

MARSHLAND ST JAMES PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting held on 11th June 2018

Present

Councillors: Askew (Chair), Coleman, Gathercole, Hallett, Long, Norman & Wilkinson.
Cllr Humphrey (County Councillor).

3 members of the public

Clerk – S Thorpe

1. **Apologies for Absence**

Apologies had been received from Cllr Boyce; Cllr Long and Cllr Humphrey (County Councillor) to arrive late due to Borough Council meeting.

2. **Confirm Minutes of Meetings Held on 14th and 30th May 2018**

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

2nd: Cllr Wilkinson

Agreed.

Meeting re-started.

5. **Matters Arising**

- Mr Karl Rands, Western Area Manager for Highways at NCC, had been contacted again about the lack of visibility when exiting from the North entrance of the car park at the playing field, due to the hedge at No 164. He had responded to say he still felt that asking for the hedge to be lowered and halved would in effect be asking for it to be removed. He felt that it was unlikely the residents would simply comply and they would be looking at protracted legal action, he could not justify this cost as the expectation was that this was an entrance rather than an exit.
- Cllr Askew and Cllr Norman had met with a BC representative about the condition of the cemetery. He had been unwilling to confirm that fortnightly cuts of the grass took place but had confirmed that the schedule was for 12 cuts for the season which in effect would be fortnightly; the grass was due to be cut again this week. The trees would be trimmed in the autumn. It was felt that the meeting had resulted in a satisfactory outcome.

6. **Correspondence**

Circulated prior to meeting: Police – parish newsletters, rural crime newsletters; NALC – newsletters; CAN – newsletter, funding news, events and volunteering; NCC – Parish Partnership Scheme for 2019/20, West Norfolk Early Help Bulletin & service directory, temporary road closures on Walton Road from 29th May to 5th June, consultation on Norwich West Link; King’s Lynn Town Guides – Monday evening walks; BC – new property address at 171 Smeeth Road; Wicksteed – info on competition; info on “Growing Communities” project.

7. **Co-option to fill Casual Vacancy for Parish Councillor**

The only applicant was Mark Thorpe. An informal interview had taken place with him prior to the meeting.

To co-opt Mark Thorpe to fill the vacancy

Prop: Cllr Norman

2nd: Cllr Gathercole

Agreed.

Mark Thorpe signed the declaration of acceptance of office and joined the other Councillors at the table.

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

The PFMP had asked the PC to consider purchasing a notice board for community use. Quotations to be obtained by the Clerk for a free-standing notice board which would hold 10 x A4 sheets and the item to be placed on the next agenda for decision. The PFMP had asked the PC to approve purchase and installation of three wooden posts between the new Hall and the play area, by Cllrs Gathercole and Norman.

That Cllrs Gathercole and Norman should purchase and install the posts and reclaim the costs of the posts and their time for installation.

Prop: Cllr Wilkinson

2nd: Cllr Hallett

Agreed.

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

The PFMP had asked the PC to approve trimming of the hedges and trees surrounding the playing field by the Internal Drainage Board (IDB). Cllr Gathercole advised that they were the only ones with the appropriate equipment for the job and had previously charged a very reasonable rate for this service.

That the IDB should be asked to trim the hedges and trees.

Prop: Cllr Gathercole 2nd: Cllr Askew Agreed.

9. Installation of “no exit” signage at the north entrance to the playing field

A discussion took place on installing signs on the north and south entrance to the car park. It was suggested that the following signs were appropriate – for the north entrance: “entrance” for the road side and “no exit” for the car park side – for the south entrance: “no entrance” for the road side and “exit” for the car park side. All signs to be placed on the top of the barriers.

That a price should be obtained from Richard Askew for the above signs and purchased if price was felt to be reasonable.

Prop: Cllr Gathercole 2nd Cllr Coleman Agreed.

Cllr Humphrey arrived at this point giving his apologies for being late.

10. Condition of trod on Smeeth Road

Cllrs Askew and Gathercole had taken a look at the area in front of Askew & Barrett Ltd and felt that the condition of the trod was acceptable and that all that was needed was for the hedge to be trimmed.

The Clerk advised that she had reported damage to the trod between No 70 and No 80 and Highways had advised that they would carry out repairs.

11. Highways issues

Some members of the PC were not happy with the reply from Karl Rands, Highways Area Manager, about the hedge at No 164 Smeeth Road. Cllr Humphrey was asked if he could assist with this matter and it was agreed that the correspondence between the PC and Karl Rands would be forwarded to him.

Resurfacing work had been done on School Road.

Issues to follow up:

Hope Lane – pot holes

Bonnetts Lane – pot holes

Cllr Hallett advised that he had reported pot holes and loose drain covers at the junction of Smeeth Road/Walton Road.

Action: Clerk to chase up outstanding issues with Highways and forward correspondence on hedge at No 164 Smeeth Road to Cllr Humphrey.

Cllr Humphrey suggested that if pot holes were in the wheel tracks on roads they should be reported as “dangerous” to Highways as this prompted an urgent response.

12. Finance

a. *Accept accounts to 31st May 2018.*

Prop: Cllr Hallett 2nd: Cllr Gathercole Agreed.

Cllr Long arrived at this point giving his apologies for being late.

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

CGM Ltd – Grounds maintenance for May	£360.60
LCPAS – service level agreement for GDPR	£125.00
St James Church – use of church for PC meetings	£350.00
Viking Direct – printer toner	£70.79
FLP Ltd – repairs to play equipment	£227.11
E & DE Gathercole – playing field maintenance	£96.52

Agree to sign cheques and approve payments.

Prop: Cllr Askew 2nd: Cllr Hallett Agreed.

c. *To approve the Parish CIL Annual Report*

Prop: Cllr Gathercole 2nd: Cllr Long Agreed.

13. PC Representative for Police Engagement meeting

That Cllr Coleman should be appointed as the PC Representative for Police Engagement Meetings.

Prop: Cllr Norman 2nd: Cllr Long Agreed.

14. Planning Matters

a. Applications received since last meeting:

i **18/00936/F Proposed two storey extension & rear extension at Rosewall House,**

390 Smeeth Road. The PC discussed the application and made a decision to SUPPORT the application.

ii **18/00978/F Extension to bungalow at Chancellors Dike Farm, Black Drove.** The PC discussed the application and made a decision to SUPPORT the application.

b. Planning decisions from the BC. None

15. Public Speaking

Resolved that meeting be adjourned for public speaking.

Prop: Cllr Askew

2nd: Cllr Wilkinson

Agreed.

Meeting re-started.

16. Councillors Concerns and Agenda Items for the Next Meeting

Other items to remain on agenda as already agreed along with "Parish Partnership Scheme for 2019/20."

17. Date of Next Parish Council Meeting

Monday 23rd July 2018 at 7.30pm, for an Ordinary Parish Council meeting at 7.30pm; all meetings at Marshland Hall.

Cllrs Long and Norman to check accounts before the July and September meeting.

Meeting closed at 8.15pm.