

MARSHLAND ST JAMES PARISH COUNCIL

Minutes of an Ordinary Parish Council Meeting

Held on 14th November 2022

Minute No 22/103, Agenda Item 1:

Attendance, and to receive consider and accept apologies for absence

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

Also present:

Neil Watson – Clerk to the Council

2 members of the Public

Cllr Chris Dawson, Norfolk County Council (from 7.45pm)

Minute No	Agenda Item	Discussion	Motion/Action
22/104	2. Approve the minutes of meetings on 10 th October and 31 st October 2022	The minutes were accepted by acclaim and duly signed.	
	3. Receive declarations of interest on Agenda Items	None	
22/105	4. Adjourn the meeting to allow for public comments on Agenda items		Prop Cllr Gathercole, Sec Cllr Wilkinson, all in favour
	5. Planning Matters		
	a. To consider applications received since the last meeting	None	
	b. Planning decisions from the Borough Council	22/01624/LDP – 21 Walton Road – Application WITHDRAWN 26/10/2022 22/00354/F – Poppy Tree Farm – application PERMITTED 30/9/2022 22/00708/F – Westfields, School Road – application PERMITTED 3/11/2022 22/00819/F – 28 Smeeth Road – application PERMITTED 8/11/22	

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	6. Receive matters arising from the minutes	None other than Agenda items	
	7. Receive correspondence	<p>Letter from Norfolk County Council regarding the withdrawal of the Tuesday bus journey.</p> <p>Letter from BCKLWN concerning the CIL monies application process for January 2023</p> <p>An email from Cllr Dawson with an update on the speed reduction programme</p> <p>Reports from BCKLWN introducing the Local Plan Review process</p> <p>Circulated prior:</p> <p>Cllr Chris Dawson – Norfolk County Council – NCC tax and spending plans</p> <p>Cllr Chris Dawson – Norfolk County Council – NCC budget update</p> <p>Cllr Chris Dawson – Norfolk County Council – update on representation</p> <p>Norfolk ALC – Help in a Crisis webinar</p> <p>Norfolk ALC – Wellbeing Newsletter</p> <p>County Farms – Norfolk Agritech events</p> <p>County Farms – Farm Resilience Fund</p> <p>County Farms – Tour of the Wild Ken Hill estate</p> <p>County Farms – Norfolk Farming Conference</p> <p>NHS Norfolk – Stakeholder Update (x2)</p> <p>Norfolk Police – PCC Drop In Surgery</p> <p>Community Action Norfolk – Monthly Newsletter</p> <p>Queen Elizabeth Hospital – Newsletter</p>	
22/106	8. Receive any issues from the PFMP meeting	<p>A matter was brought forward from the PFMP meeting where the football club had requested an additional cut of the pitches.</p> <p>Councillors are committed to providing the best possible conditions for the football club, and it was acknowledged that the unseasonably mild weather was causing exceptional growth. However, concern was expressed that the heavy machinery may do significant damage to the pitches in the current wet weather and do more harm than good in the long run. There was also concern that cutting the grass so late in the season may affect its future condition. It was proposed that the additional cut should NOT be approved.</p> <p>The Clerk is to advise the football club of the decision but let them know that if they can arrange a suitable contractor with light machinery to attend to the main areas of concern that can be discussed outside the meeting with Cllrs Gathercole and Wilkinson prior to any works being carried out.</p>	<p>Prop Cllr Gathercole, Sec Cllr Redhead, by a show of hands four in favour, one abstention.</p>
	9. Discuss the provision of Warm Hubs in the village	Item deferred to a future meeting	

22/107	10. To receive a report from the Neighbourhood Plan steering group	<p>Cllr Redhead explained that responses to the consultation survey carried out earlier in 2022 as part of the development of the Neighbourhood Plan, showed that 60% of respondents wanted a village shop, 50% supported a Call for Sites and 55% would value the provision of start-up/small business units. The Housing Needs Analysis carried out at the same time found that small 2/3 bed properties were needed within the village as there is already significant numbers of large properties.</p> <p>To help the steering group with their planning our planning consultants CCP provided some data on potential sites so that the owners could be contacted but the steering group were concerned that a direct approach might not be fully transparent, and it would be preferable to proceed with an advertisement for the call for sites to give all landowners the opportunity to make a submission. The Call for Sites would be advertised in early December.</p>	Prop Cllr Redhead, Sec Cllr Didwell, all in favour that we proceed to a Call for Sites.
	11. Update on the process of obtaining a '.gov.uk' email domain	The new domain name is now in place and the Clerk's laptop is being updated on 21 st November	
	12. Highways Issues	<p>School Road – the section from the culvert towards the village is in very poor condition</p> <p>Junction of Hope Lane and School Road – pothole</p> <p>Subsidence on Trinity Road outside No 28</p> <p>Dip in road outside 91 Smeeth Road following utility works</p> <p>Potholes along Black Drove between School Road and the Engine Bridges</p> <p>Overgrown road margins at the east side of Rungay's Bridge</p> <p>Various manhole covers loose</p> <p>(See also Item 16)</p>	
	13. Discuss an application to the NCC Parish Partnership Scheme for 2023/24	Item deferred to a future meeting	
22/108	14. Agree the meeting dates for 2023	<p>The schedule of dates was approved as follows:</p> <p>Monday 9th January</p> <p>Monday 13th February</p> <p>Monday 13th March</p> <p>Monday 10th April</p> <p>Monday 15th May (3rd Monday)</p> <p>Monday 12th June</p> <p>Monday 10th July</p> <p>(no meeting in August)</p> <p>Monday 11th September</p> <p>Monday 9th October</p> <p>Monday 13th November</p> <p>Monday 11th December</p>	Prop Cllr Askew, Sec Cllr Didwell, all in favour
	15. Finance		

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22/109	a. Accept accounts to 31st October 2022	Following checking by Cllrs Askew and Didwell it was proposed that the accounts be accepted.	Prop Cllr Askew, Sec Cllr Didwell, all in favour
22/110	b. Agree to sign cheques & approve payments	Cheques agreed as per attached schedule	Prop Cllr Askew, Sec Cllr Gathercole, all in favour
22/111	c. Agree to sign a direct debit for payments to Cloudy IT (see Item 11)		Prop Cllr Wilkinson, Sec Cllr Redhead, all in favour
	d. Note the annual National Pay Review for the Clerk	Noted	
	e. Note the half-yearly receipt of CIL monies	Noted	
22/112	f. Note the renewal process for the electricity supply to the streetlights	The Clerk explained that Drax no longer wished to supply the Council and had offered a prohibitive tariff (£1.13 per unit and £4.00 daily standing charge) knowing that would prompt us to change supplier. The unusual nature of our supply (unmetered supply, low consumption) means that only one alternative supplier can be found. SSE offer a 12- month contract at 53p per unit and £4.73 monthly standing charge, with the option to commit now to a second year at the reduced unit price of 45p. It was proposed to accept the contract including the year 2 option.	Prop Cllr Wilkinson, Sec Cllr Redhead, all in favour
22/113	16. Adjourn the meeting to allow for public comments on Agenda items	Cllr Dawson (NCC) offered some background on the financial challenge facing the County and the implications of that on the ability of Highways to respond to all requests for repairs.	Prop Cllr Gathercole, Sec Cllr Askew, all in favour
	17. Receive items of concern and matters to be included in the next Agenda	None	
	18. Date of next Parish Council meeting	Monday 12 th December 2022 at 7.30pm, Marshland Hall	
The Council moved into confidential session and all members of the public withdrew			
	19. a: To discuss the contract for grass cutting	The Clerk presented a quotation for consideration by Councillors	
	19. b: To review litter and bins arrangements	The Clerk updated Councillors on the progress with the new arrangements	
	Meeting Closed	8.45pm	

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31 October 2022 (2022-2023)

Marshland St James Parish Council
PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
97	01/10/2022		A_Current account		Grounds maintenance	CGM Group Ltd	S	48.36	9.68	58.06
98	01/10/2022		A_Current account		Grounds maintenance	CGM Group Ltd	S	83.86	16.77	100.63
99	01/10/2022		A_Current account		Grounds maintenance	CGM Group Ltd	S	12.90	2.58	15.48
100	01/10/2022		A_Current account		Maintain village signs	CGM Group Ltd	S	20.42	4.08	24.50
101	01/10/2022		A_Current account		Maintain Trod	CGM Group Ltd	S	102.13	20.43	122.56
102	01/10/2022		A_Current account		Maintain Trod	CGM Group Ltd	S	80.63	16.13	96.76
107	01/10/2022		A_Current account		Litter Picking & Bin Emptying	Anthony Morgan	X	60.02		60.02
108	20/10/2022		A_Current account		Clerk's Salary	Watson H L (Clerk RFO)	X	759.20		759.20
109	01/10/2022		A_Current account		Grounds maintenance	CGM Group Ltd	S	12.90	2.58	15.48
110	01/10/2022		A_Current account		Maintain village signs	CGM Group Ltd	S	10.21	2.04	12.25
111	01/10/2022		A_Current account		Maintain Trod	CGM Group Ltd	S	102.13	20.43	122.56
112	10/10/2022	22/096	A_Current account	101.290	Donations	MDCSC	X	2,000.00		2,000.00
113	10/10/2022	22/096	A_Current account	101.291	NP Expenses	CCP	S	450.00	90.00	540.00
114	05/10/2022		A_Current account		Grounds maintenance	CGM Group Ltd	S	41.93	8.39	50.32
115	05/10/2022		A_Current account		Grounds maintenance	CGM Group Ltd	S	12.90	2.58	15.48
116	05/10/2022		A_Current account		Maintain village signs	CGM Group Ltd	S	10.21	2.04	12.25
117	05/10/2022		A_Current account		emptying of wheelle bin	Beco-Compax Ltd	S	41.59	8.32	49.91
118	05/10/2022		A_Current account		Street lighting electric	Drax (formerly Haven Power)	L	14.70	0.74	15.44
119	05/10/2022		A_Current account		Street lighting electric	Drax (formerly Haven Power)	L	52.95	2.65	55.60
120	10/10/2022	22/096	A_Current account	101.292	Grounds maintenance	Kings Lynn Internal Drainage	S	225.00	45.00	270.00
121	10/10/2022	22/096	A_Current account	101.293	Grounds maintenance	Marshland St James Bowls Cl	S	261.84	52.37	314.21
123	16/10/2022		A_Current account		Bowls Green Maintenance	Viking Direct	S	86.31	17.26	103.57
124	27/10/2022		A_Current account		Admin	Cloudy IT	S	305.00	61.00	366.00
125	28/10/2022		A_Current account		Domain Name Management	REL Poppy Appeal	X	25.00		25.00
								4,820.21	385.07	5,205.28
Total										

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31 October 2022 (2022-2023)

Marshland St James Parish Council

RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
12 Allotments	10/10/2022		A_Current account		Allotment Rent	Mrs A Christensen	X	111.29		111.29
13 Allotments	10/10/2022		A_Current account		Allotment Rent	Mr T Denham	X	612.03		612.03
14 VAT	03/10/2022		A_Current account		VAT refund	HMRC	R	606.94	606.94	606.94
15 CIL Income	31/10/2022		A_Current account		CIL Income	BCKLWN	X	4,233.15		4,233.15
Total								4,956.47	606.94	5,563.41

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

14 November 2022 (2022-2023)

Marshland St James Parish Council**CHEQUE LIST 101294 to 101295**

Voucher	Number	Code	Name	Description	Amount
122	101294	2 - Allotments	Norfolk County Council	Allotment Rent	370.00
126	101295	1 - Admin	Watson N L (Clerk RFO)	Admin	303.40
TOTAL					673.40