

MARSHLAND ST JAMES PARISH COUNCIL

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

Present

Councillors: Askew (Chair), Coleman, Didwell, Gathercole, Redhead, Norman and Thorpe.
Borough Councillor Long

3 members of the public

Clerk – S Thorpe

1. Apologies for Absence

Apologies had been received from Cllr Wilkinson and County Councillor Humphrey.

2. Confirm Minutes of Meeting Held on 14th October 2019

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 14 a(ii) and Cllr Thorpe declared an interest in item 18.

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 Humphrey had agreed to purchase some signs and the Highways Engineer was currently considering the appropriate number and locations.

6. Correspondence

Circulated prior to meeting: BC – new property addresses of 4 & 5 Signal Close, Walstan Farm, Moyses Bank; Police – newsletters, rural crime newsletters, scam alerts, updates; NALC – newsletters; NCC – Norfolk Fire & Rescue Integrated Risk Management Plan, early help services directory and bulletin, budget consultation on recycling credit rate; Norfolk County Farms – invite to annual tenants meeting; CAN – events news and sector news; Came & Co – newsletter; Shakespeare Guildhall Trust – programme news. Brought to meeting: Clerks & Councils Direct newsletter.

7. Playing Field Management Partnership (PFMP)

Sport England had offered to include the cost of flood lighting for the MUGA with their grant award but they may not also give the full amount of £10k requested. Initial enquiries had suggested that the cost of flood lighting could be between £25-£35k.

To include flood lighting in the project.

Prop: Cllr Norman

2nd: Cllr Coleman

Agreed.

Clerk to obtain quotations and advise Sport England.

- a. Three quotations had been obtained for the CCTV survey of the culvert under the road. The quotations were discussed.

To accept the quotation from Mr High (All Clear Drainage)

Prop: Cllr Gathercole

2nd: Cllr Norman

Agreed.

- b. Various quotations had been received for different options on repairs to the damage to the car park. The quotations were discussed.

To accept the quotation from Harris Road Contractors of £6330 as long as this was like for like with the other quotation for patching, improvements to drainage and resurfacing between the Hall and PC car park.

Prop: Cllr Norman

2nd: Cllr Gathercole

Agreed.

Work to be carried out in the Spring and contractor to be asked to hold price until then. Funding for project to be discussed in future.

8. Additional bank account to hold grant funding

Cllr Coleman had asked for the item on the agenda as she felt that an additional account should be opened to hold the grant money. The PC already had an account which was called the “playing field account” and only held funds donated for playing field maintenance/improvements. It was suggested that this account could be used.

To use the “playing field account” but change the name of the account to Skate Ramp and MUGA improvement fund (SRAMIF) account.

Prop: Cllr Thorpe

2nd: Cllr Coleman

Agreed.

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

9. Neighbourhood Plan for the village

Some initial suggestions had been made to consider the following categories: housing; environment; village amenities; transport & traffic management; leisure & well-being; and business & local economy. A brief discussion took place on the next stage; due to the time of the year it was felt that it could be best to wait until the new year before moving forward with any public meeting or consultation.

To ask the BC to designate the whole parish as a Neighbourhood Plan area

Prop: Cllr Askew

2nd: Cllr Thorpe

Agreed.

10. Communication Policy in relation to social media

A draft policy had been produced and circulated to all before the meeting.

To adopt the draft communication and social media policy.

Prop: Cllr Thorpe

2nd: Cllr Didwell

Agreed.

11. Dog fouling and request for dog waste bins

A letter had been received from a resident, which included a note of support from three other residents, regarding dog fouling on Rustons Road and a request for dog waste bins. The matter was discussed and it was agreed that evidence suggests that installation of dog waste bins did not remove the problem of dog fouling as some dog owners do not feel they need to clean up after their dog in rural areas, even though this is an offence. It was agreed that dog owners who are minded to clean up after their dogs will do so without bins whilst others will not, even if bins are present. It was noted that a lot of bins would be needed to cover the whole village.

To refuse the request to install dog waste bins due to the cost involved but look into providing additional signs advising that dog fouling is an offence.

Prop: Cllr Norman

2nd: Cllr Coleman

Agreed.

12. Highways issues

Reports from Highways:

Black Drove – pot holes had been filled

Walton Road – (near Harps Hall corner) – damage to road surface did not meet their criteria for repair but they would continue to monitor.

Reported issues which were still outstanding to be followed up:

Smeeth Road (near Walsoken Road junction) – Openreach manhole cover lid broken

Smeeth Road (Emneth Hungate) – railing installed too far from road

Black Drove (near Ivy House Farm) pot hole

School Road, Terrington St John (near village gateways) – pot holes

Smeeth Road (near 91) – dip in road

Cllr Askew and Gathercole still needed to take a look at the areas where letters had been sent to residents about overhanging hedges and trees. Some had been resolved. Cllr Gathercole was still awaiting a meeting with the new Highways technician; this had been chased by the Clerk and Cllr Gathercole.

Action: Clerk to report issues to Highways, Openreach and other parishes as relevant.

13. Finance

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

Prop: Cllr Askew

2nd: Cllr Gathercole

Agreed.

Cllr Norman advised that he was away on Remembrance Sunday (10th November) and had therefore approached the Primary School who were happy for the children to lay the wreath at 11am on Monday 11th November.

b. *Accept accounts to 31st October 2019.*

Prop: Cllr Coleman

2nd: Cllr Didwell

Agreed.

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

CGM Group Ltd – grounds maintenance

£297.00

RBL Poppy Appeal – S137 donation

£25.00

Agree to sign cheques and approve payments.

Prop: Cllr Askew

2nd: Cllr Thorpe

Agreed.

14. Planning Matters

a. Applications received since last meeting:

i. **19/01795/CU Retrospective change of use of land for the keeping of dogs at Nightingale House, 224 Smeeth Road.** The Clerk advised that she had spoken to the Planning Officer to clarify the purpose of the application and he had advised that the occupants had 10 dogs within the house and were using them for breeding; this meant

that they were running a business from the property which required planning permission. The application was discussed.

That the PC should OBJECT to the application on the basis that it was intrusive to the neighbours and an incompatible or unacceptable use of a residential dwelling.

Prop: Cllr Thorpe 2nd: Cllr Gathercole Agreed.

ii *Cllr Gathercole left the meeting at this point.*

19/01906/O Outline application some matters reserved: Proposed residential development at land W of 47 School Road. The application was discussed.

That the PC should OBJECT to the application as it was outside the development boundary for the village.

Prop: Cllr Coleman 2nd: Cllr Thorpe Agreed.

Cllr Gathercole returned to the meeting at this point.

iii **19/01907/O Outline application: Proposed residential development at land NE of 36 School Road.** The application was discussed.

That the PC should OBJECT to the application as it was outside the development boundary for the village.

Prop: Cllr Thorpe 2nd: Cllr Gathercole Agreed by majority.

b. Planning decisions from the BC.

i. **19/01467/F Proposed extension at 218 Smeeth Road** – permitted.

15. Public Speaking

Resolved that meeting be adjourned for public speaking.

Prop: Cllr Gathercole 2nd: Cllr Askew Agreed.

Meeting re-started.

16. Councillors Concerns and Agenda Items for the Next Meeting

Items to remain on agenda as already agreed.

17. Date of Next Parish Council Meeting

Monday 9th December 2019 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 Gathercole and Partridge to check accounts before December and January meeting.

18. Confidential item (public and press excluded)

Review of pay scale for Clerk

Members of the public, Cllr Long, Cllr Thorpe and the Clerk left the meeting at this point.

Resolved to increase the Clerks salary to SCP 26 in April 2020, but to backdate the increase to January 2020, and then to increase to SCP 29 from April 2021.

Prop: Cllr Redhead 2nd: Cllr Didwell Agreed by majority.

The Clerk returned to the meeting.

Meeting closed at 9.20pm.