

MARSHLAND ST JAMES PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting held on 14th October 2019

Present

Councillors: Askew (Chair), Coleman, Didwell, Gathercole, Partridge, Redhead, Norman, Thorpe & Wilkinson.

1 member of the public

Clerk – S Thorpe

1. Apologies for Absence

Apologies had been received from Cllrs Ayres and Long (Borough Councillors).

2. Confirm Minutes of Meetings Held on 9th and 23rd September 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

Cllr Coleman asked the Chair for advice on whether she should declare an interest in item 17a(i) as the land bordered her property. The Chair advised that it was up to Cllr Coleman to decide but asked the Clerk to comment. The Clerk advised that it was up to Cllrs to decide if they wished to declare an interest but some other Cllrs had declared a non-pecuniary interest in similar situations in the past. Cllr Coleman gave the matter some thought and then advised that she did not wish to declare an interest in this item.

4. Public Speaking

Resolved that meeting be adjourned for public speaking,

Prop: Cllr Askew

2nd: Cllr Norman

Agreed.

Meeting re-started.

5. Matters Arising

Mintlyn had advised that they had asked for the tap at the cemetery to be repaired in August but as the repair had not held they would arrange for the tap to be replaced. Openreach had reported that they had finished looking into the complaint about the poles on Black Drove and that they had been advised that the poles had been shifted. Highways had advised that the overhanging hedge on School Road had been trimmed. The Highways Engineer had recently provided details to Cllr Humphrey (County Councillor) about the cost of the horse and rider warning signs. The Clerk was still awaiting a reply from Cllr Humphrey as to whether he would pay for the signs.

6. Correspondence

Circulated prior to meeting: BC – Parish update presentation, planning policy review, Council Tax support scheme consultation; Police – rural crime newsletters, scam alerts, advice on heating oil thefts; NALC – newsletters, details of AGM, invitation to launch of community, well-being and environment initiative; NCC – Norfolk Minerals & Waste Local Plan: Preferred options consultation, invite to Parish Paths seminar on 28th October, early help services directory, bulletin & half term activities, info on application for deposits under section 31(6) of the Highways Act 1980; Local Government Boundary Commission – Division boundaries for NCC; RAF Marham – Community information event 30th October. Brought to meeting: Confirmation of CIL payment of £2145.60.

7. Playing Field Management Partnership (PFMP)

The PFMP had asked the PC to authorise the expenditure of £20 plus VAT to cover the cost of soil analysis for the bowls green.

To authorise the expenditure

Prop: Cllr Coleman

2nd: Cllr Wilkinson

Agreed.

Cllr Coleman asked if the PC could consider opening a separate bank account to hold the grant funding for the replacement skate ramp and MUGA refurbishment. Item to be placed on the agenda for the next meeting.

8. Quotation for replacement of the Village Sign

Two further quotations had been received, details were provided and it was noted that both were more expensive than the first quotation. The insurance broker had advised that a claim could be made for up to £1536.96 (less £250 excess). A discussion took place on the quotations.

That the quotation from Fiona Davies for £3170 should be accepted and a claim should be made on the insurance policy, with the balance being taken from the CIL

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

funding. Prop: Cllr Norman 2nd: Cllr Gathercole Agreed.

9. Neighbourhood Plan for the village

The Clerk provided a presentation on the process involved in producing a Plan. A discussion took place.

*To agree in principle to start the process of producing a Neighbourhood Plan
Prop: Cllr Wilkinson 2nd: Cllr Thorpe Agreed.*

Members to go away and give thought to a few items to be considered for inclusion in a Plan and then discuss options before the next PC meeting.

10. Communication Policy in relation to social media

Cllr Didwell had asked for the item to be included following information she received at a recent councillor training event. She felt many residents did not know about the PC or its activities and that social media could be used to improve the situation; however, it had been recommended to set up a communication policy prior to the PC using social media to promote itself. A discussion took place on the use of social media. Most members agreed that it could be a useful tool to keep residents informed but that it was not a suitable platform for residents to contact the PC.

*That the Clerk should produce a draft communication policy for consideration.
Prop: Cllr Askew 2nd: Cllr Wilkinson Agreed.*

11. Community speed watch scheme for the village

Cllr Redhead advised that he now had sufficient volunteers to set up a scheme for the village and just needed approval from the PC to get started.

*To approve a community speed watch scheme for the village
Prop: Cllr Wilkinson 2nd: Cllr Partridge Agreed.*

Thanks, were expressed to Cllr Redhead for his work on this issue.

12. Invitation to take part in a ‘parishes meeting’ with other villages

Terrington St John PC had contacted the PC along with two other local PCs to see if they were interested in getting involved in a parishes meeting to develop closer relationships to deal with issues that affect us all. The matter was discussed and Cllr Thorpe expressed an interest in attending the first meeting, which was planned to be held in Terrington St John.

*That Cllr Thorpe attend the first meeting on behalf of the PC and report back
Prop: Cllr Thorpe 2nd: Cllr Askew Agreed.*

13. Correspondence regarding condition of dwellings

A resident had contacted the PC to express concern about the condition of two empty properties on Smeeth Road. A brief discussion took place on this issue, it was agreed that the PC was not able to take any action unless overgrown vegetation became a problem by obstructing the footpath or highway. Clerk to respond to resident.

14. Correspondence regarding the condition of the trod

A resident had contacted the PC to express concern about the condition of the trod in areas where new dwellings were being constructed on Smeeth Road. Members agreed that this matter was discussed regularly at PC meetings but the advice from Highways had been that no action should be taken until the construction process was complete. Clerk to respond to resident.

15. Highways issues

Issues which had been resolved:

Chapel Road/School Road, Tilney Fen End – pot holes

Reported issues which were still outstanding to be followed up:

School Road (opposite former pub) – brambles overhanging road. Highways had advised that they had resolved the issue but only part of the problem had been solved.

Trinity Road (near No 28) – dip in road. Highways had been unable to locate the issue. Bonnetts Lane – pot holes.

School Road (near Church Farm Cottages) – damaged culvert still needed attention.

Road approaching Edge Bank, Emneth – overhanging trees had been reported to PC.

Smeeth Road – stones and vegetation on verge. Follow up action with Highways.

Walton Road (near Harps Hall corner) – damage to road surface still needed repair.

Cllr Askew and Gathercole to take a look at the areas where letters had been sent to residents about overhanging hedges and trees. Some had been resolved but not all.

Cllr Gathercole asked for the contact details of the new Highways technician so that he could arrange to meet him and take him around the village to show him some of the

outstanding issues.

Action: Clerk to report issues to Highways.

16. Finance

- a. *Accept accounts to 30th September 2019.*
Prop: Cllr Coleman 2nd: Cllr Didwell Agreed.
- b. The list of payments due as follows was read out:
 Norfolk ALC – councillor training £72.00
 E & DE Gathercole – repairs to play area/ playing field maintenance £56.40
 MDCSC – six monthly donation to assist with running costs £2000.00
Agree to sign cheques and approve payments.
Prop: Cllr Wilkinson 2nd: Cllr Partridge Agreed.
- c. External Auditors Report and conclusion of audit – The external auditors report had now been received and they had found no cause for concern or raised any comments or suggestions. The final stage of posting the report and notice of conclusion on the PC website had been completed.
- d. Mid-year financial update for 2019/20 – documents had been given to all prior to the meeting showing a breakdown of expenditure for the first six months of the year. A brief discussion took place on the figures.

17. Planning Matters

- a. Applications received since last meeting:
- i. **19/01713/F Proposed new dwelling at land rear of Victoria House, Bonnetts Lane.**
 The application was discussed.
That the PC should OBJECT to the application on the basis of Highways concerns; loss of privacy for neighbouring properties and not in keeping with the linear style of the village.
Prop: Cllr Norman 2nd: Cllr Partridge Agreed.
- ii. **19/01735/F Demolition of existing single-storey side extension and construction of new larger two-storey extension at 421 Smeeth Road.** The application was discussed and it was agreed by all to SUPPORT the application.
- b. Planning decisions from the BC.
- i. **18/01999/F Proposed agriculturally tied dwelling and agricultural building at plot of land approximately 200m south of Willowdale Farm, Moyses Bank** – permitted.
- ii. **17/00732/CU Change of use of stables and field from horses to dog kennelling and exercising area for dogs at 300 Smeeth Road** – refused.
- c. Correspondence from a resident regarding a recent planning application – the email was discussed and a response was agreed. Clerk to respond to resident.
- d. Additional meetings to discuss planning applications – members discussed whether there was always a need to have an additional meeting to discuss planning applications which needed a response before the next PC meeting.
That the Clerk should email the details of applications to members and if one member requested a meeting to discuss the application then it should be arranged.
Prop: Cllr Wilkinson 2nd: Cllr Askew. Agreed.
- e. Planning update session from the Borough Council – slides from the presentation had been forwarded to all members and if anyone had any questions, they should contact the Clerk who had attended the event.

18. Public Speaking

Resolved that meeting be adjourned for public speaking.

Prop: Cllr Wilkinson 2nd: Cllr Gathercole

Agreed.

Meeting re-started.

19. Councillors Concerns and Agenda Items for the Next Meeting

Items to remain on agenda as already agreed.

20. Date of Next Parish Council Meeting

Monday 11th November 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 Coleman and Didwell to check accounts before November meeting.

Meeting closed at 9.22pm.