

## MARSHLAND ST JAMES PARISH COUNCIL

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

**Present**

Councillors: Askew (Chair), Boyce, Chapman, Coleman, Gathercole, Norman, Peckitt

7 members of the public

Clerk – S Thorpe

**1. Apologies for Absence**

Cllrs Hook and Long. Cllr Boyce to arrive late and Cllr Norman to leave early.

**2. Confirm Minutes of Meetings Held on 13<sup>th</sup> June 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 Norman 2<sup>nd</sup>: Cllr Gathercole*

*Agreed.*

*Meeting re-started.*

**5. Matters Arising**

An email had been received from Karl Rands – Highways Area Manager West regarding the completion of the trod. It had advised that he was sorry about the delay and that work to complete the trod would commence on Monday 4 July. This work had now been completed.

Two replies had been received from letters sent to residents regarding obstructions in the verge; one reply advised that they had removed the obstruction and the other advised that new owners had now moved into the property but the letter had been passed to the new owners.

A reply had been received from the resident who was sent a letter regarding taking his dog on the field. The reply raised the lack of dog waste bins in the village. The PC had discussed this matter in the past and made a decision to not install dog waste bins.

**6. Correspondence**

An email from Mark North – Highways Bridge Network Engineer regarding Rungays Bridge. NCC continue to monitor the condition of the bridge and to carry out strengthening work in 2017/18. The current view is that works should be possible from the underside of the bridge which would cause minimum impact on users.

A copy of a letter sent to Cllr Long from a resident in Terrington St John regarding the condition of the Marshland St James Cemetery. Cllr Long had advised that he had passed this to the portfolio holder for Cemeteries for them to action.

An email from a parishioner regarding overhanging trees and hedging from 230 Smeeth Road. Cllr Gathercole to take a look and advise Clerk.

Circulated prior to meeting: BC – devolution briefing, Forties Lynn event, changes to information & advice services in KL & WN, new property address at 339 Smeeth Road; Police – weekly crime summaries, rural crime newsletters, minutes from the SNAP meeting on 8<sup>th</sup> June, Norfolk Safer Communities Awards 2016, report from Volunteers Week, CCTV appeal following burglaries, Special Constables information evening, public consultation from the Police & Crime Commissioner, information on discovery of a cannabis factory in Outwell, details of a burglary in Downham Market; NALC – Newsletters; CAN – newsletter and funding news; NCF – Grant news; Anglian Water – campaign to locate private pumping stations; NPFA – invite to AGM.

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

Cllr Chapman was pleased to announce that they had secured funding from The Big Lottery but were still awaiting the confirmation letter to advise on the exact amount. It was expected that the new community building would be built early next year. Cllr Norman asked for a vote of thanks for all who had worked so hard on this project.

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

Cllr Norman advised that the PFMP would like to install signs at the site to inform

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

residents that BBQs were not allowed.

*That these signs should be installed.*

*Prop: Cllr Gathercole                      2<sup>nd</sup>: Cllr Askew                      Agreed.*

Trees at the bottom need to be cut and Drainage Board should be asked to do this.

*Cllr Gathercole to approach Drainage Board to carry out this work.*

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

Members of the public had been seen cutting down some trees at the Playing Field to build a tree house. Cllr Gathercole had told them to stop and that the police would be informed if this happened again.

*Cllr Boyce arrived at this point giving her apologies for being late.*

**9. Internet Security for PC Laptop**

The Clerk advised that the internet security details provided by Cllr Peckitt could not be used as it would need to be linked to his account. The Clerk suggested using the free internet security that had been recommended to her by an IT expert.

*That the Clerk should contact the BC to see if they offered anything for free to PCs and if not the recommended free internet security should be used.*

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

**10. Highways issues**

Cllr Norman requested that Highways should be asked to reconsider action regarding the hedge at 164 Smeeth Road in light of the new community building. Cllr Gathercole to raise the issue with Martin Edmunds and the Clerk to also contact Highways on this. *Cllr Norman left the meeting at this point.*

A discussion took place on the condition of the trod and it was agreed that it was essential that it should be maintained appropriately.

*That CGM should be asked to set up a programme to spray the trod in March, May, July & September and cut the grass in April, June, August & October and that all work should be carried out at the start of the month.*

*Prop: Cllr Chapman                      2<sup>nd</sup>: Cllr Gathercole                      Agreed.*

Cllr Gathercole advised that he had travelled around the village with Martin Edmunds from Highways and viewed all of the properties with obstructions in the verge. He had also made a record of all damaged or missing finger posts and street signs and would be passing this to the Clerk and Martin Edmunds. Highways had advised that pot holes on Middle Drove beyond Neeps Bridge would be marked and repaired and that the verges were due to be cut shortly.

New issues to report or old issues to follow up:

St Paul's Road South/Light Lane junction – pot holes. *Action: Clerk to advise WWPC.*

Walsoken Road – fly tipping. *Action: Clerk to report to BC Cleanup team.*

Rands Lane – poor condition of surface. *Action: Clerk to chase up Highways.*

It was reported that in some places owners have trimmed hedges to keep them clear of the road for car users but that they need to be trimmed higher up to allow for HGVs, tractors and other high sided vehicles.

**11. Finance**

a. *Accept accounts to 30<sup>th</sup> June 2016.*

*Prop: Cllr Askew                      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/arrears April-June                      £101.15

CGM Ltd – grass cutting for May 2016                      £65.40

Westcotec Ltd – street lighting maintenance for 6 months                      £135.00

Tower Mint Ltd – Commemorative medals                      £44.88

*Agree to sign cheques and approve payments.*

*Prop: Cllr Coleman                      2<sup>nd</sup>: Cllr Boyce                      Agreed.*

c. *To authorise the direct debit mandate to pay the allotment rent to NCC.*

*Prop: Cllr Coleman                      2<sup>nd</sup>: Cllr Peckitt                      Agreed.*

**12. Planning Matters**

a. Applications received since last meeting:

i. **16/01086/F Construction of two buildings for the purposes of cider making for commercial purposes at 412 Smeeth Road.** The PC discussed the application and

- made a decision to SUPPORT the application. No further comments were made.
- ii. **16/01156/RM Reserved Matters Application: Proposed residential development at land North East of 197 Smeeth Road.** The PC discussed the application and made a decision to SUPPORT the application. No further comments were made.
- iii. **16/01211/BT Removal of payphone outside 294 Smeeth Road.** The PC discussed the application and made a decision to SUPPORT the application. No further comments were made.
- b. Planning decisions from the BC.
- i. **16/00849/RM Reserved Matters Application: construction of one dwelling at land opposite 342 Smeeth Road.** Application permitted.
- ii. **16/00773/F Construction of one three bed house at plot south of Marshland Farm, Middle Drove.** Application permitted.
- c. Planning Enforcement.  
421 Smeeth Road – the BC Planning Enforcement team had advised that there was insufficient evidence for them to begin an investigation into an alleged business being operated from the property.
- 13. **Public Speaking**  
*Resolved that meeting be adjourned for public speaking.*  
*Prop: Cllr Gathercole                      2<sup>nd</sup>: Cllr Chapman                      Agreed.*  
*Meeting re-started.*
- 14. **Councillors Concerns and Agenda Items for the Next Meeting**  
Items to remain on agenda as already agreed plus “village sign” and “trod.”  
Cllr Askew advised that the presentation of the Commemorative medals to the Primary School would be taking place on Wednesday 13<sup>th</sup> July. Cllr Askew, Gathercole and possibly Cllr Peckitt to attend.
- 15. **Date of Next Parish Council Meeting**  
Monday 12<sup>th</sup> September 2016 at 7.15pm, for a Playing Field Management Partnership meeting followed by an Ordinary Parish Council meeting at 7.30pm; all meetings at St James Methodist Church.  
Cllrs Chapman & Gathercole to check accounts before the September & October meetings.  
  
Meeting closed at 8.30pm.