

MARSHLAND ST JAMES PARISH COUNCIL

Minutes of an Ordinary Parish Council Meeting Held on 12th December 2022

Minute No 22/116, 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		
Cllr Didwell		Yes		
Cllr Morgan		Yes		
Cllr Partridge		Yes		
Cllr Redhead		Yes		
Cllr Thorpe		Yes		
Cllr Wilkinson			Yes	Yes

Also present:

Neil Watson – Clerk to the Council

2 members of the Public

(Cllr Thorpe left the meeting at 8pm)

Cllr Askew opened the meeting by asking those present to stand for a few moments silence to remember Sarah Thorpe, a Parishioner and previous Clerk to the Council who passed away on 1st December 2022.

Minute No	Agenda Item	Discussion	Motion/Action
	2. Approve the minutes of meetings on 14 th November 2022	The minutes were accepted by acclaim and duly signed.	
	3. Receive declarations of interest on Agenda Items	None	
22/117	4. Adjourn the meeting to allow for public comments on Agenda items		Prop Cllr Gathercole, Sec Cllr Morgan, all in favour
	5. Planning Matters		
22/118	a. To consider applications received since the last meeting	22/01987/FM – Installation of Solar Panels, land SE of Poplar Farm 22/01730/F – Fencing and gates at 131 Smeeth Road (amendment)	Prop Cllr Askew, Sec Cllr Partridge that the Council SUPPORTS the revised proposals for the fence. All in favour
	b. Planning decisions from the Borough Council	22/01784/F – Land SW of 36 School Road, construction of five detached dwellings – Application REFUSED 6/12/22	
	6. Receive matters arising from the minutes	None other than Agenda items	

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

	7. Receive correspondence	Two emails from Parishioners regarding the Trod and footpaths Circulated prior: Cllr Chris Dawson – Norfolk County Council – QEH Update Cllr Chris Dawson – Norfolk County Council – Policing of speed Cllr Chris Dawson – Norfolk County Council – road closures Norfolk ALC – Wellbeing Newsletter NHS Norfolk – Stakeholder Update Norfolk Police – PCC Q&A Healthwatch Norfolk –Newsletter Queen Elizabeth Hospital – Newsletter	
	8. To discuss the condition of the Trod and public requests for improved footpaths along Smeeth Road	It was agreed that the Trod is in poor condition , in the main due to development breaching the Trod and the damage not being rectified.	The Clerk to advise Highways of the concerns with the Trod, and to discuss whether a more formal footpath programme can be instigated.
22/119	9. Receive any issues from the PFMP meeting	A quotation for £400 for additional tree works identified has been submitted. The invoice for the additional works has been reduced by £200 so £200 additional expenditure is required. Cllr Norman and Ms Wabe tendered their resignation from the PFMP at the earlier meeting.	Prop Cllr Partridge, Sec Cllr Gathercole, all in favour
22/120	10. Discuss the provision of Warm Hubs in the village	A £500 contribution from CIL monies held is to be made to Marshland Hall’s Warm Hub initiative	Prop Cllr Redhead, Sec Cllr Partridge, all in favour
	11. To receive a report from the Neighbourhood Plan steering group	The Call for Sites process is ongoing, closing on 22 nd December. A number of application forms have been issued.	
	12. Update on the process of obtaining a ‘.gov.uk’ email domain	Progress continues, the Clerk’s email is fully operational and the website should be transferred by 16 th December.	
	13. Highways Issues	Gritting bins need replenishing at Neeps Bridge and Church Road corner The condition of School Road continues to deteriorate and is of great concern. The length of road closures and the clarity of signage needs improvement.	

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

	14. Discuss an application to the NCC Parish Partnership Scheme and BCKLWN CIL Infrastructure Fund for 2023/24	Budget constraints mean that match-funding isn't available so no applications can be made at this time.	
	15. Amend the meeting dates for 2023	May 2023 meeting to be on Monday 22nd May	
	16. Finance		
22/121	a. Accept accounts to 30 th November 2022	Following checking by Cllrs it was proposed that the accounts be accepted.	Prop Cllr Didwell, Sec Cllr Coleman, all in favour
22/122	b. Agree to sign cheques & approve payments	Cheques agreed as per attached schedule	Prop Cllr Gathercole, Sec Cllr Askew, all in favour
22/123	c. Agree to sign a direct debit for payments to SSE (see Item 16e)		Prop Cllr Askew, Sec Cllr Gathercole, all in favour
22/124 22/125	d. Consider the budget and precept for 2023/24	An additional contribution to the Bowls Club from CIL monies of £150 in 2023/24 was agreed. A Council budget of £46,180 with a Precept of £44,100 was agreed.	Prop Cllr Askew, Sec Cllr Gathercole, Votes in favour 6, against 1. Prop Cllr Askew, Sec Cllr Gathercole, Votes in favour 6, against 1.
	e. Update on the new electricity contract	The Clerk advised that the contract terms noted at the last meeting were changing on a daily basis and had increased by approx. 1p per unit when acceptance was given.	
22/126	17. Adjourn the meeting to allow for public comments on Agenda items		Prop Cllr Askew, Sec Cllr Redhead, 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 9 th January 2023 at 7.30pm, Marshland Hall	
The Council moved into confidential session and all members of the public withdrew			
	20. To review litter and bins arrangements		
	Meeting Closed	8.45pm	

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

8 December 2022 (2022-2023)

Marshland St James Parish Council
PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
122 Allotments	14/11/2022	22/110	A_Current account	101284	Allotment Rent	Norfolk County Council	X	370.00		370.00
126 Clerks expenses	01/11/2022	22/110	A_Current account	101295	Clerks expenses	Watson N L (Clerk RFO)	X	303.40		303.40
127 Clerks salary	21/11/2022		A_Current account		Clerks Salary	Watson N L (Clerk RFO)	X	729.04		729.04
128 Playing field	04/11/2022		A_Current account		emptying of wheelle bin	Baco-Compak Ltd	S	70.08	14.02	84.10
129 Street lighting	04/11/2022		A_Current account		Street lighting electric	Drax (formerly Haven Power)	L	15.19	0.76	15.95
130 Street lighting	04/11/2022		A_Current account		Street lighting electric	Drax (formerly Haven Power)	L	54.71	2.74	57.45
131 Playing field	04/11/2022		A_Current account		Grounds maintenance	CGM Group Ltd	S	48.38	9.68	58.06
132 Playing field	04/11/2022		A_Current account		Grounds maintenance	CGM Group Ltd	S	125.78	25.16	150.94
133 Playing field	04/11/2022		A_Current account		Grounds maintenance	CGM Group Ltd	S	38.70	7.74	46.44
134 Maintenance of Trod	04/11/2022		A_Current account		Maintain Trod	CGM Group Ltd	S	102.13	20.43	122.56
135 Village Gateways	09/11/2022		A_Current account		Maintain village signs	CGM Group Ltd	S	30.63	6.13	36.76
136 Admin	15/11/2022		A_Current account		Admin	Post Office	X	15.20		15.20
137 Admin	15/11/2022		A_Current account		Admin	Post Office	X	3.80		3.80
138 Playing field	15/11/2022		A_Current account		water supply	Wave	Z	128.61		128.61
Total								2,035.65	86.66	2,122.31

13 December 2022 (2022-2023)

Marshland St James Parish Council**CHEQUE LIST 101296 to 101300**

Voucher	Number	Name	Description	Amount
141	101296	Norfolk ALC	Training	72.00
142	101297	SLCC Enterprises Ltd	Subscriptions	146.00
143	101298	HMRC	PAYE	17.53
148	101299	Todhunter NJ	Grounds maintenance	1,300.00
149	101300	MDCSC	CIL payment	500.00
		<i>Contribution towards Warm Hub</i>		
TOTAL				2,035.53