

MARSHLAND ST JAMES PARISH COUNCIL
Minutes of an Ordinary Parish Council Meeting
Held on 8th November 2021

Attendance, and to receive consider and accept apologies for absence (Agenda Item 1)

Elected Members		Present	Absent	Apologies
Cllr Askew	Chair	Yes		
Cllr Gathercole	Vice Chair	Yes		
Cllr Coleman		Yes		
Cllr Didwell		Yes		
Cllr Norman		Yes		
Cllr Partridge		Yes		
Cllr Redhead		Yes		
Cllr Thorpe		Yes		
Cllr Wilkinson			Yes	Yes

Also present:

Cllr Chris Dawson – Norfolk County Council

Neil Watson – Clerk to the Council

4 members of the public

Agenda Item	Discussion	Motion
2. Approve the minutes of 10 th October 2021	Accepted by acclaim	
3. Receive declarations of interest on Agenda Items	Cllr Thorpe & County Councillor Dawson declared an interest in Item 5a and left the room for that discussion	
4. Adjourn the meeting to allow for public comments on Agenda items		Proposed: Cllr Norman, seconded Cllr Gathercole. All in favour
5. Planning Matters		
a. 21/02091/F Construction of two pairs of 3-bedroom starter homes. Fenberry Farm, 84b Smeeth Road, Marshland St James	The Council SUPPORTS this application but request the following condition be applied to the consent: Any footway or Trod to the front of the property be protected during construction and re-instated in good condition on completion.	(Show of hands 6 in favour, 1 abstention)

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

b. 21/01949/F Change of use from workshop to 2-bedroom annexe. 81 Smeeth Road, Marshland St James	The Council SUPPORTS this application but request the following conditions be applied to the consent: The annexe be tied to the property for occupancy by family members only, with separation to a separate dwelling prohibited No access at the rear to Dades Lane is permitted Any footway or Trod to the front of the property be protected during construction and re-instated in good condition on completion.	(Show of hands all in favour)
c. Planning decisions from the Borough Council	Application 21/01345/F Construction of a workshop on land to the rear of the pumping station, Bonnetts Lane, Marshland St James was withdrawn on 25 th October 2021.	
6. Receive matters arising from the minutes	None that are not already an Agenda item	
7. Receive correspondence	None that are not already an Agenda item	

<p>8. To discuss any issues from the Playing Field Management Partnership meeting</p>	<p>Prices for the required indemnity signs for the skate ramp are £12.50 in plastic or £18.50 in metal. Parish Council approval is required to buy two metal signs.</p> <p>Certain of the floodlights are misaligned and shining into neighbours' houses. There is an issue with the lights on the MUGA not going off when required (and sometimes not at all). AMR to be invited to a 4pm site visit as soon as possible to discuss. The PFMP Chair invited Mr White to speak on behalf of the football club to request that extra lights be installed to allow additional parts of the pitches to be used. There is passive provision for the lights. AMR to be asked to quote when they visit the site</p> <p>Regarding the drainage issue to the front of Marshland Hall, the recent Water Management Alliance plans show a much shorter length for clearance than is required. Further information is required on this, and the invoicing details need clarification. Clerk to investigate.</p>	<p>Proposed Cllr Askew, Seconded Cllr Gathercole, all in favour</p>
<p>9. To discuss the Neighbourhood Plan</p>	<p>The steering group met virtually in October to discuss the use of a Consultant to enhance and expedite the Plan application. A further meeting is scheduled for November to report to the December Parish Council meeting</p>	
<p>10. To receive details of the Memorial Plaque presentation</p>	<p>The Memorial Plaque will be presented to the Parish Council Chair on Saturday 4th December at noon, in conjunction with the official opening of the Skate Ramp/MUGA</p>	
<p>11. To consider the Public Space Protection Order (Control of Dogs)</p>	<p>The Borough Council proposes to extend of this order for a further three years without change. The Council have no objection to this.</p>	

12. To discuss the Parish Allotments	The condition of one allotment was discussed, the Clerk is to write to the tenant requiring rectification by 30 th November.	
13. The consider the Operation London Bridge protocol	This protocol lays down the action required by the Council in the sad event of the death of HM The Queen or HRH Prince Charles. The policy was adopted by acclaim.	
14. Update on the Section 38 agreement in respect of street lighting on School Road	No further update, except the protocol for the Council to accept the agreement has been clarified by solicitors	
15. Highways Issues	<p>The Borough Council's Highways Ranger is available in December for small works.</p> <p>Mud on the road is an issue; in one case the mud has been swept off the road onto the footway inconveniencing a mobility scooter user. Clerk to write to the perpetrator.</p> <p>To be reported to Highways: A pothole opposite 135 Smeeth Road Potholes on Hickathrift Road by the crossroads Potholes on Chapel Road, St Johns Fen End opposite the Chapel (not in MSJ Parish, Clerk to report on-line and advise appropriate Clerk)</p> <p>There is a scheduled road closure for sewer works on Smeeth Road/Bonnetts Lane junction around 15th November.</p>	
a. To consider the Road Safety Community Fund initiative	The Council's application for funding will be submitted to Cllr Dawson in good time for the deadline of 30 th November.	
<i>Non-Agenda Item brought to the meeting's attention</i>	<i>The Parish Wreath will be laid at the War Memorial at 11.00am on Sunday 14th November</i>	
16. Finance		
a. Accept accounts to 31 st October 2021	Following checking by Cllrs Didwell and Gathercole it was proposed that the accounts be accepted.	Proposed Cllr Gathercole, seconded Cllr Didwell, all in favour

b. Agree to sign cheques and approve payments	See schedule below	Proposed Cllr Gathercole, seconded Cllr Thorpe. All in favour
c. Review half-year account and budget summary	The ½ year figures circulated by the RFO were accepted	Proposed Cllr Gathercole, seconded Cllr Thorpe. All in favour
d. Approve the further mandate from Barclays Bank for clerk access	A further mandate is required by the bank to allow the RFO view-only access to the bank accounts. Agreed by acclaim as this is a necessary part of the RFO's duties	
17. Adjourn the meeting to allow for public comments on Agenda items		Proposed – Cllr Norman, seconded Cllr Askew, all in favour
18. Receive items of concern and matters to be included in the next Agenda	None	
19. Date of next Parish Council meeting	Monday 6 th December 2021 at 7.30pm, Marshland Hall	
Meeting Closed	8.40pm	

Details for Item 15b

MSJ Community Hall	Half-yearly contribution	£2000
RBL Poppy Appeal	Remembrance Day Wreath	£25 (S37 expense)
Norfolk ALC	Training Fee	£96.00
Norfolk County Council	Land Rent	£370
A Morgan	Litter pick September & October	£120.08
N Watson	Reimbursement for postage and reference books	£180.07
Viking Direct	Printer toner	£69.59
MSJ Bowls Club	Fertiliser and grass seed	£155.74

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