

Pulham St Mary Parish Council

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Minutes of the Parish Council Meeting held at Pulham St Mary Church, on Tuesday 17th September 2024.

The meeting commenced at 7.30 pm.

Present: Cllr Scanlan, Cllr Freeman, Cllr McDaniel, Cllr Burridge, Cllr Hudson (attending as a parish Councillor and District Councillor), Cllr Langshaw, Cllr Yaxley, Cllr Boardman and Cllr Andersson Hewitt. The Clerk, County Cllr Wilby and District Cllr Thompson and 5 members of the public were also in attendance

1. Welcome.

The Chairman, Councillor Scanlan welcomed everyone to the meeting.

2. To consider apologies and reason for absence.

No apologies were submitted.

3. To consider declaration of interests and dispensation by Councillors

Cllr Scanlan declared interest on Pennoyers and YEP, Cllr Burridge declared an interest on planning application 2024/1943 and Cllr Andersson Hewitt declared an interest on matters relating to the allotments.

4. To approve minutes of the last meetings of 9th and 26th July 2024.

The minutes of 9th July 2024 and the extraordinary meeting of the 26th July were ratified as a true record of the meeting, copies was signed by Cllr Scanlan

Cllr Scanlan closed the meeting and brought forward the public forum for individuals to introduce themselves. 2 members of the public were in attendance to observe, 2 were attending because of interest on matters relating to the Chestnut trees on St Marys Terrace and 1 member of the public was attending to observe the meeting and because of interest on matters relating the questions raised by Pennoyers on the bus stop shelter. The meeting was resumed.

5. To discuss matters arising from the last meeting – for information only.

Parish Website.

All news items and statutory records have been updated.

Village/CIL Maintenance and Projects.

All matters for discussion or update are included within the agenda

6. To receive the Chairman's Report.

The Chairman hoped all in attendance had enjoyed a good summer. Cllr Scanlan reported a damaged post in the village centre and concerns on other posts becoming weak. The area near the recycle centre and hedge near the post office also need attention. **ACTION to be added to the October Agenda.**

The Chairman provided an update on the Youth Club and the need for additional volunteers, as numbers of attendees continue to increase.

7. To receive County and District Councillors Reports

Reports from County Cllr Wilby and District Cllr Thompson were received and copy attached.

County Cllr Wilby advised that the current devolution plan has been discontinued and new options will be considered. The Pulham School is one of many to have recently been inspected for ceiling problems. Results of the inspection are pending.

District Cllr Hudson noted that Pennoyers had been one of the organisations to be awarded £200.00 + the participation award of £20.00, in this year's litter pick draw.

There are currently grants available for parishes and community groups for EVCP and Solar PV systems.

<https://www.southnorfolkandbroadland.gov.uk/news/article/470/-20-000-grants-to-drive-green-networks>

Cllr Hudson added his support to the ruling to stop the current devolution plans, considering a better deal for Norfolk and Suffolk can be agreed.

Planning application 2024/1012 has now been refused, with no other application on the building in progress attention should now be given to repair of the gable end.

19.45 Cllr Wilby and Thompson left the meeting.

8. Public Forum

*A letter has been received on parking, obstructing the entrance to Glebe Farm Close. **ACTION** The Clerk has requested Gary Overland attend to consider option for signage/road marking to mitigate this. She will notify residents when a meeting has been confirmed.*

9. Items for discussion and ratification

• Current Planning Applications

2022/1353 Land South of Norwich Rd – Objection submitted 22/8/22 Amendments received January 2023; Objections confirmed 24/1/23 – **Amendments to erect 2 dwelling, no objections submitted 30/7/24**

2022/2394 Amendment Land South of Chestnut Rd. Erection of 9 dwellings – Objection submitted by 14/1/23 – and objection to amendments on 4/10/23. Amendments to 2022/2394 Land South of Chestnut Rd, Erection of 11 properties including 3 x 2 bed social provision properties. **Support submitted 14/2/24**

2024/1012 Kings Head – demolition of main public house building. A request that this application is considered for refusal submitted 12/6/24 - because the demolition of this historic building within the conservation area, in the centre of the village, would have a negative impact on the current street scene and would cause unacceptable aesthetic damage. **Refused 27/8/24**

2024/1466 Upper Vaunces Farm – Scoping opinion for 2 no Poultry sheds – **EIA not required**

New Applications

2024/1943 Laurel Farm – Erection of steel portal frame building for agricultural use – **Prior approval not required**

2024/2223 Crossingford Barn, Doctors Lane, listed building consent – **No objections, submitted support 28/8/24**

2024/2458 Tara, North Green Road, listed building consent to replace window. **No objections, support will be submitted by the clerk before 23/9/24**

- **To consider correspondence from the Pennoyers Trustees** – Concerns have been raised on the new bus shelter, currently on order, awaiting installation, for the bus stop for the Norwich bound buses.
 - Size, dimension and location information required for the Pennoyers Trustees insurance company – The Clerk has provided this.
 - Arrangements for keeping the area clear – Council agreed this area would become part of the council’s current housekeeping/maintenance duties. Council considered the install of an additional bin in this area would not be required.
 - Concerns on ASB/consideration of install of an additional CCTV – Council agreed there should be no change of use of this area, they will monitor and consider again if required.
 - Concerns on design – The Clerk advised, following receipt of the correspondence she was contacted by Chris Bennett, SNC Senior heritage & design officer. The Clerk was able to provide evidence that she had contacted Phil Whitehead in 2023, who was the heritage officer at that time, provided full details of the design and no objections had been raised. Chris confirmed the council’s choice was acceptable.

ACTION – The Clerk will respond to the Trustees.
- **To consider correspondence from parishioner in Station Road** – Council has received correspondence from a parishioner with the regards to work that would impact on land owned by the parish council. (NK319935) Council agreed they could not make a decision without full details of work, along with statutory granted permission ie planning. **ACTION - the Clerk will respond to the parishioner**
- **To consider allotment expenditure and consider rents for 2025/26** – Council considered the income and expenditure schedule prepared by the Clerk. Cllr Hudson proposed increasing the allotment rent by £1.00 per annum to £29.00 + £3.93 to cover water used for a single size plot. This was seconded by Cllr McDaniel and unanimously approved. **ACTION – The Clerk will send out the allotment invoices for 2024/25 and advise of the increase from 2025/26**
- **To consider trees along St Marys Terrace** – Following concerns raised by residents the Clerk has procured an initial inspection and quote for £1,560.00 to remove canopy deadwood and any compromised/dangerous bought within the crowns. *The meeting was closed to allow the public to speak – Residents are not happy with the work proposed, they consider the trees have become dangerous and would prefer they are reduced.* **ACTION Council will ask South Norfolk Council Tree Officer to attend site, invite residents and the contractor and discuss permitted work. The meeting was re adjourned.**
- **The Consider the Grounds Maintenance Contract** – With changes of responsibility for maintenance of South Green, possibly transferring to facility users, Council need to look at the current Grounds Maintenance Contract. **ACTION an initial walk around and assessment will take place on 20/9/24 for councillors who can attend.**
- **PPScheme 2025/26** – Council received notice; this is open until 6/12/2. Council will consider potential projects.
- **To receive Village Cluster Housing Allocation Plan Consultation** – No impact on PSM Allocation
- **Update on moving of power supply at South Green** – The work has been completed and currently awaiting UKPower network to complete their conection.
- **Update on Lease for South Green (Pulham Charities)** – Cllr Scanlan advised Council that he had engage Spire Solicitors to complete the work, he will circulate and update when available.

- **To Adopt updated PSM Financial Regulations Document (Draft Guid provided by NALC)** – Cllr Langshaw proposed adoption of the policy, seconded by Cllr McDaniel and unanimously agreed. **ACTION the Clerk will update records.**

10. Accounts

- **To formally earmark funds for streetlighting costs, pending ongoing delay in finalising billing arrangements by SSE – commenced 1/10/23, cost pa £1,0003.41** – The Clerk has raised a formal complaint and continues to chase SSE for invoices, Council agreed to earmark funds within the next budget, should this matter not be resolved.
- **To receive completion documents for 2023/24 External Audit** – Council received external audit and certificate, along with the closure letter for the 2023/24 external audit. No recommendations were made. The Clerk has displayed notice on the parish website and in the village notice board.
- **To ratify income and expenditure for August and Sept 2024 and bank reconciliation for July and August 2024.** Cllr Mcdaniel approved the bank reconciliations for July and August 2024 and Council ratified all income and expenditure for August and Sept 2024.

The balance following presentation of the listed Income and expenditure will be £66,989.91

PULHAM ST MARY PARISH COUNCIL				
ACCOUNTS : MONTH : August				
INCOME:	Amount	Description		
TOTAL INCOME	£0.00			
EXPENDITURE:	Gross	VAT	Net	Description
PSM PCC	200.00	-	200.00	Plants for village planters - from SNC Clean Bloom Grant
Excite Solutions Ltd	675.46	112.58	562.88	Grounds Maintenance Contract June = Sth Green May/July
Excite Solutions Ltd	466.44	77.74	388.70	Ground Maintenance Contract July
BT	53.73	8.95	44.78	Phone/Internet Package to 23/8/24
L Shulver	611.80	-	611.80	Salary July
L Shulver	41.20	-	41.20	Mileage and WFH
L Shulver	143.86	23.98	119.88	Reimburse parish expenditure Heart Internet - Hosting Re
TOTAL EXPENDITURE	£2,192.49	£223.25	£1,969.24	£2,192.49
ACCOUNTS : MONTH : Sept				
INCOME:	Amount	Description		
SNC	£100.00	Recycle payment 23/24 24/25		
PM pc ref Recycle payment	£400.00	Recycle payment 23/24 24/26 - initially paid to PM in error.		
TOTAL INCOME	£500.00			

EXPENDITURE:	Gross	VAT	Net	Description
BT	53.73	8.95	44.78	Phone Internet package to 23/9/24
Excite	466.44	77.74	388.70	August 2 visits
SNC	1,458.00	243.00	1,215.00	Dog bin emptying
TT Jones	53.64	8.94	44.70	Streetlight Maint Contract Oct - Dec
PKF Littlejohn LLP	252.00	42.00	210.00	External Audit
Wave - Anglian Water	9.83	-	9.83	Allotment Supply
Lshulver	637.40	-	637.40	Salary and Admin
TOTAL EXPENDITURE	£2,943.04	£380.63	£2,562.41	£2,943.04

Additional payment will be raised for £37.50 for hire of the Church. This payment will be included in the October accounts.

ACTION Cllr Freeman approved the August payments and will approve all payments for September.

11. To receive other reports.

Flood Mitigation Cllr Hudson Advised the IDB are working with landowners, considering options for holding back water on the meadows surrounding Tivetshall, The Pulhams and Starston.

Mens Shed there are now 35 members and the group are holding monthly social meetings. Planning is continuing for the proposed container shed on South Green and the group are working with SNC planning. A visit to Brundell MS is being organised and shared training courses set up with Clarion and Saffron Housing.

Neighbourhood Watch There are currently 2 volunteers, but there is a requirement for approximately 6, Cllr Scanlan will continue to advertise for further interest.

Youth Engagement Programme There are regularly 30 young people attending events and the emphasis is now on recruiting more volunteer helpers. The group were unable to organise trips during the summer as there were insufficient volunteer helpers. Funding has therefore been returned to Adnams but it is hoped that the money will be again granted following an application for hall hire fees.

Footpath Warden Cllr Freeman advised further bridges have been replace/repaired.

Tree Warden no further report

SAM A report from March to July is attached. The Current administrator is no long able to carry on moving and extracting data. **ACTION Cllr Hudson will act as interim administrator and the Clerk will use the data to provide reports. The Clerk will advertise for a volunteer to take over administration.**

Armed Forces Champion Cllr Scanlan will be speaking to Norman Steer with regards to commemorating Remembrance Day.

Sports and Recreation Committee. No further report

To consider the date of next meeting The October meeting will be held on the **8th October 2024, 7.30pm at Pennoyers.**

Meeting Closed at 21.00

Signed Date.....

Cllr M Wilby Report

Congratulations to all the young people that took part in the Summer Reading Challenge which is organised by all our libraries across the county. A special mention for all that took part at Harleston Library and big thanks to all of the staff who made it work so well. Over 10,000 youngsters took part.

Norfolk County Council has been shortlisted in three categories at the national Social Worker of the Year Awards. The People from Abroad Team has been named as a finalist as Team of the Year in both Children's and Adult Services categories, and Ellie Vincent has been nominated for the Newly Qualified Social worker of the Year Award. The People from Abroad Team supports resettlement of refugees in Norfolk, helping people build new, independent lives, safe from the persecution they were forced to flee. Since being created in 2017, the team have supported more than 500 refugees, with 276 children at the time they arrived in the UK. Ellie Vincent is a member of the Learning Disabilities Community Social Work team in the east of Norfolk, supporting adults with disabilities to live independent, fulfilling lives.

NCC is on course to hit its 2030 carbon emissions savings target, according to the latest data. The council has reduced its emissions by 61% compared to the baseline from 2016/17. The council has achieved this impressive result by implementing a range of measures, such as improving energy efficiency in its buildings, switching from gas to electric heating and installing energy-efficient LED street lighting. In June 2023, NCC launched its Climate Strategy. This set out the council's approach to addressing its own estates emissions but also how it can support Norfolk's development as a low carbon and climate resilient place to live, visit and do business. The council's project to replace Norfolk's streetlights with energy-efficient LEDs has been a resounding success. To date, it has saved £16.5 million, 88.75 million kWh in energy and more than 26,000 tonnes of carbon. The project is now in its final phases, leaving the remaining 5% of streetlights to be converted by April 2025.

NCC and the Human Milk Foundation (HMF) have teamed up to launch a new breastfeeding programme to promote breastfeeding and to expand milk banking services across the county. The foundation will be able to support up to 120 families over the coming year. International Board-Certified Location Consultants (IBCLs) will work closely with families, providing information and postnatal support to help parents breastfeed, with access to donor milk if needed. Norfolk is the first county to pilot such a programme, as part of its Start for Life offer. Norfolk Blood Bikes provides efficient transport of donor milk to hospitals and families in the region.

Residents across Norfolk are being reminded of the importance of buying lithium-ion batteries for a range of everyday devices only from reputable and safe retailers, to ensure they meet UK safety standards and aren't a fire risk. Norfolk Fire and Rescue Service and NCCs Trading Standards team is investigating a house fire which believed to have been started by charging a battery which was purchased from an online retailer.

My next surgery is at HIP on Saturday October 5th at 10am

Best wishes

Martin

Cllr Delme Thompson:

Report for Pulham St Mary Parish Council, September 2024.

Carnival and Summer Activities

Congratulations to all involved in the Carnival on Saturday, and our thanks to all the volunteers and community groups who supported activities across our Parishes this summer. I've no doubt Christmas festivities will roll round very quickly! Long may the community Spirit continue.

Town and Parish forum

The town and parish forum was held last Tuesday 10th September, and the recording should be available online in the coming days.

- At the last full council meeting there was unanimous support for installing **Bleed Kits** at leisure centres, and encouraging Parish Councils who don't already have them, to consider installing them in their communities. Full details on the kits are available here [Emergency Bleed Control Solutions Turtle Defib Cabinets](#) .For information on first aid training please contact mark.edwards@southnorfolkandbroadland.gov.uk

- The consultation on proposed changes to the National Planning Policy Framework and other changes to the planning system is **open until 24 September**. Find out more, and respond, here
- The next Forum is scheduled for **Thursday 3rd October 1pm – 2pm**
- This year's in person **Town and Parish Summit** will take place on **13 November** at the Horizon Centre.

Disabled Facilities Grants (DFG)

Residents who are elderly or have a disability, may be eligible for a Disabled Facilities Grant (DFG) to provide adaptations in their home. The focus of this grant is to make changes that can enable people to remain living independently at home.

Adaptations need to have been recommended by an Occupational Therapist, and could include:

- improving access into and around the home including main living area, kitchen, bedroom, bathroom and improving facilities or providing suitable facilities where there are none.
- making the home safer.
- improving a heating system in the home - if there is no appropriate heating system, providing a suitable one to meet a medical need.
- adapting heating or lighting controls to make them easier to use.
- improving movement around the home or so you can care for someone else who lives with you.

<https://www.southnorfolkandbroadland.gov.uk/help-stay-existing-home/disabled-facility-grants>

Warm Rooms Grant

From my initial enquires, I understand that this scheme will run again this year, and I have asked that an update be circulated to all councillors and Parish councils ASAP.

Hazardous Waste Days

Opportunity to dispose of items not taken as standard

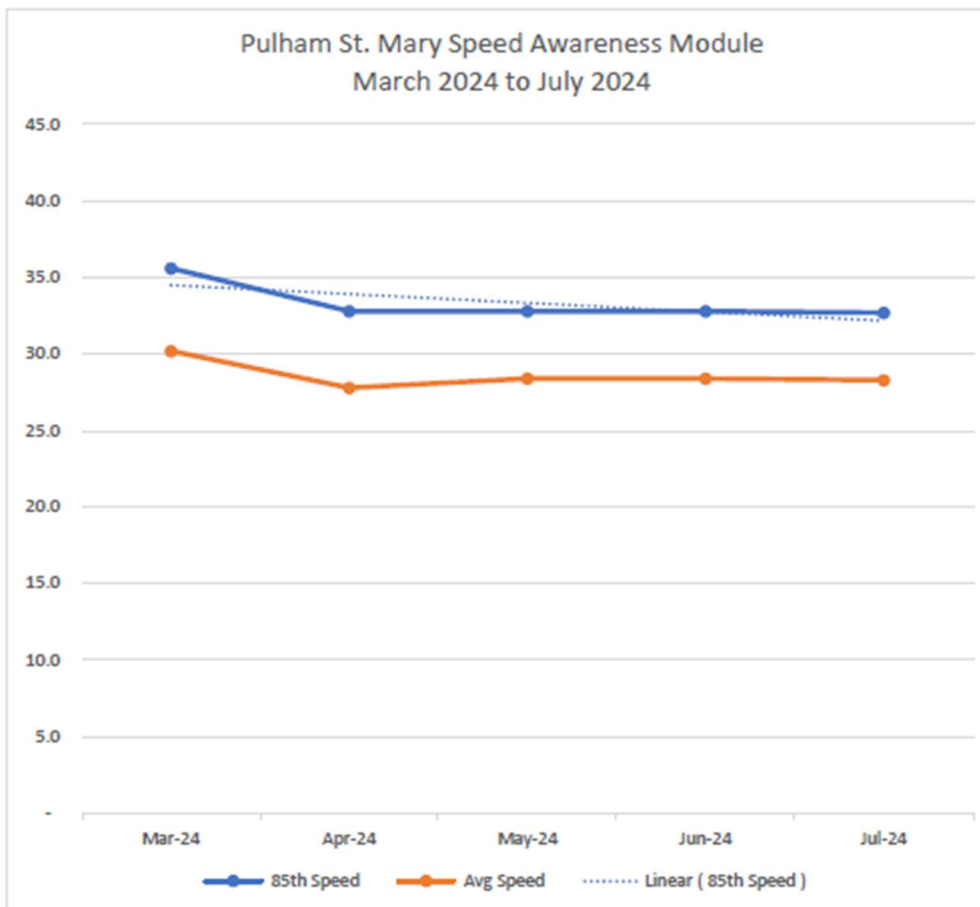
Full details: <https://www.norfolk.gov.uk/HAZARDOUSWASTE>

Pulham St. Mary SAM

March 2024 to July 2024

Month	85th Speed	Avg Speed	Vehicles	Peak AM	Peak PM
Mar-24	35.6	30.2	47,509	08:00 - 09:00	15:30 - 16:30
Apr-24	32.8	27.8	35,442	08:00 - 09:00	15:30 - 16:30
May-24	32.8	28.4	36,223	08:00 - 09:00	15:30 - 16:30
Jun-24	32.8	28.4	29,198	08:00 - 09:00	15:30 - 16:30
Jul-24	32.7	28.3	36,070	08:00 - 09:00	15:30 - 16:30

Total 33.3 28.6 184,442



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