

MARSHLAND ST JAMES PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting held on 11th September 2017

Present

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

Cllr Humphrey (County Councillor).

One member of the public

Clerk – S Thorpe

1. Apologies for Absence

Cllr Peckitt.

2. Confirm Minutes of Meetings Held on 10th & 18th July, 14th August & 4th September 2017

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

Cllr Long declared a non-pecuniary interest in item 15 and Cllr Boyce declared a pecuniary interest in item 18a(ii).

4. Public Speaking

*Resolved that meeting be adjourned for public speaking,
Prop: Cllr Long 2nd: Cllr Norman*

Agreed.

Meeting re-started.

5. Matters Arising

A telephone call had been received from the resident of Jubilee Farm to advise that hedging could not be cut back any further due to electric cables.

Anglian Water had advised that the damaged sewerage covers had now been repaired. Information had been received from Norfolk County Council (NCC) regarding the Traffic Regulations Order to extend the 40mph speed limit on School Road.

NCC Highways had advised that they had now ratified their procedure for dealing with fly grazing in Norfolk; signs had been ordered and would be installed shortly.

6. Correspondence

Circulated prior to meeting: BC – new property addresses at 42 & 285 Smeeth Rd; NCC – update on single issue silica sand review, consultation on Norfolk Strategic Framework, notice relating to extension of 40mph speed limit on School Rd; Police – rural crime newsletters, parish newsletters, Police & Crime Commissioners surgery on 9th August, minutes from the last SNAP meeting; NALC – newsletters, autumn seminar; CAN – funding news; NCF – Grant news; NPTS – training updates; CPRE (Norfolk) – vision for Norfolk; Civic voice – war memorial news; info on Macmillan coffee & cake afternoon in Ashill on 29th September from noon to 6pm.

To be circulated after the meeting: Clerk & Councils Direct, "Recycle Right" campaign.

7. Resignation of Parish Councillor

A letter had been received from Cllr Hook to advise that he was tendering his resignation as a Parish Councillor due to him embarking on a project in South Sudan for two years. It was agreed that a letter of thanks should be issued to him.

This resignation had resulted in a casual vacancy which had been advertised by the BC but there had not been a call for an election so the PC was now able to co-opt. As per the Council's Standing Orders a notice had been displayed on the notice board and website advising anyone interested to contact the clerk; one application and one expression of interest had so far been received.

That an informal conversation with all applicants should be carried out prior to the October PC meeting and that these should be booked for Monday 25th September following the Extra-ordinary PC meeting from 7pm on that evening.

Prop: Cllr Norman 2nd Cllr Gathercole

Agreed.

8. Community Building Project update from MDCSC

Cllr Gathercole advised that the roof trusses were now on and the project was still on schedule. The car park would be fully open at weekends from the coming weekend.

9. Playing Field Management Partnership (PFMP)

The PFMP had agreed to send a letter to Mr Gowler regarding scheduling of matches for Marshland Saints FC.

10. Cleaning of play equipment at Playing Field

Cllr Gathercole and Norman had agreed to look at this in the spring after construction

of the new community building had been completed.

11. Drainage at the Playing Field

Recent heavy storms had resulted in flooding of the bowls green and the septic tank had needed to be emptied twice after the surface water had drained into it. The culverts near to the road were not effective and it was agreed that the Clerk should speak to Highways regarding this.

12. Purchase of a Defibrillator

No funding had been located yet but the community centre committee were still looking into options. It was agreed that the matter should be carried forward to January 2018 and if no funding had been received at this stage then a decision should be made.

13. Expenditure of funds received from Community Infrastructure Levy (CIL)

The BC had advised that the PC would be receiving a parish payment of £924 from the CIL on 28th October 2017. The Clerk had taken up the offer of training from the BC on the expenditure and accounting procedure for CIL payments. The Clerk explained some of the items which the CIL payment could be used for and some options were discussed; item to be considered further after funding received.

14. Decorative Village Gateways

Installation of village gateways was discussed to assist with reducing the number of speeding motorists. Funding could be available from the Parish Partnership Scheme in 2018/19. Clerk to obtain quotations and matter to be discussed again when received.

15. Consultation on replacement options for the Islington Pumping Station

Information had been received on the consultation and sent to all members prior to the meeting. It was agreed that the PC should SUPPORT the proposed option.

16. Highways issues

Trod – Highways rangers had carried out some work on removing surplus soil from the trod and CGM had advised that an additional spraying of the trod would be done.

Smeeth Road (No 105) – visibility affected by car transporter parked overnight on side of road. Police to be chased up on this issue.

Cllr Askew and Gathercole had carried out another inspection of the village and noted several addresses where trees/bushes were still overhanging the highways and it was agreed that letters should be sent for new issues and Highways should be advised on issues where letters had already been issued. A few other issues had been noted and the appropriate action to be taken by the Clerk on these issues.

New issues to report to Highways:

135 Smeeth Rd to Jubilee Hall – path needs spraying

Walton Rd (at junction with Smeeth Rd) – pothole

Walton Rd (just after Harps Hall corner) – second dip in road still not repaired.

Bonnetts Lane (from ADC to Smeeth Rd junction) – potholes

School Rd (at forty-foot bridge) – potholes.

Smeeth Rd (from School Rd junction to St James Church) footpath in poor condition

269 Smeeth Rd (pots on side of road) – to chase up again with Highways.

17. Finance

a. *Accept accounts to 31st August 2017.*

Prop: Cllr Norman

2nd: Cllr Gathercole

Agreed.

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

Miss S J Thorpe – Clerk's expenses/admin/training May-Aug	£51.62
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CGM Ltd – grounds maintenance June	£88.80
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Mr D G Gathercole – emptying of septic tank at playing field	£140.00
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Mazars LLP – external audit 2016/17	£270.00
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BJ Plant Hire Ltd – removal of conifer hedge/laying of paving at p/f	£4711.20
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Westcotec Ltd – street lighting maintenance Feb-July	£135.00
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URM (UK) Ltd – bottle bank emptying June	£12.60
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Agree to sign cheques and approve payments.

Prop: Cllr Chapman

2nd: Cllr Long

Agreed.

c. External Auditors Report

The Annual Return had been amended on the instruction of the external auditor to adjust the PC assets as the War Memorial had to be valued at £1 on the annual return even though it was insured for £10,000. The External Auditors report had now been received and it had found no cause for concern and made no comments or suggestions. The notice of completion of the audit would now be posted on the PC notice board and website.

18. Planning Matters

a. Applications received since last meeting:

i. **17/01603/F Proposed stable and barn at Fenhaven, 326 Smeeth Rd.** The application was discussed and it was agreed to SUPPORT the application.
Cllr Boyce left the meeting at this point.

iii **17/01629/F New access to existing dwelling at 2 Trinity Rd.** The application was discussed and it was agreed to SUPPORT the application but to comment that the PC believed that the verge adjacent to the road belonged to NCC Highways and that the PC wanted a reply from the BC on this matter.
Cllr Boyce returned to the meeting at this point.

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

i. **17/01124/F Proposed extension and alterations at 332 Smeeth Rd.**

ii **17/01065/O Outline application for proposed 2 No new dwellings at St James Lodge, 288 Smeeth Rd.**

iii **17/01141/RM Reserved matters application: Erection of 2 detached dwellings at 2 Trinity Rd.**

iv **17/01158/RM Reserved matters application: Plot 3 land NE of 46 Smeeth Rd.**

v **17/01199/F Proposed stable and barn at Fenhaven, 326 Smeeth Rd.**

vi **17/01224/RM Reserved matters application: Plot 4 at land adj to 46 Smeeth Rd.**

vii **17/01016/RMM Reserved matters application for residential development of 15 new dwellings at land N of 7 Walton Rd.**

viii **17/01290/RM Reserved matters application: Plot 1 land N of 19 Smeeth Rd.**

ix **17/00866/RMM Reserved matters application: 17 dwellings including 3 units of affordable homes land on SW side of School Rd.**

The following application had been withdrawn:

x **17/01453/RM Reserved matters application: Plot 1 land adj 73 Smeeth Rd.**

19. Public Speaking

Resolved that meeting be adjourned for public speaking.

Prop: Cllr Chapman

2nd: Cllr Gathercole

Agreed.

Meeting re-started.

20. Councillors Concerns and Agenda Items for the Next Meeting

Items to remain on agenda as already agreed along with "Allotments"

21. Date of Next Parish Council Meeting

Monday 25th September for an Extra-Ordinary Parish Council meeting at 7pm and then Monday 9th October 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 Long and Norman to check accounts before the October meeting.

Meeting closed at 8.45pm.