



Minutes of Pulham Market Parish Council Meeting, held at Pulham Market Memorial Hall, Pulham Market on Monday 12th June 2023, commencing at 7pm

Present: Cllr S Hewitt, Cllr A Ford, Cllr M Alexander Cllr A Schwier and Cllr Herschel-Shorland.

Parish Clerk Mrs L Shulver

District Cllr C Hudson

Dan Edwards, Chair of TUFC

Members of the public – 1

2023-24/51 Council received acceptance of office from Cllr Hewitt, submitted prior to the meeting. Cllr Hewitt has submitted his declarations of interest and the Clerk has forwarded these to the monitoring officer. Cllr Ford re affirmed the appointment of Cllr Hewitt as Chairman for the coming year, this motion was seconded by Cllr Alexander and unanimously agreed. Cllr Hewitt accepted office and the proper officer confirmed. Cllr Hewitt thanked Cllr Ford for 12 years' service as Chair of the Parish Council, he thanked Cllr Alexander for accepting the Vice Chair role and thanked Council for their continued support.

2023-24/52 To receive apologies for absence and resignations. Council accepted apologies from Cllr Pietrzak and notice of resignation from Cllr Hammond-Brewster. Cllr Hewitt advised he has spoken with Kim and thanked her for her work on the Parish Council. The Clerk has notified the District Council and the casual vacancy is currently being advertised. Council accepted apologies from County Cllr Wilby and District Cllr Thompson.

2023-24/53 To receive any declarations of personal or prejudicial interest from members on any items to be discussed and to consider any dispensations.

No declarations received.

2023-24/54 To approve the minutes of the meeting held on 10th May 2023. Council unanimously agreed that the minutes were an accurate record of the meeting held on 10th May 2023. Cllr Hewitt signed a hard copy.

2023-24/55 The Public Forum was brought forward to allow Dan Edwards to address Council.

As Chair of Tasburgh Football Club, Dan was able to provide Council with brief details of the history of the club. Having commenced in 2012, the club now has approx. 120 players and teams play regularly at several sites around the local area. The club are very happy at Pulham Market and Council confirmed they too are happy with the current contract and noted the benefits of the site being regularly used.

The current contract is one year into a two-year contract, all parties are favourable of the possibility of negotiating a further agreement, in due course.

Cllr Hewitt discussed with Dan, maintenance, and improvements of the pitch and storage at the site, contact details will be confirmed to ensure continued communication and collaborative working. DE left the meeting.

A member of the public was in attendance to observe. An update was requested on the Quiet Lanes project on Guildhall Lane. The Clerk confirmed NCC has advised this should commence September/October.

2023-24/56 To receive reports on matters of interest to the parish from District and County Councillors, was brought forward to allow District Cllr Hudson to address Council.

Cllr Hudson noted thanks to Cllr Ford for her commitment and hard work as chair over the past 12 years.

The District Cllr reported on the Annual District Meeting on 24/5/23 and confirmed he has held his position on the Local Drainage Board, who will next meet on the 14/6/23.

As an independent Cllr Hudson can currently attend all District Council Committees, he is not entitled to vote but can raise questions.

On planning matters, Cllr Hudson will respond to all matters raised with him by the Parish Councils he serves, he will consider responses submitted by the Parish Councils and responses submitted by other parties and parishioners.

Cllr Hudson has provided £500 from his members grant for 2023 to Pulham Market for the Music Day.

Cllr Alexander asked if the District Councillor could raise the reintroduction of the recycle centre annual amnesty event (ie for paint etc). Recycling comes within the County Council remit, but Cllr Hudson is happy to raise this.

Cllr Hudson left the meeting at 19:50.

County Cllr Wilby and District Cllr Thompson provided reports. Copies attached

2023-24/57 The Clerk (and Councillors where necessary) to provide an update on the matters arising of the May meeting and provide any other information on actions that have been undertaken since the last meeting.

The following actions have been completed;

- The tennis courts refurbishment has been completed, because of grants procured from MPFA and Semere Recreation Trust, it has been possible to replace the net and winder and complete the project under budget. No further maintenance should be required this year, going forward the court should not be jet washed. A suggestion has been put forward to introduce a 'turn up night' for interested members of the public to meet up and play. This will be advertised, along with notice of completion of the refurbishment and a reminder that the court is only for use to play tennis.
- The ROSPA report has been completed, Council will consider and this matter will be further discussed at the July meeting.

Outstanding actions;

- Clearing of the container at the burial ground remains ongoing, Cllr Alexander has now procured means to dispose and obtain a small scrap value.
- Crooks Power Wash has yet to confirm a date to jet wash the play equipment, the Clerk will chase.
- Work is progressing on the rebuild of the memorial hall grounds, wall.

- JR from the District Council is communicating with the Clerk, reference the closure of the Beckvale CC Scheme
- The Clerk is looking to procure quotes to provide legal insurance.
- The Clerk is collating information to confirm booking for NALC councillor training.

Action: The Clerk/Councillors

2023-24/58 To consider correspondence received from parishioners.

A request has been received for the path through fields from Mill Road to Colegate End Road, and from Mill Road to the Garden Centre to be reinstated. Cllr Hewitt has responded to the parishioner and advised that these paths have been reported to NCC Trails.

A suggestion has been made for the better use of the gap/alley way behind houses on Mill Road. This has already been requested of Saffron Housing but no further action has been taken. **Action: The Clerk will again chase.**

A request has been received to include Colgate End/Stoney Lane in SAM monitoring, because of speeding in the area. **This area is not within the 30mph limit and would not therefore be permissible for monitoring. Action: The Clerk will respond but will seek further guidance from GO NCC.**

A parishioner has raised concerns on lack of grass cutting by Saffron Housing near the London Plane Tree, which is obstructing clear view for drivers, Cllr Hewitt has spoken to Saffron Housing GM operative and confirmed they are currently maintaining 56 sites 4 week cycle, 1 person. The Parishioner has been updated. **Action: The Clerk has report this and will continue to address grounds maintenance issues with Saffron.**

2023-24/59 To consider issues raised on footpath 1.

Concerns have been raised on the cutting of footpath 1 to the Clerk, and via the District Cllr and Long Stratton TC. The landowner has now partially cut (cross field) but the field edge leading to the A140 remains uncut. This is the responsibility of NCC Highways.

Cllr Hewitt has reported, and noted there are previous outstanding reports. It is understood that NCC commenced cutting 9/5/23 and are cutting across the region West-East which will include this area. **Action: The Clerk will respond to the residents impacted by this matter. She will also sign post them to NCC with regards to a suggestion for a volunteer group to self-cut/maintain the area.**

2023-24/60 Planning working party to provide recommendations on each new planning application presented, full council to consider and ratify comments and verdicts to each application

2018/0111 2018/0112 – Outline Planning Permission – **Council submitted no comment - Remains pending consideration.**

2022/0949 - Farm diversification project for 16 acre field to maize maze, cut flowers and play area. Seasonal opening to school holidays.

Location: Land North Of Ashleigh Farm Wood Lane Pulham Market Norfolk – **Following site visit and consideration of amended plan submitted by the applicant – Submitted support provided no objection raised by highways - 23/07/22 - Remains pending consideration.**

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

2023/0003 – Erection of new dwelling and garage

Location: Land South Of 23 Mill Lane Pulham Market Norfolk

Submitted support 25/1/23

2023/0155 Installation of 9 solar panels on rear roofs and battery in loft. Location:

Goodings The Green Pulham Market IP21 4SU **Submitted support with conditions**

14/3/23. Approved with conditions 11/5/23

New Application

2023/1211 Change of use from swimming pool enclosure to residential dwelling including new garaging Location Grid Ref 621254 287725 Land East Of East Of Tennis Court Bush Green Pulham Market Norfolk **Council considered this application**

Action: The Clerk will submit support subject to the application meeting required criteria.

2023-24/61 To adopt amended Pulham Market Co-option Policy. **Council confirmed adoption of the amended policy, to correct wording on a requirement of eligibility.**

Action: copy will be made available on the parish web site.

2023-24/62 To consider and approve amendment to the Action Plan 2023/24. **Cllr Herschel-Shorland was appointed responsibility for twice yearly inspection of benches, bins, and village signs. She will join Cllr Hewitt on the Playing field working party, and Cllr Ford and Cllr Pietrzak on the Planning working party.**

2023-24/63 To update and further consider Ground Maintenance Matters. **Councillors considered reports from parishioners and photographs of parish ground within the village. Action: Council will consider the current contract and arrange a site visit with the contractor.**

2023-24/64 To consider request from YEP. **Council considered request received and their grant provision policy. Council will not make a grant provision at this time, Council considers there are facilities financial supported by the Parish Council, within Pulham Market, that could be utilised by YEP. Action: The Clerk will respond.**

2023-24/65 To consider a proposal for a bench (on Saffron Housing Land) near the bus stop. **Council considered benefits of the installation of a bench. Action: The Clerk will ask Saffron Housing if this is something that could be considered within their estate budget/community provision.**

2023-24/66 To receive the SAM report

The SAM report to 6th June 2023 was received by Council. Action: The report will be available on the parish website.

2023-24/67 To receive and ratify the Bank reconciliation for May 2023 and the Financial Statement for June 2023 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 Schwier approved the Bank reconciliation for May 2023 and Cllr Hewitt and Ford will authorise all payments.

The balance following presentation of the June Accounts transactions listed, will be £58,977.41

An additional payment will be raised: -
£41.00 to provide bedding plants for the hall flower boxes. This will be included in the July accounts

Approved June Accounts

Receipts

Date	Details	Amount
June		
18-May-23	Burial Fees G Epps	200.00
30-May-23	Burial Fees J&E Barber	35.00
30-May-23	Semere Recreation Ground Charity - Donation to Tennis Court Refurbishment	250.00
	June Total	485.00
	Sub Total -Cumulative Current Account Income	16,305.00
	Sub Total -Cumulative Instant Access Account Income	-
	Total Income 2022/23	16,305.00

Payments

Date	Payee	Description	Payment	Gross	Net	VAT
June	2023					
12-Apr-23	NCC	Contribution to PP Scheme - Quiet Lanes	300009	400.00	400.00	
12-Apr-23	J Jillings	Distribution of Coronation Grant	300010	200.00	200.00	
10-May-23	NALC	Cemetery Training	B/Trf	36.00	36.00	
10-May-23	BHIB	Parish Insurance	B/Trf	1,037.28	1,037.28	
10-May-23	PMMH	April Room Hire	B/Trf	17.50	17.50	
25-May-23	N Power	April Streetlights	DD	40.28	38.36	1.92
25-May-23	N Power	Adj non metered supply 20% vat	DD	- 29.11	- 24.26	- 4.85
07-Jun-23	Anglian Surface Care	Tennis Court refurbishment	B/Trf	4,188.00	3,490.00	698.00
07-Jun-23	Net Work Sports	Net and winder for Tennis Court	B/Trf	288.81	240.68	48.13
12-Jun-23	Tops Garden Services	1/2 GM contract 2023	B/Trf	3,492.00	2,910.00	582.00
12-Jun-23	L Shulver	WFH and Mileage	B/Trf	31.60	31.60	
12-Jun-23	L Shulver	Reimburse parish expenditure - paper	B/Trf	24.99	20.82	4.17
12-Jun-23	Playsafety Ltd	ROSPA Report	B/Trf	127.80	106.50	21.30
17-Jun-23	N Power	May Streetlights	DD	37.76	35.96	1.80
23-Jun-23	L Shulver	Clerks Salary	B/Trf	577.00	577.00	
23-Jun-23	HMRC	PAYE month 3	B/Trf	69.40	69.40	
30-Jun-23	Unity Bank	1/4ly fees	B/Trf	18.00	18.00	
	June Total			10,557.31	9,204.84	1,352.47
	Total Spend 2023/24			12,819.68	11,433.03	1,386.65

2023-24/68 To consider the date for the July Meeting. **Council resolved to hold the July Parish Council Meeting on Monday 10th July 2023. To be held in PMMH at 7pm**

2023-24/69 The Clerk to provide and receive items for the next agenda.
Resolved to include;

Rospa report

Council agreed to amend the agenda, itemising assets/services maintained by the Council to allow for greater transparency and ongoing consideration of business matters.

Items for the village diary and/or magazine:

*Pulham Players – Calendar Girls
Tennis Courts
Dog fouling on the playfield
Speeding*

The meeting closed 9.50

Signed.....

Date.....

Cllr Wilby Report

An ambitious climate strategy, to support Norfolk's move to net zero has been agreed by Norfolk County Council. Retrofitting insulation in buildings, boosting sustainable transport, supporting green jobs, and helping nature recover are among measures in the county council's climate strategy, to support Norfolk's move to become carbon neutral by 2030. The strategy follows the council's commitment, made in 2019, to achieve net zero on its own estate. It aims to reduce the county council's 2016/17 carbon emissions of 21,000 tonnes per year, which have already been halved, by 90% by 2030, with the remainder offset. Key proposals include, retrofitting council buildings to take out gas and oil heating and improve insulation – and encouraging businesses, residents, and other organisations to do the same, support active and sustainable transport, including further bus improvements and developing the green economy, with support for green skills, sustainable tourism, and businesses.

NCC has secured a £70 million funding boost for special needs education for children in Norfolk (SEND). Known as Local First inclusion, it will provide significantly more advice, support, and funding for main stream schools and introduce 15 new school and community support teams to give early help and support to both parents and schools. It also means the council will develop dozens more special education classrooms, known as specialist resource bases (SRBs) and alternative provision at mainstream schools as well as building two more special schools.

New Gritting Technology. Thousands of pounds have already been saved by making sure salt is spread at the right rate for each location using detailed forecast and live data from roadside sensors. Next winter this new tech will be rolled out across the rest of the county following the success already seen in the north and west areas of the county. NCC has been proactive in adopting new technology, such as low-cost temperature sensors using the LoRaWAN wireless sensor network, and auto-salting. Auto-salting sees gritter drivers get live in-cab updates to spread rates and routes, and remote changes can be made allowing drivers to concentrate on the road ahead, without needing to make adjustments manually. This means salt spread rates are more efficient and are set to bring savings of up to £180,000 over the next three years.

Every year, more than 55,000 children in England are placed into the care of a foster family. This number accounts for 70% of children in the care system - a statistic that is not dissimilar in Norfolk. As a result, thousands more foster families are needed. NCC fostering service are calling on anyone and everyone who has ever contemplated becoming a foster carer to come forward. If you think you have the patience, understanding and skills to become a foster carer, contact the team on 01603 306649 or visit www.norfolk.gov.uk and search for fostering.

Nominations are now open for the first FLOURISH Awards, hosted by the Children and Young People Strategic Alliance (CYPSA). These awards will celebrate the most outstanding contributions made towards enabling children and young people to live their best lives in the county. Any project, team or organisation can be nominated by members of the public, or a professional with the winners being decided by a panel of CYP made up of members of Norfolk Youth Advisory Boards and other CYP groups. Visit www.norfolk.gov.uk/flourishawards2023 to make a nomination. Nominations are open until 31st July 2023.

Best Wishes

Martin

Cllr Delme Thompson
Report for Pulham Market Parish Council
June 2023.

Congratulations on two fabulous projects.

- Firstly, it was a pleasure to be able to attend the Friday night performance of Calendar Girls in aid of Leukaemia UK, recently. Many thanks and congratulations to all who made it possible!
- Likewise, I was very pleased to be able to call in to the Youth Project last Monday and see the team in action. What a fabulous initiative – friendly atmosphere with a great mix of youngsters taking part! As mentioned to the team previously, It'll be a pleasure to support the project with some funds from the member ward grant programme. We are finalising the details required and I hope to have good news by the time of the next council meeting.

Council AGM 24 May and new Committee Structures.

- Following approval at the Council AGM on 24 May, the structure and member contact details for each committee are now available on the website <https://southnorfolkandbroadland.moderngov.co.uk/ieDocHome.aspx?bcr=1&Categories=13171>
- I will be serving as Vice Chair of Development Management (planning), Vice Chair of Finance, as a member of the Scrutiny committee and a member of Licensing.
- All meetings that are open to the public are live streamed via YouTube, and available for viewing afterwards, here: [South Norfolk and Broadland - YouTube](#)

Update on service access following office move:

Following some concerns raised ahead of the move to Broadland business park, (completed on 26 May) , I requested an update on visitor engagement at the new facility in Diss Vs previous engagement at Long Stratton. I received the following information:

- Post Covid, the vast majority of engagement with residents has been either online or by telephone.
- South Norfolk Council received an average of 5 visitors a day in Long Stratton – predominantly taxi license renewals, as these need to be made in person.
- In the 32 working days of April and May 2023, the Diss office received 181 visitors, averaging 6 a day.
- I also received assurances from a member of Cabinet that should a member of the public wish to book an appointment to meet with a council officer in Diss rather than travelling to Broadland, such appointments can be requested by calling **01508 533701** in the first instance.

If members of the Parish Council receive any feedback regarding responses to such requests and/or wider service levels, I would be very interested to hear.

Town & Parish Council Forum and Grants Update

A Town & Parish Council Forum call was held on Wednesday 7th June. The agenda included updates on:

- Nutrient Neutrality and introduction to Tom Sayer, Norfolk Environmental Credits, General Manager

- Pride in Place Community Grants
- Community Ownership Fund

I have asked whether the call was recorded for those unable to attend, and if so, I will circulate the recording ASAP. In the meantime, I am forwarding the info sheets on the Pride in Place Community Grant and Community Ownership Fund for the Parish Council's review.

I would like to draw your attention to two aspects in particular:

1) Pride in Place - Capital funding:

There is a limited amount (a total of £35,520) in round 2, but a further funding round will open in November 2023, for 2024-2025 funding.

Grants are available to cover 50% of the total cost of a project, up to £25,000. Funding is available towards the cost of new or improved community facilities – such as:

- o *Funding towards the Improvement work to an existing village hall.*
- o *Funding towards a new community sports pitch.*
- o *Funding towards a green infrastructure project.*

For grants awarded in the next round that opens in November, projects will be expected to commence on 1st April 2024.

2) The Community Ownership Fund

Community asset or space is determined as buildings **or land** which are used for the well-being or social interest of the local community.

You can apply for up to £250,000 to purchase or lease an asset. You are required to contribute 20% 'match' funding towards the total capital required.

I have received several enquiries from across the ward about possible support for larger scales community projects and would encourage Pulham Mary Council to consider if there are initiatives locally that they may wish to explore one of these routes for.

County Councillor by-election 13 July.

Following the sad passing of Barry Duffin at Easter, a by election will be held for the West Depwade Ward on 13 July. The Conservative candidate will be **Tony Holden**. Tony was born and raised in the area, lives in Wymondham and previously served as a district councillor. Further details can be found here: [By-Election Candidate Selected – SNCA](#)

As ever, should Councillors or residents have any questions or matters you wish to raise, please do not hesitate to contact me by email at Delme.Thompson@southnorfolkandbroadland.gov.uk, or by telephone on 07866 368 655.

Kind Regards

Cllr Delme Thompson
South Norfolk Council
Member for Beck Vale, Dickleburgh and Scole