

Pulham St Mary Parish Council

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Minutes of the Parish Council Meeting held at the Pennoyer Centre, on Tuesday 7th January 2025.

The meeting commenced at 7.30 pm.

- 1. Present:** Cllr Scanlan, Cllr McDaniel, Cllr Yaxley, Cllr Burrige, Cllr Hudson (District and Parish Councillor and Cllr Andersson Hewitt. The Clerk, County Cllr Wilby, JR from the Pennoyers Trustees 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 Boardman and Cllr Freeman.
- 4. To consider declaration of interests and dispensation by Councillors**
Cllr Scanlan declared interests on matters relating to Pennoyers and PYEP.
- 5. To approve minutes of the last meetings held on 16th December 2024.**
The minutes of 16th December 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 the Parish Council Insurance have approved and paid £4,166.00 to replace the bus shelter that was damaged in December 2024. This is the full cost to replace less £250.00 excess. The Clerk has spoken to Wescotec and requested a replacement is ordered.

The Clerk reported maintenance required to the pathway and carpark at St Marys Terrace/Chestnut Road. Saffron Housing have advised this land is not theirs and it has been identified that the land remain in South Norfolk Council's ownership. **ACTION** The Clerk will report to the district council.

The Clerk has chased GO NCC on maintenance work required to paths/roadway in Church Close. This work was identified and confirmed by NCC early in 2024. **ACTION** The Clerk and County Cllr Wilby will continue to chase up this work.

ACTION The Clerk will order a replacement dog bin under her delegated power, to replace the damage one on Dirty Lane. This will be retrospectively ratified at the February meeting.

- 7. To receive the Chairman's Report.**

The Chairman reported on the change of ownership at the post office and the sad news on the fatal road accident in Pulham Market. Several pot holes have been identified **ACTION** The clerk will report Semere Lane and village centre/junction Station Road.

Cllr Scanlan updated council on PYEP – the youth club reopens on Monday 13/1/25, attendance is now around 30+ members every Monday session. The new junior youth club will commence February for 4-10 year olds, with attendance expected to be 20-30 new members.

8. To receive County and District Councillors Reports

A report from County Cllr Wilby will be forwarded to the Clerk and attached to the minutes. County Cllr Wilby reported on the road accident in Pulham Market, thanks were noted to Cllr Hudson for the data provided and the County Cllr reported that there will be a police investigation to follow. The Starston bridge is now closed for repairs and a bus diversion in place to provide a service to the Pulhams. A County Council meeting on the 9/1/25 will discuss devolution. If this is supported it is anticipated the 2026 County Council elections will be cancelled.

District Cllr Hudson reported the reopening of Diss Swimming Pool on 13/1/25 following the refurbishment which will reduce the pools carbon footprint and running costs. The District Council have acquired land and a gym is planned for Diss to overlook the Mere.

The purchase notice for the Kings Head has not been validated by the District Council.

Thanks was expressed to the Parker family who have run the Pulham St Mary post office for the last 13.5 years.

Gritting of local roads was discussed, with noted reference to 4 accidents along the same stretch of road in Pulham Market over recent years. **ACTION** the Clerk will ask that the back roads are considered for gritting over the next few weeks, while the traffic is being diverted because of the Starston bridge closure.

Cllr Hudson reported on devolution and proposals going forward. Council should consider what this will mean for Town and Parish Councils going forward, and distribution of responsibility on volunteer Councillors.

9. Public Forum

1 member of the public attended to observe

*2 members of the public attended to highlight the missing bollard near the entrance to Glebe Farm Close and ongoing concerns on parking. **ACTION** the Clerk will advise NCC on the missing bollard and ask for an update on additional road markings.*

1 member of the public joined JR as a representative of the Pennoyer's Trustees. JR provided a comprehensive presentation on behalf of the trustees and The Pennoyer Centre. Councillors welcomed the information on community engagement and events held at the Centre but raised questions on how funding from the parish precept would be spent, or if the money would just mitigate losses incurred on some elements of the business.

Details were provided on how the trustees planned to improve financial performance. Council was pleased to hear the new solar panels have now halved the electricity use.

JR and County Cllr Wilby left the meeting.

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**

2024/2918 Purchase Notice for the Kings Head Inn – Declined 20/12/24

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**

No New applications

- **To further consider action on maintenance of trees on St Marys Terrace** – Awaiting inspection and report from A T Coombes Ass Ltd (***Addition following meeting – Attendance has now been confirmed for the 3rd week in January***)
- **To consider the cost to provide a kissing gate and sleepers to improve PROWs within the village.** Cllr Hudson proposed £800.00 - £1,000.00 to provide materials to install a kissing gate and provide sleepers required to improve PROW in the village. The proposed work will be carried out by Cllr Freeman and will only be completed with the permission of the owner. 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. This was seconded by Cllr Burridge and unanimously agreed.
- **To consider matters relating to South Green recreation area**
Cllr Scanlan reported that he will be meeting with Charity Secretary to move forward with formal registration of South Green. Cllr Hudson advised of a contact at a local village who are also managing a similar situation. This item will remain on the agenda pending the formal registration.

11. Accounts

- **To consider requests from local groups for support in 2025/26**
Cllr Scanlan had declared an interest and Vice Chair Cllr McDaniel Chaired the meeting. Council considered 2 applications from local groups. Cllr Hudson proposed accepting the request from PYEP, for £2,000.00 for 2025/26 to cover:- £1150.00 Training and certification for volunteers, £250.00 Website support, £300.00 Hall fees and £300.00 for Equipment. This funding includes support for the setting up of the new junior youth club. This was seconded by Cllr Andersson Hewitt and unanimously agreed.
Cllr Scanlan returned to Chairing the meeting Council confirmed they would not support the request from the Pennoyers Trustees for a grant for £4,000.00 for 2025/26. The application only identifies supporting room hire costs from this funding. Council is happy to continue paying for their own use of the facilities for their meetings and will to continue to considering support of any community focused groups who apply direct to them for such funding. **ACTION** The Clerk will respond to the Trustees, thank them for their application, acknowledge their support of community provision and use of the Centre to facilitate services for the community but advise that all applications must clearly identify what the funding will be spent on. The Council are happy to receive requests that support the delivery of an event that provides for the community, for funding to procure materials or services that will be used to enhance community cohesion and provision or to promote such. This list is not conclusive but all requests should clearly identify an event or project.
- **To consider income and expenditure to date, draft budget for 2025/26 and to ratify the precept request for 2025/26.**
Council considered the income and expenditure document prepared by the RFO/Clerk. Council agreed to continue current years policy to set aside funding of community project. Council considered a slight increase would be required to accommodate requests from local groups and to support the village charity in registering South green and setting up leases with asset users.
- **To ratify precept request for 2025/26**
Cllr Burridge proposes increasing the precept request to £26,400.00. As the tax base for 2025/26 has increased to 344, this will equate to a charge to the average D band of £76.74 pa for the parish precept, an increase of

1.93% which is below inflation and will be £1.45 per annum, per household in this band. This motion was seconded by Cllr Yaxley and unanimously agreed.

After the anticipated regular expenditure for 2025/26, this will provide a fund of just under £5,500.00 to support community projects and allow the maintenance of reserves to support future anticipated and unexpected expenditure.

• **To ratify income and expenditure for January 2025**

Council ratified all income and expenditure for January 2025

The balance following presentation of the listed Income and expenditure will be £82,070.66

INCOME:	Amount	Description
Allotment Rents 2,3,5,9,14,15,18,19,21.5	£308.18	Annual allotment rent payments
Insurance Claim - Bus Shelter	£4,166.00	Aviva insurance payment
TOTAL INCOME	£4,474.18	

EXPENDITURE:	Gross	VAT	Net	Description
Adjustment HMRC	1.56	-	1.56	PAYE 7-9
Wave - Anglian Water	25.10	-	25.10	Allotment Supply
BT	53.73	8.95	44.78	Phone Internet package to 23/1/25
Pennoyers	50.00	-	50.00	Room Hire December
L Shulver	629.10	-	629.10	Salary December
L Shulver	29.50	-	29.50	Dec Mileage and admin
			-	
TOTAL EXPENDITURE	£788.99	£8.95	£780.04	£788.99

Payment for invoice received following preparation of the accounts for Crook Powerwash £200.00 will be raised and entered in the accounts for February.

ACTION Cllr McDaniel proposed receiving the accounts for January, this was seconded by Cllr Yaxley and unanimously agreed. Cllr Andersson Hewitt with approved the payments raised.

12. To receive other reports.

Flood Mitigation Cllr McDaniel noted no update had been received following last inspection. Local residents will chase up on this matter and report at the next meeting.

Mens Shed Discussions have taken place with the LPA and the Mens Shed will soon be in a position to submit planning for a shed at South Green. A Social event has been organised for 17th January and a workshop for the 25th January 2025

Neighbourhood Watch No further report, Cllr Scanlan will advertise for volunteers a final time in the parish magazine but if no response is received this matter will be removed from the agenda. It is thought that community engagement on local social platforms may have reduced the need for the more traditional format of a neighbourhood watch.

Youth Engagement Programme No further report as covered during the Chairs report

Footpath Warden No further report

Tree Warden no further report

SAM Cllr Hudson will organise for the SAM machine to be moved to Station Road

Sports and Recreation Committee. No further report

To consider the date of next meeting The January meeting will be brought forward to the **11th February 2025, 7.30pm at Pennoyers.**

Meeting Closed at 21.21

Signed Date.....