

Pulham St Mary Parish Council

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Minutes of the Parish Council Meeting held at the Pennoyer Centre, on Tuesday 10th December 2024.

The meeting commenced at 7.30 pm.

- 1. Present:** Cllr Scanlan, Cllr Freeman, Cllr McDaniel, Cllr Yaxley, the Clerk, and 3 members of the public were also in attendance
- 2. Welcome.**
The Chairman, Councillor Scanlan welcomed everyone to the meeting.
- 3. To consider apologies and reason for absence.**
Apologies were accepted from Cllr Langshaw, Cllr Burridge, Cllr Boardman, Cllr Hudson (District and Parish Councillor and Cllr Andersson Hewitt. County Cllr Wilby and District Cllr Thompson.
- 4. To consider declaration of interests and dispensation by Councillors**
Cllr Scanlan declared interests on matters relating to Pennoyers and PYEP. Declarations documents were received by the Clerk from councillors who are also trustees of the Parish Charities. These will be kept on file.
- 5. To approve minutes of the last meetings held on 12th November 2024.**
The minutes of 12th November were ratified as a true record of the meeting and copy signed by Cllr Scanlan
- 6. 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.

The Clerk advised that she has submitted a claim for £500 Norfolk Armed Forces Grant towards events to commemorate VE and VA day 2025. She has submitted details in line with previous commemorative events in the village, providing a lighting/film event at the church and supporting other smaller community run projects within the village. Residents of Glebe Farm Close have requested an update from NCC on parking issues in front of the entrance to the close. 2 Bollards have been replaced by NCC and the clerk has procured details of the manufacture, should council wish to consider further replacements. The clerk has also included this on her reports for the highway rangers visit. SSE have again confirmed they are aware of the complaint raised on no invoices for streetlighting being raised. They will be addressing this matter in due course. All matters for discussion or update are included within the agenda.

7. To receive the Chairman's Report.

The Chairman Reported that the new bus shelter appears to have been hit by a high vehicle. Westcotec have made good and Cllr Scanlan has reported to the police. The Clerk will contact First Buses and the insurance company.

There have been 2 x ASB incidents at the playground. **Action** The Clerk will contact the playground equipment installers, who are currently installing new equipment at the playground, and discuss removal of the WC and skip.

The contractor has delayed the cleaning of the play equipment and other areas within the village until later in December.

8. To receive County and District Councillors Reports

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

9. Public Forum

AC representative for the Mens Shed attended to answer questions on the MS's response to letter of understanding from the PC. Council confirmed the first step in negotiations will be the parish charities obtaining formal registration of South Green. This matter will be discussed again at the next meeting.

2 members of the public attended to receive an update on the trees on St Marys Terrace. Cllr Scanlan confirmed a new contractor has been instructed to provide a report on the trees. As agreed at the last meeting.

*The members of public reported issues with blocked drains and condition of Saffrons car park/walkway. **Action** The Clerk will request an estate walk about with Saffron.*

The condition of the playground was discussed; Councillors confirmed that litter is picked by themselves and other volunteers and there is a bin provided. The new install of play equipment is ongoing, grass cutting is carried out during the growing season and a clean of the equipment is pending. Members of public present were happy to receive this information.

10. 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**

2024/2223 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, submitted support 23/9/24**

2024/2725 and 2726 Crossingford Barn Doctors Lane Pulham St Mary Norfolk IP21 4RJ, Alteration and refurbishment of outbuildings to include conversion of attached garden store and games room into living accommodation. Including Listed Building consent – **Support submitted 22/10/24**

2024/2918 Purchase Notice for the Kings Head Inn – Pending consideration by LPA target date 30/12/24

2024/2922 Garlic Farm, Garlic Street – listed building consent to demolish block wall and rebuild and extend existing wall to north end of house to create first floor en-suite – **Support submitted 22/10/24**

2024/3020 Garlic Farm, Garlic Street – listed building consent to insulate loft space, repair/replace windows, demolition of reed dividing wall replace and alter external doors, replace first floor stair case, demolition of stud wall and the construction of new wall, expose moulded and stopped hall joists including removing a lathe and plaster ceiling and demolition of internal wall, internal lathes and plaster wall to expose the original frame. – **Support submitted 23/10/24**

2024/3171 Sling Cottage North Green – 2 Storey Extension – **Support submitted 14/11/24 Withdrawn 29/1/24**

No New applications

- **To further consider action on maintenance of trees on St Marys Terrace** – moved to the January meeting pending receipt of report from A T Coombes Ass Ltd – instructed 2/12/24.
- **To consider GM contract amendments and additional work** – The contractor has proposed removing the 4 cuts at South Green, that are now covered the football club and replacing with monthly cuts around the bollard, the triangle by south green gate and all slopes in Station Road. Council agreed to the removal of the 4 cuts from the current contract to end 2025 but only wish the replacement work carried out twice pa, leaving the area to attract wildlife in line with District and County Council policies.
Council unanimously agreed the cost of £425.00 +vat to carry out a cut back of the area near the bus stop and recycle area, to cut around the trees in front of the allotments, to cut back the playground brambles and overhanging hedging to the interior of the playground and a heavy cutback of the shrub area in front of the post office.
Council agreed to look again at removal of the shrub in the ditch at Station Road when the tree work is agreed and carried out on St Marys Terrace. **Action** the Clerk will instruct the Contractor to carry out the work at the beginning of the next season, but ensuring the area around the trees in front of the allotment is not cut back while the spring bulbs are in bloom.
- **To consider renewal of the Street lighting maintenance contract** – Council unanimously agreed an increase to £178.80 + vat pa for the street lighting maintenance contract for the period 1/1/25 to 31/12/24
- **To consider maintenance required raised by a parishioner** – The clerk has already instructed the Highway Rangers of issues with debris on the path and storm drains on Poppys Lane. Councillors confirmed the hedge in Poppys Lane has now been cut back and the footpath is usable. **Action** the Clerk will contact the property owner of the hedge on the bend before the bridge towards Harleston, and remind them of their responsibility to keep the path accessible. Councillors requested properties in Station Road are also contacted with regards to overhanging hedges.
- **To consider the cost to provide a kissing gate and sleepers to improve PROWs within the village.** Cllr Freeman outlined work required to improve PROW in the village. The cost of material would be approximately £1,000.00. Council has the power to maintain PROW - Highways Act 1980, subsections 43 and 50. The work required is the responsibility of the landowner but the land owner has stated that the current style and paths are still fit for purpose. The proposed work would only be carried out with the permission of the owner and they will be advised that liability would remain with them. The Council would only carry out this work as a good will gesture to improve accessibility for facility users. The work would be permitted through CIL funding. The 4 councillors present could not agree on this matter and it will again be discussed at the January meeting when more councillors are present.
- **To consider matters relating to South Green recreation area**
Council is currently awaiting further information from the Parish Charities on their registration of South Green. It will then be possible to consider the setting up of leases and costs involved. The Clerk has provided a summary of information procured to date. **Action** Councillors should read the report and supporting documents to ensure they are aware of all information on this matter. The matter will be moved to the next meeting.

11. Accounts

- **To consider requests from local groups for support in 2025/26 and to consider the Income/Expenditure and draft budget for 2025/26.** The 4 councillors present agreed to move this matter to the January meeting when more Councillors are present. The January meeting will be moved forward to the 7th January as the precept request is required to be submitted by the 13th January.
Action Council asked the Clerk to contact the PCC in writing to ask for future expected expense to procure land/provide additional burial grounds.

- **To ratify income and expenditure for December 2024**

Council ratified all income and expenditure for December 2024.

The balance following presentation of the listed Income and expenditure will be £78,385.47

INCOME:	Amount	Description
Allotment Rents - Plots 11, 16 and 17	£98.14	Allotment Rent
TOTAL INCOME	£98.14	

EXPENDITURE:	Gross	VAT	Net	Description
PSM Charities	400.00	-	400.00	Rent South Green
BT	53.73	8.95	44.78	Phone Internet package to 23/12/24
Action Play and Leisure	13,630.80	2,271.80	11,359.00	Play Equipment
Pennoyers	50.00	-	50.00	Room Hire November
TT Jones	53.64	8.94	44.70	Streetlight Maint Contract Jan -Mar 25
PH Newby	120.00	20.00	100.00	Clearing blocked ditch - North Green Playground
L Shulver	629.10	-	629.10	Salary December
HMRC	51.60	-	51.60	PAYE 7 - 9
L Shulver	29.50	-	29.50	November Mileage and WFH
TOTAL EXPENDITURE	£15,018.37	£2,309.69	£12,708.68	£15,018.37

ACTION Cllr Freeman will approve all payments for November and Cllr McDaniel approved the November Bank Reconciliation

12. To receive other reports.

Flood Mitigation Cllr McDaniel provided a brief update on recent progress and planned work

Mens Shed No further report.

Neighbourhood Watch No further report.

Youth Engagement Programme Trailblazers is due to cease in the New Year, following the retirement of current volunteers. PYEP are looking to set up a group to cover this age group with regular meetings held at Pulham Market memorial hall.

Footpath Warden No further report

Tree Warden no further report

SAM No further report

Sports and Recreation Committee. No further report

To consider the date of next meeting The January meeting will be brought forward to the **7th January 2025, 7.30pm at Pennoyers.**

Meeting Closed at 21.35

Signed Date.....

County Councillor MW Report

Norfolk has come first for the second year in a row in the National Highways and Transport survey on roads and transport. The annual survey showed again that the highest satisfaction among 29 UK counties and authorities was to be found in Norfolk which achieved an overall score of 49 the average overall score amongst our peers this year was 44. People from across the county gave the highest above average scores in satisfaction with the condition of the highways, local bus services and traffic levels and congestion. In total Norfolk was at or above the national average across 24 of the 27 key Benchmark Indicators. Highlights from this year's survey include: Norfolk achieved higher than average on all but 1 of the public transport metrics. The provision of electric vehicle charging points has seen an improvement of 31.3%. Provision of cycle lanes, we ranked top for satisfaction up from 4th last year. Safety of children cycling to school has increased from coming 7th last year to 1st this year. Satisfaction with how we deal with potholes and damaged roads has increased from coming 6th last year to 3rd this year.

Norfolk County Council is looking to use £1.15m of the £6.7m allocated to the county through the Household Support Fund to keep people warm and help them make ends meet. The county council will use £0.75m to partner with local organisations, including, Age UK and Citizens Advice Bureau, to reach some of those most affected by the changes to the Winter Fuel payments. They will also put £400k into the 'warm spaces' scheme which provides vital respite in community spaces across the county. The proposals also include £3.6m to continue providing cost-of-living vouchers for families eligible for means tested free school meals. This is in addition to: £1.00m to Norfolk Assistance Scheme, £0.70m to local councils to provide proactive and crisis support and £0.25m to Adult Learning to continue free access to a range of courses to help with cooking at home, budgeting and digital skills.

More than 200 apprentices have been able to start at businesses and organisations across Norfolk thanks to a scheme that has transferred £2.2m to where it is most needed. Apprenticeships Norfolk's Levy Support Scheme enables unspent funds, which would otherwise be returned to HM Treasury, to be transferred to employers that can use them to fund apprenticeships, for new or existing staff. Aviva, BBC and the University of East Anglia (UEA) are just some of the organisations to transfer their unspent levy to the Apprenticeship Norfolk programme, which, in its second financial year has reached its £2m milestone in transfers. To find out more about the Levy Support Scheme, you can visit the Apprenticeship Norfolk Website or email apprenticeships@norfolk.gov.uk or on 0344 800 8024

Lifesaving defibrillators for use by the public are now available at more than half of Norfolk's fire stations thanks to the extension of a successful project. Norfolk Fire & Rescue Service is committed to saving lives every day. The Defibrillator project has been spearheaded by firefighter Chris Baker who has been involved in getting other community defibrillators in place across Norfolk. The machines are simple to use and offer step by step guidance to enable people to try and restart a heart. All fire crews in Norfolk also carry defibrillators on frontline appliances.

Wishing everyone a very Happy Christmas and a Healthy New Year.

Looking forward to 2025

Best Wishes

Martin

Cllr Delme Thompson:
Report for Pulham St Mary Parish Council December 2024.

Final Reminder – Nominations for the 2025 Business Awards close this Friday 13 December.
Businesses can nominate themselves for up to two awards in any of the 10 categories below.

1. Business Growth
2. Business Innovation
3. Employer of the Year
4. Environmental Impact
5. Food and Drink Producer of the Year
6. Excellence in Advance Manufacturing and Engineering
7. Excellence in Insurance, Financial and Professional Services
8. New Business
9. Small Business of the Year
10. Tourism Business of the Year

Full Details: <https://www.southnorfolkandbroadland.gov.uk/business/broadland-and-south-norfolk-business-awards/categories>

Parishioners can support their favourite shop and pub by voting for them as 'Retailer of the Year' and 'Pub of the Year', and will be entered into a prize draws for the chance to win £100 of shopping and pub vouchers. Nominate your business, favourite retailer or pub today at

<https://www.southnorfolkandbroadland.gov.uk/business/broadland-and-south-norfolk-business-awards/categories>

Retailers and pubs can request a marketing pack at awards@southnorfolkandbroadland.gov.uk The awards ceremony will take place on 19 March 2025 at Norwich City Football Club.

New Groups meeting in the community? Apply for a

<https://www.southnorfolkandbroadland.gov.uk/communities/community-funding/go-grant>

My understanding is that more than one local group may well be able to apply. Go For It Grant | Broadland and South Norfolk

SNC Budget Consultation open until 20 December,

Please use the following link to share what you feel should be the investment priorities

<https://forms.office.com/pages/responsepage.aspx?id=ikQbvZ9SBEqklb1K4febsNG-jh11SYRGk0onCEuzDexUQ0NSSUkzQVRBS0I1WIBCWE1aMzJXUUpCRi4u&route=shorturl>

Christmas lights, fairs and fun events – A list of Christmas events across the District Love Local Christmas in South Norfolk | Broadland and South Norfolk <https://www.southnorfolkandbroadland.gov.uk/business/market-towns-visitor-economy/make-it-local-this-christmas/love-local-christmas-in-south-norfolk>

2 hours free parking on December Saturdays On 14 and 21 December enjoy two hours free parking in Harleston, Diss, Wymondham, Long Stratton, Loddon on the three Saturdays leading up to Christmas Day. Instead of the usual one. You still need to get a ticket when you park.

Christmas Photo competition open until 17th December - Win a hamper! Make it local this Christmas! | Broadland and South Norfolk <https://www.southnorfolkandbroadland.gov.uk/business/market-towns-visitor-economy/make-it-local-this-christmas>