

MARSHLAND ST JAMES PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting held on 9th September 2019

Present

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

1 member of the public

Clerk – S Thorpe

1. **Apologies for Absence**

No apologies had been received.

2. **Confirm Minutes of Meetings Held on 8th July and 5th August 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**

Resolved that meeting be adjourned for public speaking,

Prop: Cllr Gathercole 2nd: Cllr Norman

Agreed.

Meeting re-started.

5. **Matters Arising**

Openreach had investigated the issue regarding the telegraph poles installed on Black Drove and advised that they had instructed their contractor to return to the site and move the 3 poles to a suitable position away from the road.

The Highways Engineer had advised that he was not prepared to cover the cost of installing horse and rider signs from his budget but if Cllr Humphrey (County Councillor) was willing to pay for them from his budget they could be installed. The Clerk had contacted Cllr Humphrey, who had asked the Highways Engineer for the cost of the signs before he made a decision.

6. **Correspondence**

Circulated prior to meeting: BC – new property address from Marshland Arms to 47 School Road, application for new premises license at Marshland Cider, 412 Smeeth Road; Police – rural crime newsletters, scam alerts, info on meeting with local inspector on 17th Sept, info on community engagement drop in sessions; public consultation by Crown Prosecution Service; NALC – independent living skills programme, community, well-being and environment initiative; CAN – sector news; NCC – early help services directory & bulletin, Norwich western link preferred route, info on “Farming and the Highway,” parish roadside tree inspection programme, info on application for deposits under section 31(6) of the Highways Act 1980; Active Places – newsletter; Shakespeare’s Guildhall – newsletter and call for volunteers; RAF Benevolent Fund – community connector service. Brought to meeting: Clerks and Councils Direct.

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

The PFMP had asked the PC to authorise additional cuts of the grass at the playing field, if requested by the football teams and approved by a member of the PFMP.

To approve the cost of additional cuts.

Prop: Cllr Gathercole 2nd: Cllr Didwell

Agreed.

8. **Quotation for replacement of the Village Sign**

One quotation had currently been received which was for £2180 to replace the top panel in fibreglass and £990 to replace the name plate, making a total of £3170. The insurance broker had been contacted to see if a claim could be made but no response had yet been received. Clerk to obtain additional quotes and reply on insurance.

9. **Neighbourhood Plan for the village**

Cllr Thorpe advised that he had asked for this to be put on the agenda as he felt it was time the PC considered starting a Neighbourhood Plan so that the residents had more control in the future development of the village. A brief discussion took place and it was agreed that the Clerk, who had experience in producing a Neighbourhood Plan, should give a 15 minutes presentation at the next PC meeting so that the matter could be considered further.

10. **Police Liaison Representative**

Cllr Coleman had previously been the representative but this appointment had not

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been considered in May when all of the other representatives had been appointed.

To appoint Cllr Coleman as the representative.

Prop: Cllr Wilkinson 2nd: Cllr Thorpe Agreed.

To also appoint Cllr Redhead, as the PC could have two representatives.

Prop: Cllr Gathercole 2nd: Cllr Norman Agreed.

11. **Highways issues**

Reported issues which were still outstanding:

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

School Road (opposite former pub) – brambles overhanging road. Highways had agreed they would cut back whilst they investigated ownership.

Trinity Road/Smeeth Road junction – hedge and field needs cutting.

New issues to report and old issues to follow up:

Smeeth Road (St Johns Fen End corner) – trees/hedges overhanging road/footpath.

Trinity Road (near No 28) – dip in road.

Smeeth Road (near No 91) – dip in road. Clerk had recently reported this issue.

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.

Smeeth Road – damage to trod by new dwellings. Action to be taken when completed.

Smeeth Road (Cemetery) – water tap has been leaking for some time and reported by residents but no action taken by BC.

Action: Clerk to report issues to Highways, other PCs and BC as appropriate.

12. **Finance**

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

Prop: Cllr Askew 2nd: Cllr Wilkinson Agreed.

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

Miss S Thorpe – expenses/admin/training £77.87

CGM Group Ltd – grounds maintenance for July/August £615.00

Westcotec Ltd – street lighting maintenance for 6 months £135.00

URM (UK) Ltd – bottle bank emptying £7.20

PKF Littlejohn LLP – external auditors fee £240.00

Viking Direct – toner for printer £73.79

British Sugar plc – lawn dressing for bowls green £810.00

(cheque received from Bowls Club for £175.00 to cover amount over budget)

Agree to sign cheques and approve payments.

Prop: Cllr Norman 2nd: Cllr Wilkinson Agreed.

13. **Planning Matters**

a. Applications received since last meeting:

i. **19/01467/F Proposed extension at 218 Smeeth Road.** The application was discussed and it was agreed by all to SUPPORT the application.

b. Planning decisions from the BC.

i. **19/00804/RM Reserved matters for construction of a dwelling at Homeland, 337 Smeeth Road** – permitted.

14. **Public Speaking**

Resolved that meeting be adjourned for public speaking.

Prop: Cllr Wilkinson 2nd: Cllr Askew Agreed.

Meeting re-started.

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

Items to remain on agenda as already agreed.

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

Monday 14th October 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 October and November meetings.

Meeting closed at 8.41pm.