

## MARSHLAND ST JAMES PARISH COUNCIL

### Minutes of the Annual Parish Council Meeting held on 17<sup>th</sup> May 2021

#### Present

Councillors: Askew (Chair), Coleman, Gathercole, Norman, Thorpe & Wilkinson.  
County Councillor Dawson.

1 member of the public

Clerk – S Thorpe

#### 1. Election of Chair

*To re-elect Cllr Askew as Chair of the Parish Council for 2021/22.*

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

Cllr Askew accepted the position and signed the declaration of acceptance.

#### 2. Election of Vice-Chair

*To re-elect Cllr Gathercole as Vice-Chair of the Parish Council for 2021/22.*

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

Cllr Gathercole accepted the position and signed the declaration of acceptance.

#### 3. Apologies for Absence

Apologies had been received from Cllr Didwell and Cllr Redhead.

#### 4. Confirm Minutes of Meetings Held on 8<sup>th</sup> & 30<sup>th</sup> March 2021

Having been circulated before the meeting the minutes were accepted as a true and accurate record by all present at the meetings.

#### 5. Declarations of Interest

None.

#### 6. Public Speaking

*Resolved that meeting be adjourned for public speaking,*

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

*Meeting re-started.*

#### 7. Planning Matters

##### a. Applications received since last meeting:

- i. **21/00325/F Removal or variation of condition 2 of planning permission 17/01898/F: Proposed new dwelling and associated works at Marshfield, 11 Trinity Road.** The PC had considered the application since the last meeting and agreed to SUPPORT the application.
- ii **21/00430/RM Reserved matters: erection of one dwelling (plot 1) at Land SW of 146 and W of 145 Smeeth Road.** The PC had considered the application since the last meeting and agreed to SUPPORT the application.
- iii **21/00410/F Proposed extension and alterations including porch, rendering of front elevation and side and rear extensions at Homefield House, 19 Smeeth Road.** The PC had considered the application since the last meeting and agreed to SUPPORT the application.
- iv **21/00675/F Removal or variation of condition 1 of planning permission 17/01728/RM Reserved matters application, proposed 3 no. 4-bed new dwellings at 171 Smeeth Road.** The PC had considered the application since the last meeting and agreed to SUPPORT the application.
- v **21/00516/F Single storey extension to rear of dwelling at 246 Smeeth Road.** The PC had considered the application since the last meeting and agreed to SUPPORT the application.
- vi **21/00727/F Agricultural implement store at Elliott House, Hunters Drove.** The application was discussed and it was agreed to SUPPORT the application, five votes in favour and one against.
- vii **21/00606/F Variation of conditions 2 and 3 of planning permission 20/01845/F: Proposed residential dwelling at Victoria House, 8 Bonnetts Lane.** The application was discussed and it was agreed by all to make NO OBSERVATIONS on the application.
- viii **21/00643/F Erection of 2-storey side extension onto dwelling and erection of 2-car garage at 4 Walton Road.** The application was discussed and it was agreed by all to SUPPORT the application.
- ix **21/00633/RM Reserved matters: construction of dwelling on plot 2 at land SW of**

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



**13. Increase in fly tipping**

It was noted that there had been an increase in fly tipping over the last few months but it seemed to have reduced again lately. All incidents of fly tipping should be reported to the Borough Council via their website, and photos provided if possible.

**14. Current speed limit on Smeeth Road and speeding vehicles**

An email had been received from a new resident to the village expressing concern about speeding motorists and enquiring about a reduction in the current speed limit. The Clerk had replied to explain the history of previous discussions on these issues which had included that speeding motorists was a police enforcement issue but they did not have the resources to carry out regular checks and recommended the PC to consider setting up a Community Speed Watch Scheme, which had been successful in helping to tackle the problem in other villages. In the past the PC had tried to set up a scheme but had been unable to get sufficient volunteers. In relation to the current speed limit, NCC Highways Department had previously advised that they felt 40mph was appropriate for the village. A significant number of additional properties had been built since this assessment; however, even if the Highways Department did agree that 30mph was now appropriate there was no funding for such a scheme, which was very expensive and the only way to achieve this would be for the PC to fund it, but the PC did not have sufficient reserves to do this.

The matter was discussed and it was agreed that the PC should try again to see if sufficient volunteers could be found to start a Community Speed Watch Scheme.

*Action: Clerk to respond to resident, contact appropriate Councillors to get started on this and item to be placed on the next agenda.*

**15. Highways issues**

Chapel Road (between Downham's and old chapel) – pot holes had been repaired.  
Walsoken Road (opposite Cooper's Transport) – road has slipped away into the dyke and temporary plastic posts had been installed. Highways had advised they would monitor the situation but were satisfied that no action was needed at the moment.

Outstanding issues to follow up and new issues to report:

Smeeth Road (No 153) – pot holes had been repaired but to a poor standard.

Smeeth Road (junction of School Road/Walton Road) – finger post still not replaced.

School Road – overhanging trees reported previously still not trimmed.

Smeeth Road – hedges overhanging footpath.

Gravel Bank – Hedges overhanging road.

Bonnetts Lane/Smeeth Road junction – overhanging trees.

Smeeth Road (junction with Long Lots/Rustons Road) – poor road surface.

Smeeth Road (junction with School Road/Walton Road) – poor road surface.

School Road (junction with Rands Drove) – street name sign for Rands Drove needs repairing. Cllr Coleman to provide photo and Clerk to report to BC.

*Action: Clerk to report new issues and follow up outstanding issues.*

**16. Finance**

a. Supporting Statements for Annual Governance & Accountability Return (AGAR)

A copy of the documents had been given to all Councillors prior to the meeting.

*To accept the Supporting Statements.*

*Prop: Cllr Wilkinson*

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

*Agreed.*

b. Internal Auditors Report for 2020/21.

A copy had been provided to members before the meeting; it confirmed that the Internal Audit had been conducted and that the Auditor was satisfied that the PC had conducted its affairs appropriately.

*To accept the Internal Auditors Report.*

*Prop: Cllr Norman*

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

*Agreed.*

c. Statement on Internal Control for 2020/21.

A copy of the document had been given to all members prior to the meeting.

*To approve the Statement on Internal Control.*

*Prop: Cllr Wilkinson*

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

*Agreed.*

d. Completion of Annual Governance Statement for 2020/21 from the AGAR

The Annual Governance Statement was read out at the meeting.

*To agree to answer "yes" to statements 1-8 on page 4 of the Annual Return.*

*Prop: Cllr Gathercole*

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

*Agreed.*

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

- e. Acceptance of Accounting Statements for 2020/21 from the AGAR  
*To approve the Accounting statements on page 5 of the Annual Return.*  
*Prop: Cllr Askew 2<sup>nd</sup>: Cllr Gathercole Agreed.*  
 The exercise of electors' rights would run from 14<sup>th</sup> June to 23<sup>rd</sup> July 2021. All relevant documents would be displayed on the PC website.
- f. Donation to St James Church in support of building which was used as a community facility.  
*To make a donation of £350 in support of the building as a community facility.*  
*Prop: Cllr Norman 2<sup>nd</sup>: Cllr Gathercole Agreed by a majority.*
- g. *Accept accounts to 30<sup>th</sup> April 2021.*  
*Prop: Cllr Thorpe 2<sup>nd</sup>: Cllr Wilkinson Agreed.*
- h. The list of payments due for April & May as follows was read out:
- |  |          |
|--|----------|
| Harris Road Contractors Ltd – repairs to car park at playing field | £7596.00 |
| Fenland Leisure Products Ltd – play area repairs                   | £3221.12 |
| NPFA – membership subscription 2021/22                             | £25.00   |
| Norfolk CC – allotment rent  | £370.00  |
| Haven Power – street lighting electric April & May                 | £144.06  |
| Mrs C M Hurley – Internal Audit fee                                | £50.00   |
| CGM Group Ltd – grounds maintenance for April                      | £90.00   |
| Norfolk ALC – membership subscription for 2021/22                  | £277.37  |
| CAN – membership subscription for 2021/22                          | £50.00   |
| Miss S J Thorpe – clerks' salary for April & May                   | £1150.40 |
| E & DE Gathercole – grounds maintenance                            | £76.98   |
| King's Lynn IDB – drainage rates                                   | £78.00   |
| Pitchcare.com – bowls green maintenance                            | £145.86  |
- Agree to sign cheques and approve payments.*  
*Prop: Cllr Askew 2<sup>nd</sup>: Cllr Wilkinson Agreed.*
- i. *To approve the Parish CIL Annual Report*  
*Prop: Cllr Norman 2<sup>nd</sup>: Cllr Thorpe Agreed.*
- 17. Public Speaking**  
*Resolved that meeting be adjourned for public speaking.*  
*Prop: Cllr Askew 2<sup>nd</sup>: Cllr Gathercole Agreed.*  
*Meeting re-started.*
- 18. Councillors Concerns and Agenda Items for the Next Meeting**  
 "Order of items on the agenda," "Neighbourhood Plan" and "Community Speed Watch Scheme" to be added to the agenda for the meeting. Other items to remain on agenda as already agreed.  
 The Chair thanked Cllr Norman for his refurbishment of the seat outside the church and he advised that a resident had contacted him to complement him on the work.
- 19. Date of Next Parish Council Meeting**  
 Monday 14<sup>th</sup> June 2021 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 Thorpe & Wilkinson to check accounts before the June meeting.  
 Meeting closed at 8.53pm.