

## MARSHLAND ST JAMES PARISH COUNCIL

### Minutes of an Ordinary Parish Council Meeting held on 12<sup>th</sup> July 2021

#### Present

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

1 member of the public

Clerk – S Thorpe

#### 1. Apologies for Absence

Apologies had been received from Cllr Coleman.

#### 2. Confirm Minutes of Meeting Held on 14<sup>th</sup> June 2021

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

None.

#### 4. Public Speaking

The member of the public did not wish to speak at this stage.

#### 5. Planning Matters

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

i. **21/01095/F Erection of a timber single storey granny annexe for ancillary use to the main dwelling at 332 Smeeth Road.** The application was discussed and it was agreed by all to SUPPORT the application as long as a condition was placed on any approval that the annexe was to remain as ancillary to the dwelling.

ii. **21/01132/CU Change of use of residential dwelling (use Class C3) to children's care home (use Class C2) at 47 School Road.** The application was discussed. It was felt that this change of use would not cause an increase in traffic and it was agreed by all to SUPPORT the application.

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

i. **21/00430/RM Reserved matters: Erection of one dwelling (plot 1) at Land SW of 146 and W of 145 Smeeth Road.**

ii. **21/00643/F Erection of 2-storey side extension onto dwelling and erection of 2-car garage at 4 Walton Road.**

iii. **21/00606/F Variation of conditions 2 and 3 of planning permission 20/01845/F: Proposed residential dwelling at Victoria House, 8 Bonnetts Lane.**

iv. **21/00888/F Proposed single storey front extension and proposed two storey side extension to dwelling at Willow Farm, Black Drove.**

v. **21/00727/F Agricultural implement store at Elliott House, Hunters Drove.**

#### 6. Matters Arising

None.

#### 7. Correspondence

Circulated prior to meeting: NCC – Parish Partnership Scheme for 2022/3; NALC – wellbeing updates, weekly bulletins; Police – parish newsletter, consultation on Norfolk County Community Safety Partnership, news alerts; BC – slides from Local Plan Review Briefing for Town & Parish Councils, new house name at 131 Smeeth Road, Love West Norfolk launch of petition for QE Hospital; Updates from County Councillor Dawson; Medworth Energy from Waste Combined Heat & Power facility consultation; email from resident querying the need for wheelie bin and contractor to collect litter and empty the bins. Brought to meeting: Clerks & Councils Direct Newsletter.

#### 8. Arrangements for appointment of a new Clerk/RFO

The Clerk had given her resignation due to taking up a new role at Norfolk ALC. She had agreed to approach other local Clerks who might be interested in taking on the position. It was agreed that interviews would take place with applicants; Cllrs Askew, Wilkinson and Norman to be on the interview panel with Cllrs Didwell and Gathercole to act as reserves if needed.

#### 9. Repairs to the entrance to the playing field

The Clerk was still chasing up quotations but so far had been unable to obtain more than one quote. The Playing Field Management Partnership (PFMP) had asked for the PC to authorise Cllrs Gathercole & Norman to carry out emergency temporary repairs which were likely to cost up to £100.

*To approve the request.*

*Prop: Cllr Thorpe*

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

*Agreed.*

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

- 10. Contractor for bin emptying and litter picking**  
A resident had queried why the PC had not tried to find volunteers to carry out the work; the PC agreed that this had not been considered due to being unable to find volunteers in the past. The PFMP had considered the applications and recommended appointment of a contractor to carry out the work at a cost of £60.06 per month.  
*To approve the request.*  
*Prop: Cllr Norman                      2<sup>nd</sup>: Cllr Gathercole                      Agreed.*
- 11. Playing Field Management Partnership (PFMP)**  
The PFMP had asked the PC to approve the use of spare money in the budget for maintenance of the bowls green to install some slabs near the green at a cost of approximately £200.  
*To approve the request.*  
*Prop: Cllr Wilkinson                      2<sup>nd</sup>: Cllr Gathercole                      Agreed.*  
The car park had not been sprayed with weedkiller as requested. Clerk to chase up contractor.
- 12. Neighbourhood Plan**  
Members of the Neighbourhood Plan Steering Group (NPSG) had held a virtual meeting with members of the BC Planning Policy team. This had been arranged to discuss initial ideas and talk through the next steps. Clerk to arrange a meeting for the NPSG to discuss follow up action.
- 13. Community Speed Watch Scheme**  
Cllr Redhead advised that he did not believe any application forms had been returned to Norfolk Constabulary. Item to remain on agenda for next meeting to provide an update on number of applications returned and next steps.
- 14. Commuted sum for future costs associated with adoption of street lighting on the new development off School Road**  
Some additional information was still needed before the calculation could be completed. To carry item forward to next meeting.
- 15. Funding from Norfolk County Council for a reduced speed limit in the village**  
County Councillor Dawson had provided information on funding from NCC which could be available to help with the cost of a reduced speed limit in the village. It was agreed to pursue this option.
- 16. Quotation for cleaning Village Gateways**  
A quotation of £50 per occasion to clean the gateways had been received. The contractor was willing to carry out the work as and when required.  
*To ask the contractor to carry out the first clean as soon as possible.*  
*Prop: Cllr Norman                      2<sup>nd</sup>: Cllr Thorpe                      Agreed.*
- 17. Highways issues**  
Cllr Gathercole had not heard back from the Highways technician with regard to meeting up with him to discuss several issues. Clerk to chase up.  
New issues to report and outstanding issue to follow up:  
Walton Road/Smeeth Road junction – overhanging trees/vegetation obscuring view  
Trinity Road/Smeeth Road junction – overhanging hedge  
Black Drove/School Road junction – grass/weeds in road  
Rungays Bridge, Black Drove – no action from NCC regarding repairs to bridge  
Rungays Bridge, Black Drove – no action on fencing obscuring view  
*Action: Clerk to report new issues and follow up outstanding issues.*
- 18. Finance**
- a. *Accept accounts to 30<sup>th</sup> June 2021.*  
*Prop: Cllr Wilkinson                      2<sup>nd</sup>: Cllr Thorpe                      Agreed.*
- b. The list of payments due for July as follows was read out:
- |  |            |
|--|------------|
| Viking Direct – paper & toner                                | £86.09     |
| King's Lynn IDB – grounds maintenance                        | £72.00     |
| E & DE Gathercole – grounds maintenance                      | £83.06     |
| Miss S J Thorpe – clerk's expenses                           | £77.10     |
| Fenland Leisure Products Ltd – supply of skate ramp          | £29,940.00 |
| Haven Power – street lighting electric July                  | £70.82     |
| CGM Group Ltd – grounds maintenance for June                 | £30.00     |
| Miss S J Thorpe – clerk's salary for July                    | £575.20    |
| Mr J Norman – refund of costs of weed & feed for bowls green | £82.50     |

*Agree to sign cheques and approve payments.*

*Prop: Cllr Askew*

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

*Agreed.*

**19. Public Speaking**

The member of the public raised a query about the defibrillator and was advised that this was not a PC asset.

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

Items to remain on agenda as already agreed.

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

Monday 13<sup>th</sup> September 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 Askew & Coleman to check accounts before the September & October meeting.

Meeting closed at 8.34pm.