

MARSHLAND ST JAMES PARISH COUNCIL

Minutes of an Ordinary Parish Council Meeting Held on 12th June 2023

Minute No 23/030, Agenda Item 1:

Attendance, and to receive consider and accept apologies for absence.

Elected Members	Present	Absent	Apologies
Cllr Askew	Yes		
Cllr Coleman	Yes		
Cllr Gathercole	Yes		
Cllr Morgan	Yes		
Cllr Partridge		Yes	Yes
Cllr Rimell	Yes		
Cllr Thorpe	Yes		
Cllr Wilkinson	Yes		

Also present:

Neil Watson – Clerk to the Council

Cllr Brian Long BCKLWN

Minute No	Agenda Item	Discussion	Motion/Action
23/031	2. Approve the minutes of meetings on 22 nd May 2023	One amendment was made to the minutes, to replace in Item 12 on page 2 the sentence starting 'Cllr Dawson' with 'Cllr Dawson circulated an email about improving the parking situation around local schools, which resulted in Police parking enforcement activity at Emneth School'.	Proposed: Cllr Wilkinson, seconded Cllr Gathercole. All in favour
	3. Receive declarations of interest on Agenda Items	None	
	4. Adjourn the meeting to allow for public comments on Agenda items	No public present	

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

	5. Reports from County & Borough Councillors	<p>Cllr Long reported that both himself and Cllr Ayres had been re-elected with increased majorities. There has been a change of control at the Borough Council and future strategy is still being formulated.</p> <p>The speed enforcement in the parish had been authorised following a static traffic survey by the Police.</p> <p>He had received complaints about the condition of the Trod and passed them to the Parish Council for action.</p> <p>Apologies were received from Cllr Dawson, NCC</p>	
	6. Police Matters		
	a) Parking at Marshland St James School	<p>The Clerk has been contacted by neighbouring Clerks who have concerns about poor parking outside schools. The headteacher at Marshland School confirmed that poor parking was an issue that needs addressing. The Council authorised the Clerk to work with other Parishes and agencies to monitor and enforce where appropriate.</p>	
	b) Police Priority Meeting dates for 2023	<p>The dates were confirmed as 25th July and 24th October, venue to be confirmed, and noted by Councillors.</p> <p>It was noted that the parking arrangements at the new shop in Tilney St Lawrence are challenging, Cllr Long is working with the Police on mitigation.</p>	
	7. Planning Matters		
	a. To consider applications received since the last meeting	<p>23/00752/F – Retrospective application for works at 21 Walton Road</p> <p>23/00832/F – Retrospective application for works at 17 Walton Road</p> <p>23/00844/F – Demolition of two dwellings and replacement with two detached dwellings, 1 & 2 Rustons Cottages.</p>	<p>Councillors SUPPORT the application.</p> <p>Councillors OBJECT to this application as the proposed boundary treatment is overwhelming in scale and form and not in keeping with the street scene.</p> <p>Councillors have no objections to this application, but request that a condition be placed that requires any felled trees to be replaced at a minimum of 1 to 1 basis with suitable native species.</p>
	b. Planning decisions from the Borough Council	No decisions since the last meeting	

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	8. Receive matters arising from the minutes	Additional signage has been installed in connection with the speed limit reduction. All other matters are Agenda items	
	9. Receive correspondence	<p>A letter has been received from Westcotec advising that they are ceasing their street-lighting maintenance service. The Clerk is working with contractors and local Clerk colleagues to seek a replacement contractor for approval.</p> <p>Circulated prior:</p> <p>Cllr Chris Dawson – Forthcoming road closure in Outwell</p> <p>Cllr Chris Dawson – NCC Procurement opportunity</p> <p>Cllr Chris Dawson – Message from Liz Truss</p> <p>Healthwatch Norfolk – Newsletter</p> <p>Norfolk County Farms – Newsletter</p> <p>Norfolk County Farms – Norfolk Show 2023</p> <p>Queen Elizabeth Hospital – New Hospital News!</p> <p>Norfolk SLCC – Annual Conference</p> <p>Community Action Norfolk – Newsletter</p> <p>Norfolk ALC – Walking & Cycling Seminar</p> <p>BCKLWN – Rural Development Fund</p> <p>BCKLWN – East Coast Communities Partnership</p> <p>Norfolk County Council – Peer Review (EU funded)</p>	
	10. To discuss any issues from the Playing Field Management Partnership Meeting	None	
	11. Consider an application to the Borough CIL fund in July 2023	<p>Councillors agreed that a CIL Funding application should be prepared by the Clerk for support with resurfacing the Playing Field Car-Park.</p> <p>It was noted that small areas may need emergency intervention prior to any major project being agreed – the Clerk will seek quotes.</p>	

	12. Highways Issues	<p>Forty Foot Bridge, School Road – ridge in road surface</p> <p>Approaching Rungays Bridge – pothole</p> <p>Black Drove from School Road to the old railway line – poor road surface.</p> <p>Hickathrift Corner – overgrown tree</p> <p>30mph speed sign close to Trinity Road junction is obscured by foliage.</p> <p>Verges throughout the Parish need cutting – Highways have advised this should be done very shortly.</p> <p>The Trod generally hasn't been cut in accordance with the job specification – Clerk to chase.</p> <p>Safety Barriers at Ruston Road/Long Lots junction need attention.</p> <p>The Smeeth/Walton/School Roads crossroads needs white lining as soon as possible.</p> <p>The dip in the road near 90 Smeeth Road still needs attention (reported to Highways last month)</p>	
	13. FINANCE		
23/032	a. Accept the accounts to 31 st May 2023	Following checking by Cllrs it was proposed that the accounts be accepted.	Proposed: Cllr Askew, seconded Cllr Wilkinson. All in favour
23/033	b. Agree to sign cheques and approve payments		Proposed: Cllr Askew, seconded Cllr Rimell. All in favour
	14. Adjourn the meeting to allow for public comments on Agenda items	No public present	
	15. Receive items of concern and matters to be included in the next Agenda	None	
	16. Date of next Parish Council meeting	Monday 10 th July 2023 at 7.30pm, Marshland Hall	
	17. Confidential Item (Press and Public to be excluded)	To receive an update from the Neighbourhood Plan Steering Group	
	Meeting Closed	9.00 pm	

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

12 June 2023 (2023-2024)

Marshland St James Parish Council

PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
1	05/05/2023		A_Current account		Allotments - IDB Rates	King's Lynn Internal Drainage	X	87.31		87.31
7	01/05/2023	Maintenance of Trod	A_Current account		Grounds maintenance	CGM Group Ltd	S	102.13	20.43	122.56
7	01/05/2023	Grass Cutting & Ground Wor	A_Current account		Grounds maintenance	CGM Group Ltd	S	83.85	16.77	100.62
7	01/05/2023	Play Area Maintenance	A_Current account		Grounds maintenance	CGM Group Ltd	S	25.80	5.16	30.96
7	01/05/2023	Village Gateways	A_Current account		Grounds maintenance	CGM Group Ltd	S	20.42	4.08	24.50
17	22/05/2023	Membership fees	A_Current account	101328	Subscriptions	CAN	X	50.00		50.00
18	22/05/2023	Membership fees	A_Current account	101329	Subscriptions	Norfolk ALC	X	369.57		369.57
19	01/05/2023	Domain Name Management	A_Current account		Domain Name Management	Cloudy IT	S	29.83	5.97	35.80
20	01/05/2023	CTL (expenditure)	A_Current account	101330	CTL payment	Glasdon UK Ltd	S	585.00	117.00	702.00
21	22/05/2023	Clerks salary	A_Current account		Admin	Watson N L (Clerk RFO)	X	781.04		781.04
22	22/05/2023	Playground Ranger	A_Current account		Litter Picking & Bin Emptying	Erica Lane	X	137.80		137.80
23	22/05/2023	HMRC	A_Current account	101331	PAYE	HMRC	X	3.36		3.36
24	30/05/2023	Maintenance of Trod	A_Current account		Grounds maintenance	CGM Group Ltd	S	102.13	20.43	122.56
24	30/05/2023	Grass Cutting & Ground Wor	A_Current account		Grounds maintenance	CGM Group Ltd	S	48.38	9.68	58.06
24	30/05/2023	Grass Cutting & Ground Wor	A_Current account		Grounds maintenance	CGM Group Ltd	S	83.85	16.77	100.62
24	30/05/2023	Play Area Maintenance	A_Current account		Grounds maintenance	CGM Group Ltd	S	25.80	5.16	30.96
24	30/05/2023	Village Gateways	A_Current account		Grounds maintenance	CGM Group Ltd	S	20.42	4.08	24.50
25	28/05/2023	Bin Collection	A_Current account		emptying of wheelle bin	Baco-Compak Ltd	S	69.74	13.95	83.69
26	22/05/2023	Playing field	A_Current account	101332	Grounds maintenance	Alan Askew & Co	S	490.00	98.00	588.00
27	22/05/2023	Audit	A_Current account	101333	Internal Audit	Mrs CM Hurley	X	75.00		75.00
28	22/05/2023	Clerks expenses	A_Current account		Admin	Watson N L (Clerk RFO)	X	280.40		280.40
29	21/05/2023	Stationery	A_Current account	101334	Admin	Amazon	S	8.32	1.67	9.99
30	24/05/2023	Postage	A_Current account		Postage	Post Office	X	7.65		7.65
31	24/05/2023	Postage	A_Current account		Postage	Post Office	X	13.20		13.20
32	25/05/2023	CTL (expenditure)	A_Current account		CTL payment	Engraving Studios	S	15.75	3.15	18.90
							Total	3,516.75	342.30	3,859.05

13 June 2023 (2023-2024)

Marshland St James Parish Council

CHEQUE LIST 101335 to 101338

Voucher	Number	Name	Description	Amount
33	101335	Norfolk ALC	Training	72.00
42	101336	Norfolk SLCC	Training	55.00
44	101337	Kevin Painter	Grounds maintenance	265.00
45	101338	E & DE Gathercole	Grounds maintenance	24.00
TOTAL				416.00

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