

MARSHLAND ST JAMES PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting held on 13th March 2017

Present

Councillors: Askew (Chair), Boyce, Coleman, Gathercole, Hook, Long, Norman.

4 members of the public

Clerk – S Thorpe

1. Apologies for Absence

Apologies received from Cllrs Chapman and Peckitt.

2. Confirm Minutes of Meetings Held on 13th February 2017

The minutes had been circulated before the meeting; Cllr Coleman queried the recording of item 12c and a discussion took place on the accuracy of this item.

That the draft minutes should be accepted as a true and accurate record of the meeting.

Prop: Cllr Long

2nd: Cllr Hook

Agreed.

3. Declarations of Interest

None

4. Public Speaking

Resolved that meeting be adjourned for public speaking,

Prop: Cllr Norman

2nd: Cllr Boyce

Agreed.

Meeting re-started.

5. Matters Arising

An email had been received from PCSO Johnson regarding the parking of a vehicle on the side of the road just after the S bend at St Johns Fen End. It advised that the rubble had been cleared from the driveway and the vehicle was now parking off the road.

An email had been received from Mintlynn Crematorium to advise that the contractors had completed the works on the tap surround at the cemetery. Cllr Norman advised that he felt the work was very poor quality; Clerk to take photos and contact Mintlynn.

6. Correspondence

Circulated prior to meeting: Designation of Neighbourhood Plan area for Terrington St John; Police – weekly crime summaries, rural crime newsletters, parish newsletter; NALC – newsletters; NCF – grant news; NCC – notice of planned road closure on Hungate Road (Emneth) from 15th – 16th March and Smeeth Road from 21st – 23rd March, invitation to annual tenants meeting from Norfolk County Farms.

Information from E-on regarding a price increase for the street lighting electricity.

Information from UK Power Network regarding registration for vulnerable people to receive extra support during power cuts. Leaflets given out and item to be mentioned at Annual Parish Meeting.

7. Community Building Project update from MDCSC

Quotations had been trimmed to reduce costs and sent to the Big Lottery Fund for a decision. Security cameras would be installed for the new community centre.

8. Hedge surrounding the bowls green

The PFMP had discussed the area of hedge which needed to be removed and felt that quotations should be obtained. Harris fencing would also need to be installed.

That the PC should cover the cost of removal of the hedge and fencing; three quotations should be obtained if possible.

Prop: Cllr Gathercole

2nd: Cllr Norman

Agreed

9. Playing Field Management Partnership (PFMP)

There was a brief discussion on whether any improvements could be made to the bottom pitch following a request made during the PFMP meeting. It was felt that the excess soil generated from the construction of the new community centre would be insufficient to improve the pitch and that it would affect the drainage and usage. It was suggested that ways of improving the drainage could be considered. Cllr Askew expressed the thanks of all of the PC for the continued work carried out by the PFMP.

10. Internal Auditor for 2016/17

Mrs Christine Hurley from Fincham was willing to continue in the role for 2016/17.

To appoint Mrs Hurley as the Internal Auditor for 2016/17

Prop: Cllr Long

2nd: Cllr Askew

Agreed

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

11. Listing of the War Memorial

Historic England had issued a consultation on Listing of the Memorial. The matter was discussed and the Clerk advised that listing would not mean that planning permission would be needed to clean or repaint the lettering in the same style in future.

To support the application to List the Marshland Smeeth War Memorial.

Prop: Cllr Coleman

2nd: Cllr Long

Agreed.

12. Review of Parish Council Insurance Policy

The PC laptop had been added to the policy and it had recently come to light that the War Memorial was not included on the PC asset register. Based on previous enquires that had been made the Clerk felt that a figure of £10,000 was appropriate to cover the memorial. Zurich had advised that this could be included for free for the coming year but that the premium would increase by approximately £37 in future.

To approve the addition of the PC laptop and war memorial to the policy.

Prop: Cllr Hook

2nd: Cllr Gathercole

Agreed.

13. Police Engagement Meeting

Cllr Coleman provided feedback from the meeting. There had been a disappointing turnout of only 5 PCs. The local Safer Neighbourhood Team covered the largest parish area in Norfolk. It was felt that the SNAP meetings were no longer fit for purpose and it was suggested that in future these could be added to the start or end of PC meetings. The mobile police unit would be travelling around the area collecting feedback from the public. There had been several issues of anti-social parking reported in the area in recent months. More engagements meetings were planned.

14. Highways issues

Highways had provided an update on the following outstanding issues:

Chapel Road (pot holes after S bend, opposite Chapel) – action now completed.

Hope Lane (dip on road at corner, half way along road) – programmed for action.

Rungays Bridge (missing marker posts) – programmed for action.

269 Smeeth Road (grass and pots encroaching on footpath) – request that PC send letter to residents. It was agreed that the Clerk should issue this letter.

261 Smeeth Road (footpath crumbling up) – programmed for action from April.

Outstanding issues to be chased up by the Clerk:

Smeeth Road – overhanging tree at Emneth Hungate

Dades Lane – overhanging trees from several properties

New issues to be reported by the Clerk:

Hope Lane and Walton Road – pot holes

Cllr Gathercole advised that repairs to Middle Drove and Trinity Road had been done.

Smeeth Road trod – It was noted that the grass had been cut on the verge however in several places the verge had been damaged by vehicles and soil was now encroaching on the trod. Clerk to ask Highways if Rangers could action.

15. Finance

a. *Accept accounts to 28th February 2017.*

Prop: Cllr Coleman

2nd: Cllr Boyce

Agreed

b. The list of payments due as follows was read out:

Zurich Municipal – annual insurance premium £1101.37

CGM Ltd – playing field maintenance £69.60

Mr J Norman – refund of cost of pavilion supplies £15.75

Agree to sign cheques and approve payments.

Prop: Cllr Askew

2nd: Cllr Hook

Agreed

c. Clerk's National Pay Award for 2017.

The Clerk's contract employed her on a national pay scale and an increase had been agreed of £3.21 per month for her pay grade.

To approve the pay increase and sign the amendment to the standing order.

Prop: Cllr Gathercole

2nd: Cllr Askew

Agreed.

16. Planning Matters

a. Applications received since last meeting:

i **17/00300/RM Reserved matters: Proposed residential development of plots 1-6 at 195 Smeeth Rd.** The PC discussed the matter and agreed to SUPPORT the application.

ii **17/00096/F Proposed 3-bed dwelling and associated parking area (retrospective)**

at land SE of The Trundle (33 School Rd). The application had been discussed at the previous meeting but the PC had been unable to make a decision as they could not identify the changes from the previous application. The BC had subsequently advised that the change was only to the boundary of the plot which had been extended to include the ditch, with the approval of the drainage board. The PC had therefore agreed to SUPPORT the application.

iii **17/02128/F Proposed two number 2-bed semi-detached dwellings at land adjacent to Merriweather 200 Smeeth Road.** The BC had advised that amendments had been made to the application, at their request, to remove the integral garages and replace with parking spaces and reduce the depth of the dwellings. The PC had been given 7 days to submit additional comments. It was agreed to SUPPORT the amended plans.

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

i **17/00096/F Proposed 3-bed dwelling and associated parking area (retrospective) at land SE of The Trundle (33 School Rd).**

ii **16/02217/F Proposed extension to dwelling at Pendon 111 Smeeth Road.**

17. Public Speaking

Resolved that meeting be adjourned for public speaking.

Prop: Cllr Long

2nd: Cllr Hook

Agreed.

Meeting re-started.

18. Councillors Concerns and Agenda Items for the Next Meeting

Items to remain on agenda as already agreed and additional meeting to be arranged for prior to the Annual Parish Meeting on 27th March to deal with further planning application.

19. Date of Next Parish Council Meeting

Monday 10th April 2017 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 Boyce and Coleman to check accounts before the April meeting.

Meeting closed at 8.28pm.