Neighbourhood Plan Steering Group update.** The clerk reported that the NHP SG continue to progress to the schedule and detail can be found in the NHPSG minutes on the [PC website](#). The clerk reported that invoices and costs have been paid as far as possible using the grant and that the remaining sum of £1406.25 will need to be re-paid to the grant organisation in April.

41/24 **Financial Matters:**

- a. **To authorise payments.** The payments list (Annex B) was proposed by Cllr Walsh, seconded by Cllr Carman and agreed.
 - i. It was agreed that the Council should subscribe to Community Action Norfolk (CAN) for Silver membership to access discounts on training and assistance with charity guidance as sole trustee of the KGV Field and with assistance to the VH Trust.
 - ii. It was agreed that the clerk should apply for a place on the CAN play equipment inspection course.

- b. **To reconcile the accounts.** The account reconciliation summary was circulated, and Cllr Walsh carried out a sample-check and countersigned the RFO's statement.
- c. **Electricity Contracts:** The RFO is in the process of obtaining the best deal for electricity supply for the Green and Pavilion through the broker Procuresmart who obtained the improved deal for 2023/4. When received it was agreed that it could be circulated for agreement and the clerk to make the arrangements.

42/24 **Traffic & Parking:**

- a. **SAM2.** The Feb data was analysed and uploaded to the website by the clerk, and it was reported that a reduction in average speed was noted.
- b. **SAM 2 Operator.** An advert for a replacement volunteer has been submitted to the editor of the Newsletter.
- c. **Parking on the and around the Green.** The chairman reported that he had circulated an open letter reporting on the outcomes of his meetings with stakeholders and there is ongoing work to identify an acceptable and workable solution.

43/24 **Highways & Footpaths Matters:**

- a. The clerk reported that a large section of the shoulder of the road on Spring Lane near the corner with Warren Road had collapsed and caused severe damage to a few cars. Residents and the clerk reported the defect and the Clerk contact the adjacent landowner for assistance with clearing mud from his field entrance that was obscuring the hazard. The farmer sent a team to clear up without delay and Highways arranged an emergency repair the following day. The area is showing signs of further deterioration and that has been reported for routine repair.
- b. Lynn Road Trod – update, Cllr Hipperson stated that the piping work would follow now the tomb repair was completed.

44/24 **Consideration of planning applications and decisions:**

- a. Applications: None
- b. Decisions: None
- c. Planning Enforcement updates:
 - i. [23/00296/UNOPDE](#) | Alleged Unauthorised Operational Development | Labyrinth 9 Westgate Street Shouldham King's Lynn Norfolk PE33 0BN. Appeal APP/V2635/C/23/3333470 in progress.

45/24 **Items for the next agenda and agreement of meeting date:** Cllr Walsh, supported by the cllrs present asked for the meeting day to be placed on the agenda to propose moving it to a Tue evening.
Cllr Sheldon gave her apologies for a potential late arrival at the next meeting.

Meeting closed at 20.45pm

Chairman

Date

Prepared by
Mike Inder, Parish Council Clerk & RFO

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County and Borough Councillor's Report to Council

Climate Change Strategy - action plan update

In June 2023, Norfolk County Council launched its Climate Strategy. The strategy sets out how the council can address its own carbon footprint as well as its role in supporting Norfolk's low carbon development and green growth. The strategy received widespread support for its detailed coverage of how the council can help shape Norfolk's response to climate change in line with the local context and priorities. Moreover, the council's approach to climate was independently ranked second among the UK's County Councils in the 2023 Council Climate Action Scorecards.

On 13 March 2024 the Infrastructure and Development Committee discussed the third tranche of actions to deliver the climate change strategy.

The committee reviewed and commented on the climate strategy that is to go to cabinet, endorsed the inclusion of the council's vehicle fleet carbon into their estate definition (and hence within their 2030 net zero estate target), and requested cabinet to consider producing a climate policy for council to include in the policy framework later this year.

The actions will support low carbon transport, climate adaptation, and decarbonisation of local business and industry. Initiatives include:

- A pilot to develop a sustainable and viable seaweed industry in Norfolk - the project will work with partners in the Netherlands, already implementing sea farms.
- Supporting the development of nature-based solutions to help secure Norfolk's long term water resilience.
- Further walking and cycling improvements in places including King's Lynn, Norwich, Great Yarmouth, and Dereham.

Read the Infrastructure and Development Committee report [here](#) or watch the meeting [here](#).

Norfolk Fire and Rescue Service

Improvements at Norfolk Fire and Rescue Service (NFRS) are evident with positive progress in many areas, according to an inspection report published 8 March.

His Majesty's Inspectorate of Constabularies and Fire and Rescue Services (HMICFRS) found NFRS had improved in five key areas since its full inspection in 2021.

The March 2024 report is an assessment of the service's effectiveness and efficiency, and how well it looks after its people. The report recognised the service's sound financial management, positive working culture, and the high priority it gives fire prevention.

Inspectors found NFRS is good at understanding risk, responding to major and multi-agency incidents, and ensuring the affordability of its services now and in the future.

In recognition of the progress made, the previous 'cause for concern' related to preventing fires and risks has been removed with the service improving its rating from 'inadequate' in this area to 'requires improvement'.

Particular praise was given for 'promising practice' in significant incident and multi-agency fatal fire reviews, which are improving outcomes both locally and nationally.

Inspectors recognised the direction of travel on improvements, but said it needs to do more on assurance for the quality of its prevention and protection work, more on training, more to improve diversity in its workforce, and more on identifying and developing leaders.

NHS blood pressure campaign

The NHS has launched a new national campaign to find the ‘missing millions’ who have undiagnosed high blood pressure. The campaign is backed by the British Heart Foundation, Stroke Association, Heart Research UK, Blood Pressure UK, May Measurement Month, British Society for Heart Failure, and more. High blood pressure, often described as a ‘silent killer’, affects an estimated 32% of adults. As the condition rarely has any symptoms, approximately 3 in 10 of these remain undiagnosed, equating to 4.2 million people in England.

The Government’s campaign is encouraging individuals to get a blood pressure test, which is fairly easy and can be done at participating pharmacies.

High blood pressure can be a sign of underlying health issues but is often treatable through improved diet and regular exercise. As such, NCC’s other health and wellbeing programmes are linked to this health outcome and can help support positive outcomes for wider public health goals.

Visit the NHS website for information about things that can increase your risk of getting high blood pressure, as well as diagnosis, treatment and lifestyle changes.

Ofsted Consultation – the Big Listen launched

Ofsted’s Chief Inspector has promised transparency and openness as they work to rebuild and strengthen the confidence of professionals and the public. He says Ofsted’s recent response to the Education Select Committee is an important moment to demonstrate their commitment to these principles.

As part of Ofsted’s wish to improve, they have launched the Big Listen Consultation. The consultation seeks views across their work, from schools and children’s social care to teacher training and early years.

They are seeking views about Ofsted’s work from the full range of professionals and providers with whom they work, as well as from parents, carers, children and learners.

They want to explore 4 key themes:

- How Ofsted reports on its findings
- How Ofsted carries out inspections
- How Ofsted can have a positive impact in all the sectors it inspects
- What Ofsted needs to do to be a world-class inspectorate and regulator, trusted by parents, children and the sectors it works with

Ofsted say the consultation is structured to allow you to provide feedback on the areas of greatest interest and importance to you.

The Big Listen consultation survey is available [here](#).

Ofsted will launch a strand of the consultation specifically aimed at children, including those in the care system, later this month.

The consultation closes on 31 May 2024.

Council tax premium for empty homes

A strengthened 100% council tax premium on long term empty homes comes into force on 1 April 2024, with local councils able to spend the money from April 2025.

The government says the sharpened rules to double council tax on long term empty properties will support local people in areas where high numbers of empty homes are preventing them from finding affordable housing. The rules will apply when a property has been empty for 12 months, rather than the current two years.

Following consultation feedback, a very limited number of exceptions have been set out. These will apply to empty properties that are uninhabitable due to extensive renovation, second homes that are not available for use year-round due to planning restrictions or for up to a year on homes that have been inherited to prevent families who are grieving from having to pay.

This announcement follows previous reforms to give councils greater power to control short-term lets by making them subject to the planning process, which can help to protect people from being pushed out of their local area, and announcements in the Spring Budget that furnished holiday lettings will have their tax relief scrapped.

Borough Council Parish Council support – update

1. Dedicated email inbox for Parish Council enquiries: parishcouncilenquiries@west-norfolk.gov.uk
To go live from 1 March 2024
2. A Document Pack with templates and advice for malicious complainants to be circulated by end of March 2024.
3. We have been and will be working more closely with NALC to provide dedicated support to Parish Councils with serious governance issues.
4. During this year we shall be:
 - a. Creating a Parish Council ‘Hub’ on our internet pages containing all useful information, FAQs and links for Parish Councils
 - b. Circulating further documents packs on Freedom of Information and Data Protection
 - c. Setting up online forums for Parish Council clerks and Chairs to meet regularly with the Monitoring Officer to discuss challenges and concerns
 - d. Providing a training event at the Town Hall on the local regime for Code of Conduct complaint handling
 - e. Exploring the concept of Borough Council ‘Member Champions’ for Civility in Public Life, to support Parish Councils experiencing difficulties.
 - f. Cost up the annual fee for employing an in-house Borough Council officer to support Parish Councils, including the conduct of a consultation exercise to determine the likely uptake of such a service.

Jim Moriarty

Deputy Leader of the Borough Council of King's Lynn and West Norfolk

Independent Councillor for Airfield Ward

Cabinet Member for Development and Regeneration

Annex B

Payment Authorisation

Date	PAYEE NAME	DETAILS	REF NO	CHEQUE NO / BACS	GROSS AMOUNT
01/03/2024	Brightaway Cleaning Co ltd	PF Toilet Cleaning B2087	120	DD	120.00
10/03/2024	Tamar Telecommunications	Virtual Phone Line 3964787	121	DD	6.60
18/03/2024	HMRC	PAYE Mth 12	122	BACS	76.40
31/03/2024	M Inder	Clerk Salary Mar	123	BACS	325.80
08/03/2024	D Willis	NHP Printing - Mr Bees #3478	124	BACS	15.00
11/03/2024	Pozitive Energy	Pavilion 40497620245195678 (Feb 1-29)	125	DD	66.17
11/03/2024	Pozitive Energy	Green 40496720245260002 (Feb 1-29)	126		<i>From credit</i>
11/03/2024	CCPlanning	NHP Planning consultancy INV-0464	127	BACS	5,460.00

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