

## MARSHLAND ST JAMES PARISH COUNCIL

### Minutes of the Ordinary Parish Council Meeting held on 11<sup>th</sup> April 2016

**Present**

Councillors: Askew (Chair), Chapman, Coleman, Hook, Norman, Peckitt.

2 members of the public

Clerk – S Thorpe

1. **Apologies for Absence**

Cllrs Boyce, Gathercole, Long and County Councillor Humphrey

2. **Confirm Minutes of Meetings Held on 14<sup>th</sup> & 30<sup>th</sup> March 2016**

Having been circulated before the meeting the minutes were accepted as a true and accurate record by all present at the meetings.

3. **Declarations of Interest**

None

4. **Public Speaking**

*Resolved that meeting be adjourned for public speaking,*

*Prop: Cllr Chapman 2<sup>nd</sup>: Cllr Norman*

*Agreed.*

*Meeting re-started.*

5. **Matters Arising**

All matters arising to be addressed under other items on the agenda.

6. **Correspondence**

A phone call and email had been received from a member of the public interested in purchasing the pavilion building if the PC wanted to sell it in future. Clerk to retain contact details.

Information had been provided from the BC regarding a breakdown of the Special Expenses that had been added to the Council Tax bills. The BC had discovered that they had incorrectly charged £631.71 to the parish which should have been charged to the cemeteries budget therefore the total charge to the parish should only have been £15.49. The BC was currently looking into how to deal with this error.

Circulated prior to meeting: BC – Special Expenses (Council Tax bills), Site Allocations and Development Management Policies Modifications consultation; Police – weekly crime summaries, newsletters, rural crime newsletters, business news, agenda for the SNAP meeting on 6<sup>th</sup> April, info on recruitment of police constables; NALC – newsletters, broadband service update, proposals for national planning changes and their reply to this consultation; CAN – newsletter and funding news; North Norfolk District Cncl. – Housing and Economic Land Availability Assessments consultation; Anglian Water – Launch of Pollution Watch campaign.

7. **Community Building Project update from MDCSC**

Cllr Chapman advised that MDCSC were very pleased to have reached the £15000 target for fundraising and that leaflets would be going out shortly to say thank you to the public. The stage 3 application to the Big Lottery had now been resubmitted but it could be July before a decision was known. Cllr Norman expressed thanks to all involved in raising the funds.

8. **Playing Field Management Partnership (PFMP)**

The Clerk advised that the PFMP meeting had been cancelled due to the lack of attendance of sufficient members to hold the meeting; however Cllr Gathercole had asked her to raise a request from MDCSC for permission to remove one of the barriers from the car park to the playing field to allow access with prams and pushchairs for the St George's Day Spring Fayre on 23<sup>rd</sup> April and for the barrier to be reinstated after the event with a wider gap to allow permanent access for prams and pushchairs. The PC discussed the matter and agreed to this request.

9. **Highways issues**

No further update from Highways on completion of the outstanding issues. Cllr Chapman reported that some work had been done on Rands Lane and this had improved the situation.

New issues to report:

Chairman..... Date.....

School Road – pot holes near to the junction with Moyses Bank.

St Pauls Road (South) – pot holes.

Smeeth Road – further drop in the dip on the road opposite No 146.

Walton Road – brambles overhanging the footpath from No 15.

*Action: Clerk to report issues to Highways and send letter to owner of 15 Walton Road.*

#### 10. **PC Laptop**

The Clerk provided a report and a recommendation on suitable laptops following research that she had carried out. A discussion took place on this matter.

*To purchase the Dell Inspiron 15 3000 laptop for £299.00 (inc VAT) and the Microsoft Office package for £119.99 (inc VAT).*

*Prop: Cllr Norman 2<sup>nd</sup>: Cllr Askew*

*Agreed.*

#### 11. **Queens 90<sup>th</sup> Birthday Commemorative Medals**

Info had been received from a company offering medals for schools and councils. A discussion took place on purchasing these medals.

*To purchase a medal for all of the children attending the primary school and nursery. Prop: Cllr Chapman 2<sup>nd</sup> Cllr Peckitt*

*Agreed.*

*Action: Clerk to contact school and inform them of the PCs proposal and place an order for the medals as long as the school had not already made provision for this event.*

#### 12. **Finance**

a. *Accept accounts to 31<sup>st</sup> March 2016.*

*Prop: Cllr Norman 2<sup>nd</sup>: Cllr Coleman*

*Agreed.*

b.

The list of payments due as follows was read out:

Miss S J Thorpe – Clerk's expenses/admin/training Jan-March £27.25

Community Action Norfolk – Membership subscription £50.00

Norfolk County Council – Allotment rent for 6 months £330.00

Norfolk ALC – Membership subscription £220.36

King's Lynn IDB – Drainage rates for 2016/17 £73.03

Norfolk Playing Fields Association – Membership subscription £25.00

*Agree to sign cheques and approve payments.*

*Prop: Cllr Askew 2<sup>nd</sup>: Cllr Hook*

*Agreed.*

#### 13. **Planning Matters**

a. Applications received since last meeting:

i.

**16/00499/O Outline application for construction of dwelling at Endycott, School Road.** The application was discussed and it was agreed to OBJECT to the application on a technical objection as the property address was misrepresented as being on School Road when it was on a metalled road and the drawings supplied were not accurate for the area and concerns about drainage and access.

ii

**16/00514/F Proposed 4 No 3 bed dwellings and associated works at land SE of The Trundle, 23 School Road.** The application was discussed and it was agreed to OBJECT to the application on a technical objection as the Design and Access statement said a bungalow would be demolished when there was no bungalow at the site.

*Cllr Coleman asked for Cllrs votes to be recorded on this item. The votes were as follow:*

*Prop: Cllr Chapman 2<sup>nd</sup>: Cllr Hook*

*In favour: Cllr Chapman, Coleman, Hook, Peckitt. Against: Cllr Norman.*

*Abstaining: Cllr Askew*

It was agreed to also add the comments that the Parish Council wanted to advise the BC that work appeared to have started at the site based on the previous planning application and one of the conditions of that permission was that the 40 mph sign needed to be moved before work commenced and this has not happened.

iii

**16/00523/F Proposed extensions and internal alterations at Tiptoe, 85 Smeeth**

**Road.** The application was discussed and it was agreed to OBJECT to this application on a technical objection that the PC was unable to see what had changed since the last application.

iv

**16/00357/F Proposed conversion of outbuilding to offices for use in conjunction with the B&B at Willowdene Farm, Middle Drove.** The BC had advised the PC that

an amended plan had been provided on this application following the PC's objections but it appeared from the BC website that this amended plan had actually been submitted before the original PC consultation was issued by the BC. The PC discussed the amended plan and agreed to OBJECT to the application on a technical objection as the description of the proposal still stated "bedrooms".

b. Planning decisions from the BC. The following applications had been permitted:

i. **15/02110/F New dwelling on former orchard land opposite Bramble Cottage, Dades Lane.**

ii. **16/00240/F Proposed extension to dwelling at Westone, 346 Smeeth Road.**

iii. **15/01822/O Construction of 6 dwellings at land north of 46 Smeeth Road.**

iv. **16/00112/F Proposed extensions and alterations at Morning Meadows, Black Drove.** The PC was advised that the BC had referred their comments regarding the current occupancy of the dwelling, in relation to the agricultural restriction, to the Planning Enforcement team for investigation.

**14. Public Speaking**

*Resolved that meeting be adjourned for public speaking.*

*Prop: Cllr Chapman*

*2<sup>nd</sup>: Cllr Norman*

*Agreed.*

*Meeting re-started.*

**15. Councillors Concerns and Agenda Items for the Next Meeting**

Items to remain on agenda as already agreed.

**16. Date of Next Parish Council Meeting**

Monday 25<sup>th</sup> April at 7pm for an Extra-ordinary meeting followed by the Annual Parish Assembly at 7.30pm and then 9<sup>th</sup> May 2016 at 7.15pm, for a Playing Field Management Partnership meeting followed by Annual Parish Council meeting at 7.30pm; all meetings at St James Methodist Church.

Cllrs Askew & Boyce to check accounts before the May and June meeting.

Meeting closed at 8.30pm.