

MARSHLAND ST JAMES PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting held on 11th February 2019

Present

Councillors: Askew (Chair), Coleman, Gathercole, Hallett, Norman, Thorpe and Wilkinson.

No members of the public

Clerk – S Thorpe

1. Apologies for Absence

Apologies had been received from Cllr Boyce, and Cllr Wilkinson to arrive late.

2. Confirm Minutes of Meetings Held on 7th January and 5th February 2019

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

No members of the public present.

5. Matters Arising

None as all matters arising to be dealt with under other items.

6. Correspondence

Circulated prior to meeting: Love West Norfolk Campaign – info; Shakespeare's Guildhall Trust – invitation to consultation event; Police – connect updates, info on SNAP meetings, scam alerts; NALC – newsletters; NCC – temporary road closure on School Road from 28th-30th January and Main Road, Terrington St John from 28th-30th January, West Norfolk Early Help Bulletin and half term activities, updated proposal for Children's Services; BC – new property address of Burbank House, Dades Lane, Dog Fouling order signs, Authority Monitoring Report 2017/18, guidance notes for PC Clerks on PC Elections; NPT&S – Training update; CAN – funding and latest sector newsletters; Alive Places – February update; British Red Cross – info & request for volunteers; Carers Matter Norfolk – info on service; MDCSC – invitation to AGM. Letters had been received from Barclays Bank advising of the closure of the Downham Market and Hardwick branches.

A further email had also been received from the resident who had contacted the PC about the location of the bottle bank at the Playing Field. This matter would be on the agenda for the meeting in March.

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

Annual inspection for play area – the PFMP had asked the PC to approve the same contractor for the next annual inspection as they had agreed to hold the current price.

To approve the request to use the same contractor.

Prop: Cllr Askew

2nd: Cllr Gathercole

Agreed

Maintenance of play area – the PFMP had asked the PC to approve the cost of repairs to the play equipment in line with items mentioned on the inspection for both slides and the entrance gate. Cllr Coleman felt that the work should not be done without knowing the cost, due to limited funding being available, Cllr Gathercole advised that it would be less than £250, and that the Chair and/or the Vice-Chair and the Clerk were able to authorise this type of expenditure without the need for PC approval. Concern was expressed that if the work was not done the play equipment could become unsafe but Cllr Coleman felt that if this happened it could be closed until repairs took place.

To approve the request from PFMP to carry out repairs to the play equipment.

Prop: Cllr Norman

2nd: Cllr Hallett

Agreed by a majority

8. Repairs to damaged trod on Smeeth Road

The Clerk reported that the trod had been repaired at the front of No 42 Smeeth Road. It was noted that another one of the new properties was up for sale and it was agreed that the Clerk should send another letter to the owners advising them that the PC was expecting them to repair the trod at the front of their house before the house was sold. It was also agreed that a letter would be sent to a business requesting they speak to HGV drivers visiting their site to ask them not to park or drive on the trod when leaving. Cllr Gathercole to speak to the owners of another business to ask them to trim the hedge at the front of their property as it was overhanging the trod.

9. Land south of the Old Station House on Smeeth Road

A resident had contacted the PC about the condition of the land next to the old station.

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

Another resident had contacted the PC about this issue in December 2017 and the owners had been contacted at that time and had advised that they would get the area tidied up, but this had not happened. Cllr Coleman asked for confirmation that the complaint had been received from a resident and whether the owners of the land were also residents of the village. The Clerk confirmed that the complaint had been received from a resident but the owners of the land were not residents. Cllr Coleman advised that she felt the PC should not take any action on this issue. A discussion took place and other Councillors felt that it was appropriate for the PC to take action by asking owners to tidy up any land which was in a poor condition and that the matter could be referred to the BC CSNN team if no action was taken.

That a letter should be sent to the owners asking them to tidy up the land.

Prop: Cllr Norman 2nd: Cllr Thorpe Agreed by a majority.

10. **Highways issues**

NCC Highways had advised that repairs had been carried out on Hope Lane and Bonnetts Lane.

New issues to be reported and previously reported issues to follow up:

Smeeth Road (No 135) – road sign advising of playing field is damaged.

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

Finger post sign on the corner of Smeeth Road with Walton Road – new location of post still awaiting decision from NCC Highways.

Smeeth Road/Trinity Road junction – green mesh on fencing needs removing or lowering as obstructing visibility.

Trinity Road (from Trinity Hall Farm to Hall Road junction) – pot holes.

Bonnetts Lane (ditch on allotment plots) – fly tipping incident.

Smeeth Road – parking of vehicles at night on the side of the road and obstructing the footpath.

Action: Clerk to report new issues and chase up outstanding issues.

11. **Casual Vacancy for Parish Councillor**

The Clerk advised that a Casual Vacancy had occurred following the resignation of Cllr Long. He had sent an email, which had been forwarded to all Councillors, advising that he was resigning due to the decision of the PC to increase the Precept by 20% to build up reserves. The Chair clarified that the Precept had not been increased to just build up reserves and that additional funds were needed to continue to make improvements at the playing field as well as carrying out essential maintenance.

The PC were informed that as the next PC elections would be taking place on 2nd May there had been no need to post a notice inviting residents to call for an election to fill the vacancy, and the PC could decide to not fill the vacancy before these elections.

That the vacancy should not be filled before the next PC elections.

Prop: Cllr Wilkinson 2nd: Cllr Gathercole Agreed.

12. **NCC Early Childhood and Family Service**

It was reported that NCC had made a decision to close the Emneth Children's Centre, along with the majority of Children's Centres in the county, it was noted that Cllr Humphrey (County Councillor for our ward) had voted in favour of the closure. A discussion took place on sending a letter from the PC advising of the disappointment of the PC at the decision and that the letter should be sent to everyone who had originally been contacted about the proposed closure.

That a letter expressing the disappointment of the PC should be sent as suggested.

Prop: Cllr Thorpe 2nd: Cllr Coleman Agreed

13. **Parish Council Elections**

The Clerk provided information on the forthcoming PC elections. Nomination papers could be submitted to the BC from 18th March to 3rd April. A stock of nomination papers was held by the Clerk.

14. **Signatories for bank account**

The PC currently had three signatories for the bank accounts. Due to the forthcoming PC elections it would be advisable to add an additional signatory to replace a former Councillor. It was agreed that this should be discussed at the next PC meeting.

15. **Finance**

a. *Accept accounts to 31st January 2019.*

Prop: Cllr Askew 2nd: Cllr Gathercole Agreed.

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

Viking Direct – Printer toner and paper £91.18

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

Upwell PC – contribution to grit bin at health centre	£3.60
E & DE Gathercole – repairs to car park at playing field	£99.00

Agree to sign cheques and approve payments.

Prop: Cllr Askew

2nd: Cllr Wilkinson

Agreed.

16. Planning Matters

a. Applications received since last meeting:

i **19/00185/F Proposed single-storey extension to dwelling. Erection of detached garage/workshop with annex/games room over (ancillary to dwelling). Demolition of existing workshop and portabin at Willowdene Farm, Moyses Bank.** The PC discussed the application and made a decision to SUPPORT the application.

b. Planning decisions from the BC. The following application had been approved:

i **18/01990/PACU3 Prior approval for a proposed change of use of agricultural building to dwelling at St Peters Farm, Middle Drove.**

17. Public Speaking

No members of the public were present.

18. Councillors Concerns and Agenda Items for the Next Meeting

Items to remain on agenda as already agreed.

Cllr Coleman mentioned an issue with rubbish dumped on a field on School Road but the Chair advised that this had already been reported and the matter was in hand.

Cllr Norman asked that the PC acknowledge their thanks to the members of the PFMP who had given their time to help with the laying of the material in the playing field car park.

19. Date of Next Parish Council Meeting

Monday 11th March 2019 at 7.00pm for a Playing Field Management Partnership Meeting followed by an Ordinary Parish Council meeting at 7.30pm; all meetings at Marshland Hall.

Cllrs Coleman and Gathercole to check accounts before the March and April meeting.

Meeting closed at 8.21pm.