

MARSHLAND ST JAMES PARISH COUNCIL
Minutes of an Ordinary Parish Council Meeting
Held on 14th March 2022

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	Yes
Cllr Coleman		Yes		
Cllr Didwell		Yes		
Cllr Norman		Yes		
Cllr Partridge			Yes	Yes
Cllr Redhead			Yes	Yes
Cllr Thorpe			Yes	Yes
Cllr Wilkinson			Yes	Yes

Also present:

Neil Watson – Clerk to the Council

2 members of the public

Agenda Item	Discussion	Motion
2. Approve the minutes of 14 th February 2022	Accepted by acclaim	
3. Receive declarations of interest on Agenda Items	None	
4. Adjourn the meeting to allow for public comments on Agenda items		Prop: Cllr Norman, Sec. Cllr Didwell, all in favour
5. Planning Matters		
a. i 21/01058/CU Retrospective change of use to land at Rose Cottage, Rands Drove	Councillors continue to SUPPORT this application (submitted by Clerk on 2 nd March 2022)	
ii 22/00154/F Proposed 2-storey extension at New Road Farm	Councillors SUPPORT this application (submitted by Clerk on 12 th March 2022)	
iii 21/02386/F Variation of planning permission, land north of 292 Smeeth Road	Councillors continue to SUPPORT this application	

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iv 21/02133/CU Change of use from agricultural to garden at 28 Smeeth Road	Councillors continue to SUPPORT this application	
22/00180/F Proposed GP building at New Road Farm	Councillors SUPPORT this application	
22/00234/F Extension etc at 142 Smeeth Road	Councillors SUPPORT this application	
22/00245/F – Erect a horse walker at Longacre Farm, School Road	Councillors SUPPORT this application	
b. Planning decisions from the Borough Council	20/02044/F (was 19/01247/F) Variation of planning condition at Middle Drove Enterprise Park – APPROVED by planning committee 8 th March 2022 22/00140/F Erection of signs at Middle Drove Enterprise Park – application WITHDRAWN 10 th March 2022	
6. Receive matters arising from the minutes	The Clerk had been in contact with the owner of the proposed glamping site on Black Drove, who advised that the site was to be predominantly agricultural but that they hoped to trial the letting of two portable glamping units for up to 28 days in the summer.	
7. Receive correspondence	Previously circulated: BCKLWN – February update Norfolk Police – February Update Cllr Dawson – NCC briefing and NCC news update Norfolk ALC - Newsletter	
8. Confirm the date of the Annual Parish Meeting	The date of the annual Parish Meeting was confirmed as 25 th April 2022	
9. To discuss any issues from the Playing Field Management Partnership meeting	The preceding PFMP meeting was cancelled due to lack of a quorum. However, a letter from Norfolk County Council was considered by this meeting as it was time critical. The application for Parish Partnership matched funding to repair the car-park entrance has been approved and acceptance of the offer and payment of the Council's budgeted share (£3000) is required. The Clerk was asked to write to Marshland Hall reminding them that dogs are not permitted on the playing field at any time, with particular emphasis on the forthcoming St Georges day event	Prop Cllr Norman, Sec Cllr Askew that the offer of matched funding be accepted, and a cheque issued to NCC for £3000, All in favour

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10. To discuss the Neighbourhood Plan	The steering group meets again on 16 th March to finalise the questionnaire and the publicity for it. The postcards and associated artwork need to be ordered at a total budgeted cost of £194.40	Prop: Cllr Askew, Sec. Cllr Didwell that the order be placed, all in favour
11. Update on the S38 agreement for street lighting on School Road	The agreement has now been signed and is with the solicitor awaiting exchange	
12. Highways Issues	<p>The poor condition of Hope Lane has been raised at County level by Cllr Dawson. Some repair work is to be carried out soon and the major repairs needed are to be scoped and planned for future action. It was discussed whether warning signs were needed about the condition – this was thought to be a good idea, but concern was expressed that should these be erected the repairs would not then be carried out. The Clerk will contact Cllr Dawson to discuss.</p> <p>A vehicle is regularly parked outside 142 Smeeth Road without lights and often pointing in the wrong direction – the Clerk is to investigate and correspond as needed.</p>	
13. Finance		
a. Accept accounts to 31 st January 2022	Following checking by Cllrs Askew and Coleman it was proposed that the accounts be accepted.	Proposed Cllr Askew, seconded Cllr Coleman, all in favour
b. Agree to sign cheques and approve payments	(See schedule below)	Proposed Cllr Norman, seconded Cllr Didwell, all in favour
c. To appoint the Internal Auditor	Christine Hurley has expressed her willingness to act as Internal Auditor for 2021/22 and her appointment was confirmed by acclaim	Proposed Cllr Askew, seconded Cllr Coleman, all in favour
d. To confirm renewal of the annual insurance policy	The annual premium for the policy is £911.62, an increase of £71.51. The policy was incepted last year on a three-year basis, so renewal was agreed by acclaim	
14. Adjourn the meeting to allow for public comments on Agenda items	No member of the public wished to speak at this time	
15. Receive items of concern and matters to be included in the next Agenda	None	
17. Date of next Parish Council meeting	Monday 11 th April 2022 at 7.30pm, Marshland Hall	
Meeting Closed	8.10pm	

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Details for Item 12b

Norfolk ALC	Course fee	£30.00
Norfolk SLCC	Conference Fee	£39.00
Miss S J Thorpe	Back pay following 2021/22 increase	£48.40
HMRC	Income tax and NI payable	£16.64
Glasdon UK Ltd	New waste bin	£256.43
A Morgan	February invoice	£60.02
Collective Community Planning	Invoice for services	£1680.00
BHIB	Annual Insurance Premium	£911.62
N L Watson	Back pay following 2021/22 increase	£83.72
N L Watson (reimburse card payment) To Graphenia Operations	Artwork and printing for Neighbourhood Plan publicity postcards	£194.40
Norfolk County Council	Matched funding contribution for Parish Partnership work to repair car- park entrance	£3000

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