

MARSHLAND ST JAMES PARISH COUNCIL
Minutes of an Ordinary Parish Council Meeting
Held on 13th September 2021

Attendance and apologies (Agenda Item 1)

Elected Members		Present	Absent	Apologies
Cllr Askew	Chair	Yes		
Cllr Gathercole	Vice Chair		Yes	Yes
Cllr Coleman		Yes		
Cllr Didwell		Yes		
Cllr Norman		Yes		
Cllr Partridge			Yes	No
Cllr Redhead			Yes	Yes
Cllr Thorpe			Yes	Yes
Cllr Wilkinson		Yes		

Also present:

Neil Watson – Clerk to the Council

2 members of the public

Agenda Item	Discussion	Motion
2. Approve the minutes of 12 th July; 4 th and 25 th August	All minutes had been circulated prior to the meeting and were accepted as a true and accurate record by acclaim.	
3. Receive declarations of interest on Agenda Items	None	
4. Adjourn the meeting to allow for public comments on Agenda items		Proposed Cllr Norman Seconded Cllr Wilkinson All in favour
5. Planning Matters		
a. 21/01434/F Erection of six polytunnels at land west of Marshland Airfield, Middle Drove	Additional information has been received on matters of detail, the Council's previous decision to SUPPORT the application is unchanged	

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

b. Planning decisions from the Borough Council	<p>The following applications have been approved:</p> <p>21/01073/F – 17 Walton Road – single-storey rear extension onto dwelling and construction of detached double garage</p> <p>21/01095/f – 332 Smeeth Road – Erection of a timber single storey granny annexe for ancillary use to the main dwelling</p> <p>21/01132/CU – 47 School Road – Change of use of residential dwelling (Use class C3) to children’s care home (Use Class C2)</p> <p>The following application has been refused:</p> <p>20/01246/FM - Orchard South of School Road - The use of land for the stationing of caravans for residential purposes, together with the formation of hardstanding and utility/day room ancillary to that use and the use of land for the keeping of horses and the erection of a stable</p>	
c. To consider the consultation on the Borough Council Local Plan Review	It was proposed that the Council should make a representation to the consultation	Proposed Cllr Coleman Seconded Cllr Norman
	Suggested response: Marshland St James Parish Council does not think that School Road is a suitable location for any further development.	
6. Receive matters arising from the minutes	None	
7. Receive correspondence	<p>Circulated prior to the meeting:</p> <p>NCC – Notice of temporary closure of School Road</p> <p>Police – Magdalen Bridge Residents Briefing, Norfolk PCC Police and Crime plan consultation</p> <p>NALC – Wellbeing updates, weekly updates, training update</p> <p>BC – New property addresses of 37,39, 41 & 43 School Road, Gambling Act Statement of Principles, Planning Policy – Local Plan Review Consultation, PC updates</p> <p>Cllr Dawson – updates</p> <p>The Queen’s Platinum Jubilee Beacons 2nd June 2022</p> <p>CAB – Migrant Workers Helpline</p>	

8. Consider quotations for repairs to the entrance to the playing field	Two quotations have been received for these works in the sums of £3970 and £4750 (both plus VAT). As this item is not a budgeted expense the matter is to be deferred to October's meeting when half-year financials will be available.	
9. To discuss an incident at the allotments on Moyses Road on 5 th September.	An email was read from the allotment holder explaining the circumstances of the fire at the allotment. It was agreed that the allotment tenancy could continue providing the tenant restores the allotment to agricultural condition, repairs and restores the shed and clears the dyke sides as needed. The works to be completed as soon as practicable.	
10. To consider the rent review for the allotments	No Notice of rent increase has yet been received from Norfolk County Farms following their letter advising a review	
11. Receive information on the 1 Million Trees for Norfolk Initiative	The papers were discussed, and the matter deferred to the next meeting. ACTION: All Councillors to consider suitable sites and preferred species	
12. To discuss any issues from the Playing Field Management Partnership meeting	None	
13. To discuss the Neighbourhood Plan	Defer to next meeting	
14. To discuss a Community Speedwatch scheme for the parish	Defer to next meeting	
15. Highways Issues	<p>1 Cllr Dawson reported that the Smeeth Road/School Road/Walton Road crossroads will be considered for attention in the 2022/23 surfacing programme.</p> <p>2 The speed limit reduction to 30mph may be able to be funded by the new Road Safety Community Fund due to launch shortly</p> <p>3 Roadside hedges between Engine Bridge No 2 and the Gravel Bank turning are overgrown and need attention.</p> <p>4 Overgrown hedges on Smeeth Road/Edge Bank by the waterworks.</p> <p>5 It was agreed that the new reflective posts on Smeeth Road close to Askew Barrett were in the wrong place.</p>	
16. Finance		

a. Accept accounts to 31 st August		Proposed Cllr Askew Seconded Cllr Coleman All in favour
b. Agree to sign cheques and approve payments	The list of payments due for August and September as follows was read out: <i>See table at end of minutes</i>	Proposed Cllr Norman Seconded Cllr Wilkinson All in favour
c. To authorise the Clerk to have read-only access to the Council Bank accounts	The required authority form to Barclays Bank was completed and duly signed	Proposed Cllr Norman Seconded Cllr Didwell All in favour
d. To authorise an application to Norfolk County Council for ETIP grant funding for Clerk Training	A new funding stream (ETIP) was launched at the end of August. The Chair requested that an application be made immediately to try and ensure access to the funds. 75% grant aid is available, our application of £660 towards the Clerk's CiLCA qualification has been submitted and should produce £495 towards the cost.	Proposed Cllr Askew Seconded Cllr Wilkinson All in favour
17. Adjourn the meeting to allow for public comments on Agenda items		
18. Receive items of concern and matters to be included in the next Agenda	None other than noted above	
19. Date of next Parish Council meeting	Ordinary Parish Council Meeting on Monday 11 th October at 7.30pm, preceded by a Playing Field Management Partnership meeting at 7.00pm Cllrs Askew and Coleman to check the accounts prior to the October meeting.	
Meeting Closed	8.40pm	

Details for Item 16b

PWLB	Loan repayment	£2877.90
Miss S J Thorpe	Clerk Salary	£575.20
AMR Electrical Servs	MUGA Refurbishment	£28350.60
Bako-Compak	Supply of wheelie bin	£24.00
Wave	Water supply	£5.08
CGM Group	Grounds maintenance	£1005.60
E&DE Gathercole	Grounds maintenance	£92.57
Haven Power	Street Lighting Electric	£146.48
Bako-Compak	Emptying of wheelie bin	£18.24
Anthony Morgan	Litter picking & bin emptying	£107.02
Neil Watson	Clerk Salary	£686.92
Miss S J Thorpe	Clerk Salary	£575.20

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