

SHROPHAM PARISH COUNCIL

Chairman: David Napier

Vice Chairman: Andy Thornton

MINUTES OF THE VIRTUAL MEETING OF SHROPHAM PARISH COUNCIL BY ZOOM CONFERENCE CALL 22 JULY 2020 at 7.00 pm SHROPHAM VILLAGE HALL

Those in attendance: David Napier, Andy Thornton, Lesley Brown, Amy Negus, Cliff Allen

Also in attendance: District Councillor Philip Cowen

Also present: None

1. **Apologies for absence**
Ed Howe.

2. **To approve the Minutes of Meetings held on Wednesday 22 January 2020 and Minutes of the Extraordinary Meeting held by email resolution on the 26 March 2020.**
It was **RESOLVED** that the Minutes of the Meetings held on Wednesday 22 July 2020 and 26 March 2020 could be signed, by the Chairman, as a true and correct record. Proposed by D Napier and seconded by A Thornton, all voted in favour.

3. **To record any Declarations of Interest and to consider any requests for Dispensations from Council Members**
A Thornton – 5i

4. **Guest speakers: None.**

5. **Planning – Applications**

- a. **3PL/2020/0243/VAR** - Land off Hargham Road (opposite Oaktree Cottages) - Variation of Condition Number 2 on 3PL/2018/1071/F : Plot 3 - material finish, internal layout & footprint and erection of single garage & carport. It was noted that this application has now been approved.
- b. **3PL/2020/0365/O** - Rustic Lodge, Low Road NR17 1EH - Proposed New bungalow and a replacement dwelling in place of mobile home. It was noted that this matter remains undecided. Phil Cowen advised that there was a backlog in the Planning Department and that matters were being dealt with. He did, however, advise that to his knowledge this application had been recommended for refusal as it was contrary to Policy because of its location ie outside of the recommended area for development within the Parish.

19.09 Lesley Brown joined the meeting.

CHAIRMAN.....

DATED:

CLERK: Joanne Blackman, Daisy Barn, 42 Long Lane, Feltwell, Norfolk, IP26 4BJ
Tel: 01842 829821 Email: shrophamparishclerk@gmail.com
<http://shrophamparishcouncil.norfolkparishes.gov.uk/>

- c. **3PL/2020/0445/D** - Rose Cottage, Low Road NR17 1EH - Reserved matters erection of three dwellings following outline permission 3PL/2018/1466/O. It was noted that this matter remains undecided and that it would be considered by the Planning Committee at its next meeting on 3 August. D Napier advised that he would ask to speak at the meeting. Phil Cowen advised that the meetings are currently being held virtually and a time slot is allocated for people to speak and it runs to a very tight schedule.
- d. **3PL/2020/0480/F** - Spinney Farm, Watton Road NR17 1EA - Erection of an extension to existing livestock unit. It was noted that this matter has been approved.
- e. **3PL/2020/0479/F** - Spinney Farm, Watton Road NR17 1EA - Demolish existing livestock unit and erection of a replacement livestock unit, associated feed bin and infrastructure. It was noted that this matter has been approved.
- f. **3PL/2020/0508/HOU** - Foxlands, Watton Road NR17 1DY - Double bay cart-shed. It was noted that this matter has been approved.
- g. **3PL/2020/0530/HOU** - 15 Watton Road NR17 1DY - Replacement of existing shed and garage with new garage. It was noted that this matter has been approved.

A further application had been received just prior to the meeting.

- h. **3OB/2020/0023/OB** - Elm Hill Great Hockham Road Shropham - Variation of obligation of S106 agreement to remove clauses 3, which prevent further development on this land pp 3PL/2002/0112/F. The application was discussed on the very limited information available. Phil Cowen advised that he had no knowledge of this application but that he would suspect it is the first step to seek planning permission on the site in question. It is not unusual for applicants, after a period of time, to seek removal of such conditions. The Clerk will seek to obtain further information for Councillors to consider.

6. Finance – to approve and report the following expenditure:-

- a. To approve the payment to Roger Canwell, for Internal Audit, in the sum of £30.00.

To ratify the payments made under the approved Delegated Authority dated 26 March 2020 and email resolution of the Chairman and a minimum of two Councillors.

- b. To ratify the salary payment including holiday pay allowance to the Clerk, Mrs Joanne Blackman, for the months January 2020 (from 9 January 2020) to March 2020 (to 10 March 2020) in the sum of £187.50.
- c. To ratify payment to Norfolk ALC for subscription charges in the sum of £154.32.
- d. To ratify the salary payment including holiday pay allowance to the Clerk, Mrs Joanne Blackman, for the months of March 2020 (from 11 March 2020) to 31 May 2020 in the sum of £352.72.

The above payments were proposed by D Napier, seconded by A Thornton, all voted in favour.

There was one additional item of payment:-

- e. To approve the salary payment to the Clerk, Mrs Joanne Blackman, including holiday allowance, for the period 1 June to 22 July 2020, in the sum of £340.22. Proposed by D Napier and second by A Thornton, all voted in favour.

CHAIRMAN.....

DATED:

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7. To discuss, propose and vote on the following subjects:-

- a. To adopt Receipts and Payments Schedule, Balance Sheet and Bank Reconciliation for Shropham Parish Council for the financial year 2019/20. Proposed by D Napier, seconded by L Brown, all voted in favour.
- b. To approve, sign and complete the Annual Governance and Accountability Return 2019/20. Proposed by D Napier, seconded by A Thornton, all voted in favour.
- c. To approve, sign and complete the AGAR Exemption Certificate 2019/20. Proposed by D Napier, seconded by A Thornton, all voted in favour.

8. Matters to Report

- a. **Financial Balances**
The Clerk advised that the current account balance is £13,862.98.
- b. **Telephone Kiosk/Defibrillator – deferred until further notice**
- c. **The Old Post Office** – a discussion took place regarding the condition of the outside of the Old Post Office. Concerns were raised and D Napier agreed to contact Chris Curtis, Senior Enforcement Officer in this regard.

9. Any items to be noted for the next Agenda. None.

10. Correspondence – none.

The Chairman closed the meeting to allow public participation.

11. Public participation – none.

The Chairman reopened the Council Meeting.

12. To agree date for next meeting: Wednesday 30 September 2020.

Meeting closed at 7.38pm

Jo Blackman
Parish Clerk
12 August 2020

CHAIRMAN.....

DATED:

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