

## MARSHLAND ST JAMES PARISH COUNCIL

### Minutes of the Ordinary Parish Council Meeting held on 12<sup>th</sup> November 2018

#### Present

Councillors: Askew (Chair), Boyce, Coleman, Gathercole, Norman, Thorpe and Wilkinson.  
Cllr Humphrey (County Councillor).

One member of the public

Clerk – S Thorpe

**1. Apologies for Absence**

Apologies had been received from Cllr Hallett and Long. Cllr Wilkinson to arrive late.

**2. Confirm Minutes of Meetings Held on 8<sup>th</sup> and 30<sup>th</sup> October 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**

Cllr Gathercole declared an interest in item 7.

**4. Public Speaking**

*Resolved that meeting be adjourned for public speaking,*

*Prop: Cllr Gathercole                      2<sup>nd</sup>: Cllr Norman*

*Agreed.*

*Meeting re-started.*

**5. Matters Arising**

BC Street Naming Team had advised that they had informed all of the relevant authorities to make changes in relation to Walsoken Road, which had previously been listed as part of Smeeth Road. The new street name signs had been requested and would be erect at the junction.

The applicant who had put forward a proposal for a new street name at the developments adjacent to St James Lodge, 288 Smeeth Road had agreed to amend the proposed name to "Signal Close;" this was at the request of the PC for a name which had a link to the heritage of the site.

**6. Correspondence**

Circulated prior to meeting: Police – parish newsletters, info on SNAP meetings and witness appeal; NALC – newsletters, agenda for AGM; CAN – funding news; NCC – West Norfolk Early Help Bulletin, info on half term activities, & service directory, consultation on budget for 2019/20, temporary road closures on School Road, Terrington St John and School Road, Marshland St James; BC – new street name of Carters Field Way and addresses for this development, new address of 28, 32, 94A-D and 96A-D Smeeth Road; Norfolk & Waveney Sustainability & Transformation Partnership – mental health review; Love West Norfolk campaign – info on getting involved; Norfolk Parish Training & Support – training update; Norfolk County Farms – invite to Annual Tenants Meeting, autumn newsletter; Alive Places – November update. Clerk's and Councils Direct Newsletter passed to Cllr Coleman.

A letter had just been received from the BC advising of a Polling District and Places Review – it appeared that there was no change proposed for the village.

A letter had been received from the Chairman of MDCSC thanking the PC for the donation of £2K. It also advised that MDCSC had spent just under £25K on improvements at the playing field site in areas outside the leased area.

A letter had been received from St James' Methodist Church about the Christmas Tree Festival on 7<sup>th</sup> to 8<sup>th</sup> December and invited the PC to take part by decorating a tree.

**7. Issues from the Playing Field Management Partnership (PFMP) meeting.**

Installation of new gate – The PFMP had asked the PC to approve the quotation from E & D Gathercole to install the new gate and remove the old gate for £545 plus VAT. Cllr Gathercole remained in the room for the discussion to provide information, at the request of the Chair, but did not take part in the decision. The Chair suggested that more than one post between the boundary and the gate should be considered and this was discussed.

*That the quotation should be approved without any amendment*

*Prop: Cllr Norman                      2<sup>nd</sup>: Cllr Boyce*

*Agreed.*

*Cllr Wilkinson arrived at this point.*

Damage to pitch – The PFMP had asked the PC to approve repairs to the pitch at the far end of the site which had been damaged by molehills. A discussion took place on

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using the money from the playing field account to pay for this item.

*That Cllr Gathercole should carry out the repairs, as a one off, and then inspect the area again before the next PC meeting; cost to be paid from the playing field account.* Prop: Cllr Norman 2<sup>nd</sup>: Cllr Wilkinson Agreed.

## 8. Highways issues

All issues raised at the last meeting had been report but were still outstanding.

Outstanding issues to follow up and new issues to report:

Smeeth Road – additional village gateway at Emneth Hungate end still needed and hedge to be trimmed around gateway at Terrington St John end. Clerk advised that she had chased this matter up and been assured it would be resolved but no action had been taken. It was agreed that the Clerk should ask Highways for PC money to be returned for additional gateway if they were unable to get the matter sorted out.

Smeeth Road (near Trinity Road junction) – trod damaged by contractors.

Smeeth Road (near No 145) – road cracked and split in middle of road.

Smeeth Road (at Emneth Hungate) – bridge railings had been reinstated further back off the road.

Trinity Road (from Walpole Gate to Walpole Highway) – pot holes on side of road.

Black Drove (from Rungays Bridge to Bodgers Farm) – road surface in poor condition.

Cllr Humphrey advised that he had been informed that due to changes in regulations yellow zig-zag lines outside schools could be made enforceable without the need for a Traffic Order, if additional signs were installed. He had sufficient money in his Highways Budget to pay for these signs at schools in his area if PCs wanted them. It was agreed to accept the offer for the yellow zig-zag signs on School Road.

*Action: Clerk to report new issues, chase up outstanding issues.*

## 9. Finance

a. *To make the usual donation of £25 to the Royal British Legion Poppy Appeal.*

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

Cllr Norman advised that he was disappointed to see that the only members of the public present at the wreath laying on 11<sup>th</sup> November were members of his family. Cllr Askew advised that she had been attending the Armistice Service at St James Church on Remembrance Sunday to represent the PC.

b. *Accept accounts to 31<sup>st</sup> October 2018.*

Prop: Cllr Thorpe 2<sup>nd</sup>: Cllr Wilkinson Agreed.

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

Miss S J Thorpe – Clerk's expenses/admin/training/chain nets	£101.73
Glasdon UK Ltd – new litter bin	£205.30
CGM Ltd – Grounds maintenance for Sept/Oct	£67.80
Downham & District Branch RBL – Donation to poppy appeal	£25.00
SLCC Enterprises Ltd – Clerk's National Conference	£96.00
Secure-a-field Ltd – new gate for playing field	£646.76

*Agree to sign cheques and approve payments.*

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

## 10. Planning Matters

Cllr Askew advised that she felt the PC should send a letter to the BC Street Naming team to express concern that the current process meant that the PC was only informed of a proposed name at the consultation stage, and that it would be much better if the PC was involved in a choice for the name before this point.

*That a letter should be sent to the BC Street Naming Team.*

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

a. Applications received since last meeting:

i **18/01688/F Construction of an agricultural storage building at The Limes, 226 Smeeth Road.** The PC discussed the application and made a decision to SUPPORT the application.

ii **18/01905/F Two storey extension to rear of property at Pedar Meadow House, Moyses Bank.** The Clerk advised that the application was for an extension that was 2 metres wider than the previous application and included an additional window. The PC discussed the application and made a decision to SUPPORT the application.

iii **18/01843/F Removal of current polebarn and replace with American barn at Fen-Acres, Gooses Lane.** The PC discussed the application and made a decision to SUPPORT the application.

- b. Planning decisions from the BC. The following applications had been permitted:  
i **18/01350/F Single storey rear extension at 66 Smeeth Road**  
ii **18/01419/F Retrospective rear extension to dwelling (revised design) at 17 Walton Road.**  
iii **18/01520/RM Reserved matters for one dwelling (plot 1) at land adjacent 46 Smeeth Road.**

**11. Public Speaking**

*Resolved that meeting be adjourned for public speaking,*

*Prop: Cllr Norman*

*2<sup>nd</sup>: Cllr Wilkinson*

*Agreed.*

*Meeting re-started.*

**12. Councillors Concerns and Agenda Items for the Next Meeting**

Cllr Coleman asked for an item to be placed on the agenda to discuss the current position of the bottle bank at the playing field. The Clerk advised that this item would be on the next agenda as a letter had been received from a parishioner on the subject. Other items to remain on agenda as already agreed.

**13. Date of Next Parish Council Meeting**

Monday 10<sup>th</sup> December 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 Thorpe and Wilkinson to check accounts before the December meeting.

Meeting closed at 8.25pm.