



Minutes of Pulham Market Parish Council Meeting, held at Pulham Market Memorial Hall on Monday 10th February 2025, commencing at 7.00pm

Present: Cllr S Hewitt, Cllr Alexander, Cllr Pietrzak, Cllr Schwier, Cllr Herschel-Shorland, Cllr Holland, Cllr Ford and Cllr Wickins. County Cllr Wilby and District Cllrs Hudson.

Parish Clerk Mrs L Shulver

Members of the public – 5

2024-25/186 To receive apologies for absence. Apologies were accepted from **No apologies were received.**

2024-25/187 To receive any declarations of personal or prejudicial interest from members on any items to be discussed and to consider any dispensations.

No declarations were submitted.

2024-25/188 To approve the minutes of the meeting held on 13th January 2024. **Council unanimously agreed that the minutes were an accurate record of the meeting held on 13th January 2025. Cllr Hewitt signed a hard copy.**

2024-25/189 To receive report from the Chairman

Copy of the Chairmans report attached.

2024-25/190 To receive reports on matters of interest to the parish from District and County Councillors.

County Cllr Wilby gave his report. Copies of reports from County Cllr Wilby and District Cllr Thompson are attached.

Cllr Hudson Provided information on, provision made from his Local Members Grant, the current custom and self-build housing consultation and devolution/impact at local level. Confirmation has been given that funding will still currently be available for Neighbourhood Plans, this will allow those currently progressing through the process to complete. The District budget for 25/26 has now been set, with a £5.00 increase for the average D Band property.

The County and District Councillors left the meeting

2024-25/191 Public Forum. **1 member of the public was in attendance to observe. 2 members of the public were in attendance as representatives of the Pulham Surgery Patient Participation Group. A comprehensive overview of the groups commitments and aims were provided to Council. The group is currently seeking funding; Council is willing to promote the group via the village diary but do not provide financially support to groups.**

2 members of the public left the meeting

2 Members of the public attended to further discuss traffic and speeding through the village. Council agreed to bring forward item 12 to consider a traffic management working group.

Council unanimously agreed to adopt a traffic management working group (TMWG). Proposed amendments to the groups terms of reference will be referred to the group for approval and considered for ratification at the March meeting.

The TMWG advised that a covert camera, speed monitoring unit has recently been in use by the school. The unit has now been removed and the group are awaiting results for conformation from the police, that this is formally recognised as a speed problem area.

The Clerk has heard back from the Community Speed Watch team, the Pulham CSW volunteers have all been approved. She will try to organise an assessment of the areas to be monitored during February.

2 members of the public left the meeting at 8pm

2024-25/192 To consider correspondence from parishioners.

No further correspondence was received.

To receive reports and ratify further action if required

2024-25/193 The Clerk to provide an update on the matters arising from the **January** meeting and provide any other information on actions that have been undertaken since the last meeting.

- 24/14613/STRW55 flytipping in the ditch fronting Julians Way properties - This work may have been completed as the area appears clearer. The area will be monitored going forward.
- The bin for the bus stop has arrived and the Clerk will deliver to Cllr Hewitt.
- The Clerk presented request received on matters relating to the burial ground policies. Following consideration, Council agreed; Not to increase the height restriction of 12" for memorial stones in the cremation area, not to allow burial out of sequence withing the burial area and not to allow the purchase of burial plots unless they are to be used for internment. If a need is established Council may consider in the further designating an area for the erection of memorial stones only.
- The grant from Norfolk Armed Forces covenant 2025 – 80th anniversary VE day, has been refused as the Council do not have a Safeguarding Policy.
- Councillors approved use of The Green by the Church over Easter. Confirmation will be sought on time of use on Easter Eve.
- A request has been received for UK Power networks contractor to cut back trees close to power cables at the playing field in Mill Lane. Permission is granted to carry out work midweek during school term, with the provision that the area is left clear of debris.

2024-25/194 Planning working party to provide recommendations on each new planning application presented, full council to consider and ratify comments and verdicts to each application

2022/2255 – Change of use of existing building to dwelling and erection of ancillary cart lodge for use as domestic garaging.

Location: Agricultural building north of Gresham Farm, Semere Green, Pulham Market.
Submitted support with conditions 13/12/22

2024/1265 Beaks Barn Dunnings Lane – conversion of agricultural building dwelling, and erection of new garage **Support submitted 7/6/24**

2024/2797 Honeypot Cottage, Guildhall Lane – Listed Building Consent casement window. **Support submitted 15/10/24**

2024/3167 and 3168 Blackthorn Farm Bush Green Pulham Market Norfolk IP21 4Y – Full planning and listed building consent, Conversion of part of attached outbuilding to annexe accommodation; internal and external alterations to main house. **Support submitted 13/11/24**

No new applications

2024-25/195 To receive notice from the planning inspectorate and consider comment on scoping consultation for East Pye Solar Ltd application. **Cllr Hewitt attended a steering group meeting and reported back to councillors on concerns raised. Cllr Alexander provided an overview on support studies for these types of projects. Council wishes to keep this matter on the agenda/matters arising but agreed not to comment at this stage of the process.**

2024-25/196 To approve dates of parish meetings for 2025. **Dates approved as follow:- 10th March 2025, 14th April 2025 APM, 12th May 2025 APCM, 9th June 2025, 14th July 2025, 8th September 2025, 13th October 2025, 10th November 2025, 8th December 2025.**

2024-25/197 To respond to recommendations from solicitor on registration of PMMH. **Council agreed to proceed with registration application. The Clerk will provide details of the insurance value of PMMH for consideration of an indemnity policy, should this be required. Clarity will be sort on if application for registration will be possessory or absolute, of if this situation will be dictated by land registry as part of the**

2024-25/198 To receive communication from Norfolk ALC. **Council received communication.**

2024-25/199 To consider annual policies for renewal. **Cllr Alexander proposed amendments to the asset management policy to clarify assets are insured at market value. She also proposed a GDPR audit is completed prior to the next audit. The Clerk will action these and the amended policies ratified at the March meeting.**

2024-25/200 To approve appointment of the internal auditor for 2024/25 Audit. **Council ratified the appointment of TN to carry out the Internal Audit for 2025/25, the cost is anticipated to be £130.00**

2024-25/201 To consider options for IT provision

Council ratified £589.00 to provide a HP ProBook 450 G7 7th Generation laptop to accommodate windows 11 professional. Labour to set up will be £130.00 and the Clerk will confirm with the supplier additional costs to provide office suite.

2024-25/202 To receive SAM Report. Council ratified repair cost of £205.50 +vat for repair of the SAM

To Ratify Expenditure

2024-25/203 To receive and ratify the Financial Statement for February 2025, approve the bank reconciliation for January 2025 and agree councillor authorisation.

Council unanimously ratified the Bank and Financial Statements and resolved them to be an accurate record of the Council's current financial position.

Action: Cllr Herschel-Shorland approved the January 2025 Bank Reconciliation. Cllr Alexander and Ford will authorise payments for February 2025.

The balance following presentation of the February Accounts transactions listed, will be £66,999.01

Approved January Accounts

Receipts

Date	Details	Amount
Feb	2025	
07-Jan-25	T J Turner Burial Fees	180.00
24-Jan-25	Skipper Cremation Area Reservation	50.00
	Feb Total	230.00
	Sub Total -Cumulative Current Account Income	41,894.19
30-Jun-24	Interest	452.19
30-Sep-24	Interest	509.42
31-Dec-24	Interest	476.38
	Sub Total -Cumulative Instant Access Account Income	1,437.99
	Total Income 2024/25	43,332.18

Payments

Date	Payee	Description	Payment	Gross	Net	VAT
Feb	2025					
27-Jan-25	Valda Energy	Pavillion Supply	DD	16.95	16.14	0.81
10-Feb-25	MP Stephenson	Xmas Tree	B/Trf	348	290.00	58.00
10-Feb-25	S Hewitt	Mileage to deliver SAM for repair	B/Trf	44.2	44.20	
10-Feb-25	Bierton and Woods	King Charless Commemorative Wedge	B/Trf	660	550.00	110.00
10-Feb-25	S Algar Electrical	Wire Defibrillator at Playingfield	B/Trf	91.68	76.40	15.28
10-Feb-25	L Shulver	WFH/Mileage	B/Trf	35.5	35.50	
10-Feb-25	L Shulver	Post Bin for bus stop- Ebay	B/Trf	99.99	99.99	
25-Feb-25	L Shulver	Salary February	B/Trf	618.80	618.80	
25-Feb-25	HMRC	PAYE Mth 11	B/Trf	92.80	92.80	
28-Feb-25	Unity Trust	Bk Charges	DD	6.00	6.00	
	Feb Total			2,013.92	1,829.83	184.09
	Total Spend 2024/25			45,560.24	39,861.75	5,698.49

2024-25/204 To consider the date for the February Meeting. Council resolved to hold the February parish meeting on the Monday, 10th March 2025

2024-25/205 The Clerk to provide and receive items for the next agenda.

**Resolved to include;
Amended Policies for 2025**

Items for the village diary and/or magazine:

*Defib Training
Hub support
Elections*

Confidential Minute

The meeting closed 9.50 pm

Signed.....

Date.....

Chairman's report to Pulham Market Parish Council 10th February 2025

Since the last meeting:

I applied for a "Go For It" Grant (SNC & BC) as mentioned in Delme's report last month. On behalf of the Pulham Market Society I asked for £160 to buy some pump action vacuum flasks for use in the Memorial Hall for tea & coffee. It was approved and we will try them out at the PMS meeting on 19th February.

Playing Field

TOPS have cut the grass at the playing field as requested. I have circulated ideas for "play panels" at the field following suggestions from councillors. The wooden frame swings have yet to be refurbished. It would be good to complete all this work on the play equipment in time for the annual inspection in June. Steve Algar has installed the defibrillator cabinet on the end of the pavilion and wired it in to the main board on a separate circuit. Jim Whiteside has checked the unit over, Lisa has registered it and it is now in place.

Defibrillator training:

I have booked the Memorial Hall for Thursday evening 24th April for a session covering use of a defibrillator and related topics. Jim Whiteside has kindly agreed to run this for us. I suggest we advertise this in the diary for March and put a flyer out for April.

Burial Ground:

I have confirmed with Waveney Trees for work to be done as agreed on the 4 yew trees for £500. They have confirmed a date of Thursday 27th March.

Steve Hewitt 10th February 2025

County Cllr M Wilby Report

Norfolk is set to gain new powers and funding following a significant Government announcement on 5th February 2025. Norfolk would be a priority area for devolution and local Government reform. As part of this, the Government is seeking to create a devolution deal for Norfolk and Suffolk, which would include the introduction of an elected mayor. In addition, there are plans to reshape local government in Norfolk. The Government intends to replace the current two-tier structure, where services are shared between county and district councils, with unitary authorities. This would centralize decision-making and service delivery into a single authority, streamlining local government processes and potentially increasing efficiency and saving taxpayers money. These changes will empower local areas with more control over their services and funding. For further details on the progress of devolution and the impact of these reforms, visit www.norfolk.gov.uk/devolution

Norfolk has launched new grant programmes as part of its five-year economic blueprint. The £1.1m Business Growth Fund offer grants of £5k to £50k, covering up to 30% of project costs. The £1.2m Made Smarter Adoption programme will provide grants of up to £20k, funding up to 50% of advanced manufacturing and engineering projects.

These initiatives aim to boost key sectors like clean energy, agri-tech, and research, while unlocking private sector investment. Grants will be available from April 2025. For more details, visit the Made Smarter Adoption Programme East of England webpage.

A scheme to support people in Norfolk with long-term health issues get back into employment or continue in their jobs has already helped more than 1,100 participants. The Working Well Norfolk programme, launched in October 2023, supports individuals with long-term health issues to return to or stay in work. It has already helped over 1,100 participants, with 200 moving into work and 150 staying employed despite health challenges. The programme has received 1,600 referrals and will continue for another 18 months, with additional funding to help 730 more people, totalling 1,830 participants by September 2026. The £5.2m project is managed by NCC and delivered by Seetec Pluss and Standguide Ltd. For more info or to refer visit Working Well Norfolk – Seetec Pluss or call 01603 561054

Norfolk Youth Justice Service (NYJS) has received an overall rating of “good” after an inspection by His Majesty’s Inspectorate of Probation (HMIP), describing staff as “motivated” and “creative” going “above and beyond” to support the children they work with. The report followed a recent visit by inspectors. NYJS is a multi-agency partnership hosted within Norfolk County Council’s Children’s Services. Its aim is to prevent children from offending, help them repair the damage they cause victims and help children achieve their potential. The inspection found the governance of Norfolk YJS to be strong, with an experienced independent chair of the management board, who is “skilled and knowledgeable.” The quality of resettlement policy and provision was separately rated as “outstanding”

NCC has reached the halfway point of its 1 Million Trees for Norfolk initiative, planting the 500,000 tree. The milestone tree, a Norfolk Oak, was planted at Pracilla Bacon Lodge with support from Paul Bussey, who has funded several tree planting projects across the county.

Best Wishes
Martin

Cllr Delme Thompson:
Report for Pulham Market Parish Council February 2025.

Town and Parish Forum

The recording of the event held on 4 Feb can be found at <https://youtu.be/2ToqtRVT50c>
The next Forum meeting is scheduled for Tuesday 4th March at 1pm.

Help Hub Employability Support

Parishioners who are unemployed or soon to be unemployed, have been made redundant, looking for a career change, or leaving further education with no employment in place, can get support from Help Hub Employability.

Support includes:

- **one-to-one information and advice**
- **employment-related benefits advice**
- **navigation to vacancies and training**
- **help to create a CV and cover letter**
- **guidance on how to apply for a job and write an application**
- **assistance with interview techniques**
- **support with confidence building**

Residents can contact the Help Hub Employability team on 01508 533633, by completing the online request form, or by email at employability@southnorfolkandbroadland.gov.uk.

County elections postponed until 2026

The government has announced that the Norfolk County Council elections, originally scheduled for May 2025, will be postponed until 2026. This follows Norfolk's acceptance onto the government's Devolution Priority List, which will lead to changes in council structures. The postponement means that current Norfolk county councillors will remain in office for an additional year. Norfolk is among several areas where elections have been postponed as part of wider local government changes.

[Norfolk County Council Election - 1 May 2025 - Postponed | Broadland and South Norfolk](#)