

MARSHLAND ST JAMES PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting held on 12th March 2018

Present

Councillors: Askew (Chair), Coleman, Gathercole, Hallett & Norman

Two members of the public

Clerk – S Thorpe

1. Apologies for Absence

Cllrs Boyce, Chapman, and Wilkinson

2. Confirm Minutes of Meetings Held on 12th February 2018

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

3. Declarations of Interest

None

4. Public Speaking

Resolved that meeting be adjourned for public speaking,

Prop: Cllr Norman

2nd: Cllr Gathercole

Agreed.

Meeting re-started.

5. Matters Arising

Cllr Long had spoken with Mintlynn and they were still not willing to contribute to a new water box for the cemetery but did give permission for the PC to supply their own, to the specifications already supplied. PC had already agreed for Cllr Norman to construct and fit the new box. Photo to be supplied to Mintlynn when completed.

MDCSC had responded to the request to ask their contactor to repair the damage to the “in” entrance of the car park; their contractor had stated that the access works, including making good to the in access, would be completed following the sewerage works due to be carried out by Anglian Water.

6. Correspondence

Circulated prior to meeting: BC – new property addresses at 34 & 77A Smeeth Rd and The Yard, Dades Lane, draft tree & woodland strategy, waste collections update, planning workshop presentation; Police – rural crime newsletters, parish newsletters, role of PCSO, warning about cold callers; NALC – newsletters, National ALC newsletter; NCF – grant news; CAN – newsletter, funding news; NPFA - newsletter; NCC – emergency road closure on Black Drove from 5th-9th March, Norfolk Community Biodiversity Awards 2018, “A Vision for Norfolk 2021,” West Norfolk early help bulletin & service directory; invitation from Terrington St John PC to a meeting with Elizabeth Truss MP; King’s Lynn Town Guides – annual lecture.

Circulated after meeting: Clerks and Councils Direct newsletter.

E-on had advised of a price increase from 9th April 2018 for street lighting supply.

The BC had advised that the PC was due to receive £2550 in Community Infrastructure Levy in April 2018.

The BC had asked if there was a community car scheme in the village; there was not.

7. Community Building Project update from MDCSC

The newly opened Hall was doing very well but there was currently an issue with flooding of the PC car park area. It was agreed that a letter should be sent to MDCSC to congratulate them on a very nice building. The £5712 given to the Jubilee Hall would be repaid shortly.

8. Playing Field Management Partnership (PFMP)

PFMP had asked the PC to consider obtaining quotations to resolve the flooding issue in the PC car park area.

That the Clerk should obtain quotations for the work (3 if possible).

Prop: Cllr Askew

2nd: Cllr Hallett

Agreed.

PFMP had asked the PC to consider approving the quotation from Button Engineering Ltd for £1470 plus VAT to install a new barrier at the “in” entrance to the car park.

That the PC should accept the above quotation.

Prop: Cllr Hallett

2nd: Cllr Norman

Agreed.

Recorded vote:

All Councillors voted in favour: Cllrs Askew, Coleman, Gathercole, Hewitt, Norman.

PFMP had asked the PC to grant permission for use of the Playing Field by the Primary Schools Cluster Cross Country Competition on 27th March 2018.

To grant permission for the above and comment that the PC was happy to accommodate this request.

Prop: Cllr Askew

2nd: Cllr Coleman

Agreed.

PFMP had asked the PC to approved the amendment to the quotation for fencing and gates around the Bowls Green to accommodate an additional gate. The quotation was for an additional £470 bringing the total to £4268 plus VAT. Cllr Coleman advised that she would be voting against this item as only one quotation had been received for the work and she asked for a recorded vote on any proposal made.

To accept the amendment to the quotation to include an additional gate.

Prop: Cllr Gathercole

2nd: Cllr Hallett

Agreed.

Votes in favour: Cllr Askew, Gathercole, Hallett, Norman

Votes against: Cllr Coleman

Several bags of household rubbish had been deposited in the litter bins at the playing field. A name and address had been found on the litter. It was agreed that the Clerk should send a letter to inform the person that the litter bins were for collection of playing field litter only.

9. **Fences and gates at the Playing Field site**

Cllr Gathercole explained that the gate to the main field, along with the yellow gate for the play area, would need to be moved; fencing would also need to be installed either side of the gates.

That the Clerk should obtain quotations from Wicksteed, Fenland Leisure Products and one other supplier.

Prop: Cllr Gathercole

2nd: Cllr Norman

Agreed.

10. **Request from MDCSC for a Deed of Variance to the current lease.**

An email had been received from the Chairman asking the PC to consider a deed of variance to the lease for the new Hall site to allow for the provision of bar services and shop from commercial third parties. The Clerk advised that if the PC wished to consider this she felt that legal advice should be obtained prior to a decision. The matter was discussed and the following was proposed:

That the PC should not allow sub-letting

Prop: Cllr Coleman

No seconder was found so no voting took

place on this proposal.

That the solicitor, who acted for the PC on the matter of the lease, should be asked for advice on what the PC could safely do with regard to amendment to the lease.

Prop: Cllr Norman

2nd: Cllr Askew

Agreed.

11. **Quotation for additional CCTV cameras**

A quotation of £682.63 plus VAT had been obtained to install two additional CCTV cameras onto the new Hall to cover the play area and other end of the containers, where PC equipment was stored.

To accept the quotation of £682.63 to install the additional cameras.

Prop: Cllr Hallett

2nd: Cllr Gathercole

Agreed.

12. **Quotations for replacement of plastic caps at the play area**

Two quotations had been obtained to supply and fit the replacement caps. PFMP had asked the PC to approve the lowest quotation of £189.26 plus VAT from Fenland Leisure Products.

To accept the above quotation.

Prop: Cllr Askew

2nd: Cllr Hallett

Agreed.

13. **Application for a new premises licence for Marshland Hall**

The BC had forwarded the application for a licence to supply alcohol at the new Hall to the PC and asked them to submit any objections to the application by 16th March. The matter was discussed and Cllr Norman asked whether this would prevent events from taking place at the Hall where attendees brought their own alcohol. He was informed that this would be a matter to discuss with MDCSC. The following was proposed.

That the PC had no objections to the application.

Prop: Cllr Hallett

2nd: Cllr Gathercole

Agreed.

14. **Street lighting for the development off School Road**

Norfolk County Council (NCC) had asked the PC if they wished the developer to install street lighting on the new section of Highway. They had recommended three street lights if the PC wanted them to be installed. The matter was discussed.

That the developer should be asked to install three street lights to the same

specifications as the current street lights in the village, and that the Clerk should consult NCC on an appropriate commuted sum to be paid to the PC for the future maintenance and electricity costs and then report back at the next PC meeting.

Prop: Cllr Gathercole

2nd: Cllr Norman

Agreed.

15. Dykes off Bonnetts Lane

No response had been received from ADC (East Anglia) Ltd to the letter issued to them; it was agreed that a follow up letter should be issued. The ditch next to the Anglian Water premises was also overgrown and it was agreed that a letter should be sent to them.

16. Marshland Arms Pub

The owner of the pub had asked for the PC to give further consideration to whether they wished to take any action regarding the pub becoming a community pub. It was agreed that a response should be sent to inform the owner that the PC had advertised this matter on their notice board and website but had not received any information from members of the public and the PC was not interested in running the pub as a community pub.

17. Condition of trod

No further update at the moment: Cllrs Askew and Gathercole still needed to look at the area in front of Askew & Barrett Ltd. Carry item forward to next meeting.

18. Highways issues

New issues to report to Highways:

Middle Drove (over Neeps Bridge, between New Road Farm and Fir Tree Farm) – large pot holes.

Walton Road – pot holes in the middle of the road.

School Road (between The Gatehouse and the junction with Moyses Bank) – pot hole.

Issues that had previously been reported to be followed up as appropriate:

Walton Road – overhanging hedge onto footpath.

Smeeth Road (near Emneth Hungate) – overhanging dead tree. A resident had also reported this to the Clerk. Highways had advised that they were still waiting for their tree officer to take a look. It was felt that Highways could not just keep delaying action on this matter as the tree could fall onto the road at any point. It was agreed that the matter should be referred to the Highways Western Area Manager.

Highways had issued letter to residents who had not taken any action on trimming overhanging trees and bushes.

Pot holes on Moyses Bank had been filled.

Dog fouling was still a problem on the footpaths.

19. PC Insurance policy for 2018/19

The PCs requirements were discussed. Four quotations had been obtained. The cheapest quotation was for £869.19 for 2018/19 for a 3-year deal with Inspire through Came & Company Local Council Insurance Brokers. The Clerk advised that she felt this was sufficient to meet the needs of the PC and did include cover to pay for a locum if the Clerk was sick, which the previous policy had not provided. It was also confirmed that the pavilion building had been removed from the policy as this would be removed from the site before the start of the policy.

To accept the quotation for a 3-year deal with Inspire through Came & Company.

Prop: Cllr Norman

2nd: Cllr Coleman

Agreed.

20. Finance

a. *Accept accounts to 28th February 2018*

Prop: Cllr Coleman

2nd: Cllr Askew

Agreed.

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

BJ Plant Hire Ltd – dredging work at playing field £528.00

SLCC Enterprises Ltd – Clerk's Practitioner Conference £83.76

Came & Company – PC Insurance for 2018/19 £869.19

Mr D Gathercole – refund of supplies for moving notice board & key cutting £22.46

Agree to sign cheques and approve payments.

Prop: Cllr Askew

2nd: Cllr Hallett

Agreed.

21. Planning Matters

a. Applications received since last meeting:

i **18/00242/RMM Reserved Matters: Construction of 17 dwellings at land off School Road.** An application for this site had been re-submitted to amend the height of the dwellings in relation to the road from 500mm to 300mm above the road level. The

application also included a Construction Management Plan(CMP). The application was discussed and the PC agreed to SUPPORT the application but only if the working hours quoted in the CMP were amended to an 8am start for Monday-Friday instead of the 7am currently stated.

ii **18/00304/RM Reserved Matters: Erection of dwelling (plot 2) at land South of 26 Smeeth Road.** An application for this site has been re-submitted to amend the bricks and also included a patio at the rear. The application was discussed and it was agreed to SUPPORT the application.

iii **17/00300/RM Reserved Matters: Proposed residential development at plots 1-6 195 Smeeth Road.** Amendments had been submitted to the application to provide a smaller dwelling and garden at plot 1 along with landscaping between plot 1 and Jubilee Lane. The application was discussed and it was agreed to SUPPORT the application.

iv **18/00371/F Retrospective application for storage building within applicant’s garden at 17 Walton Road.** The application was discussed and it was agreed to OBJECT to the application as it was felt that the building was too far away from the main dwelling to be considered within the curtilage and also was too large for residential storage purposes for a dwelling.

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

i. **17/01675/O Outline application for construction of 6 dwellings on vacant land between 135 & 145 Smeeth Road.**

ii **17/02388/F Extension to dayroom to create a dwelling and removal of lawful static caravan at Button Hole Lake, School Road.**

iii **17/02417/F Proposed 4-bedroom house (revised design) at land opposite Bramble Cottage, Dades Lane.**

iv **18/00014/RM Reserved Matters: Construction of 8 new starter homes comprising 4 semi-detached units at Fenberry Farm Ltd, 84B Smeeth Road.**

v **18/00030/RM Reserved Matters: New dwelling at plot 5 land adjacent 46 Smeeth Road.**

vi **18/00051/F Alterations and extension at The Hazels, 367 Smeeth Road.**

vii **18/00062/PACU3 Prior Notification: Change of use of agricultural building to a dwelling house at 90 Smeeth Road.**

22. Public Speaking

Resolved that meeting be adjourned for public speaking,

Prop: Cllr Norman

2nd: Cllr Hallett

Agreed.

Meeting re-started.

23. Councillors Concerns and Agenda Items for the Next Meeting

Items to remain on agenda as already agreed along with “BC Planning Consultations.”

24. Date of Next Parish Council Meeting

Monday 9th April 2018 at 7.15pm, for a Playing Field Management Partnership meeting followed by an Ordinary Parish Council meeting at 7.30pm; all meetings at Marshland Hall.

Cllrs Chapman and Coleman to check accounts before the April meeting.

Meeting closed at 9.02pm.