

## MARSHLAND ST JAMES PARISH COUNCIL

### Minutes of an Ordinary Parish Council Meeting Held on 10<sup>th</sup> July 2023

Minute No 23/034, 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		
Cllr Rimell	Yes		
Cllr Thorpe	Yes		
Cllr Wilkinson		Yes	Yes

**Also present:**

Neil Watson – Clerk to the Council

Borough Councillor Brian Long

6 Members of the public

Minute No	Agenda Item	Discussion	Motion/Action
23/035	2. Approve the minutes of meetings on 12 <sup>th</sup> June 2023		Proposed: Cllr Gathercole , seconded Cllr Thorpe. All in favour
	3. Receive declarations of interest on Agenda Items	Cllr Askew declared an interest in Item 7	
23/036	4. Adjourn the meeting to allow for public comments on Agenda items		Proposed: Cllr Gathercole , seconded Cllr Morgan . All in favour
	5. Reports from County & Borough Councillors	<p><b>Apologies from Cllr Chris Dawson – NCC</b></p> <p>Cllr Long advised that Borough Council outside responsibilities have still not been allocated. He noted that noise complaints are a Borough Council responsibility. Advised that he would be recommending that the planning application for 81 Smeeth Road be considered at Planning Committee</p>	

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

	6. Police Matters	A reminder of the next priority meeting on 25 <sup>th</sup> July, venue to be confirmed.	
	7. Planning Matters		
	a. To consider applications received since the last meeting	<p><b>23/00897/F</b> – New one-bed annexe at 21 Walton Road</p> <p><b>23/01116/F</b> – Retention of annexe at 81 Smeeth Road</p> <p><b>23/00454/F</b> – Conversion of barn at The Willows, Middle Drove</p> <p><b>23/01214/CU</b> – 8,10 &amp; 12 Carters Field Way</p>	<p>Councillors have no objection to this application, but request that a condition be placed on any decision that the annexe remain at all times as ancillary accommodation to the main property and is not permitted to be a separate dwelling.</p> <p>Councillors SUPPORT retention of the annexe as built, subject to there being no vehicular access permitted from Dades Lane at the rear of the site at any time. Councillors also request a condition that the annexe remains within the curtilage of the main dwelling at all times and is not permitted to become an independent dwelling. (Vote 4 in favour, 2 against, 1 abstention)</p> <p>Councillors SUPPORT this application, but request a condition be applied that requires any trees removed from the site be replaced on at least a one-to-one basis. (Vote 5 in favour, 1 against)</p> <p>Councillors SUPPORT the application, but request that Permitted Development rights be removed from the additional land to protect the land from any future development in perpetuity. (Vote 6 in favour, 1 against)</p>
	b. Planning decisions from the Borough Council	<p><b>23/00892/AG</b> – Bodgers Farm, Black Drove – Delegated decision 12<sup>th</sup> June 2023</p> <p><b>21/01096/F</b> – The Yard, Dades Lane – permitted 22<sup>nd</sup> June 2023</p> <p><b>23/00822/LDE</b> – Greenbank Farm Low Road – Lawful Development Certificate 19<sup>th</sup> June 2023</p>	
	8. Receive matters arising from the minutes	Discussion took place about the TPO over the orchard at School Road	The Clerk advised Councillors of his actions so far to clarify the extent of the TPO. Matter to be carried forward to next meeting's Agenda

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

	9. Receive correspondence	<p>Circulated prior:</p> <p><b>Cllr Chris Dawson</b> – Verge trimming x 2</p> <p><b>Cllr Chris Dawson</b> – Message from Liz Truss</p> <p><b>Cllr Chris Dawson</b> – DIY waste charges</p> <p><b>Cllr Chris Dawson</b> – Ukrainian refugees</p> <p><b>Norfolk County Farms</b> – Newsletter &amp; Rural Crime</p> <p><b>Rural Services Network</b> – Funding Digest&amp; Rural Bulletin</p> <p><b>Healthwatch Norfolk</b> – Newsletter</p> <p><b>Norfolk ALC</b> – Newsletter x 2</p> <p><b>Community Action Norfolk</b> – Newsletter x 2</p> <p><b>Queen Elizabeth Hospital</b> – Newsletter &amp; Corporate Strategy Note</p> <p><b>Norfolk Police</b> – Update on local policing &amp; radicalisation webinar</p>	
23/037	10. To discuss any issues from the Playing Field Management Partnership Meeting	<p>The padlock on the over-height barrier is to be changed for a combination lock. PFMP recommended acceptance of a quotation for £220 for emergency pothole repairs.</p> <p>Quotations needed to reduce the hedge on the south-east boundary of the playing field</p>	Expenditure approved by acclaim
23/038	11. Highways Issues	<p>The situation regarding verge maintenance was discussed.</p> <p>It was noted that Black Drove has been top-dressed without the underlying potholes being filled.</p> <p>A site entrance on School Road was discussed</p>	<p>Councillors expressed dissatisfaction with Highways' management of verge cutting within the 30mph areas of the parish.</p> <p>Clerk to raise with Planning Enforcement. Proposed: Cllr Coleman , seconded Cllr Thorpe. All in favour</p>
	12. FINANCE		

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

23/039	a. Accept the accounts to 30 <sup>th</sup> June 2023	Following checking by Cllrs it was proposed that the accounts be accepted.	Proposed: Cllr Gathercole, seconded Cllr Coleman. All in favour
23/040	b. Note first quarter accounts to 30 <sup>th</sup> June 2023		Accepted by acclaim
23/041	c. Agree to sign cheques and approve payments		Proposed: Cllr Askew , seconded Cllr Gathercole. All in favour
23/042	d. Consider quotations for street lighting maintenance		The quotation from K&M Lighting was accepted. Proposed: Cllr Rimell , seconded Cllr Thorpe. All in favour
23/043	13. Adjourn the meeting to allow for public comments on Agenda items		Proposed: Cllr Gathercole , seconded Cllr Morgan . All in favour
	14. Receive items of concern and matters to be included in the next Agenda	The TPO over the orchard on School Road (see 8 above) Speeding enforcement	
	15. Date of next Parish Council meeting	Monday 11 <sup>th</sup> September 2023 at 7.30pm, Marshland Hall	
23/044	16. Confidential Item (Press and Public to be excluded)	To receive an update from the Neighbourhood Plan Steering Group	The Parish Council support the general form of consultation of Parishioners as per the draft document. Proposed: Cllr Thorpe , seconded Cllr Rimell . Vote: 6 in favour, 1 against
	Meeting Closed	9.30pm	

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

7 July 2023 (2023-2024)

**Marshland St James Parish Council**  
**CHEQUE LIST 101340 to 101344**

Voucher	Number	Name	Description	Amount
47	101340	St James Methodist Church	Admin	25.00
48	101341	Norfolk ALC	Training	5.35
50	101342	HMRC	PAYE	3.18
51	101343	CCP	NP Expenses	420.00
52	101344	Watson N L (Clerk RFO)	Clerks expenses	241.10
<b>TOTAL</b>				<b>694.63</b>

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

7 July 2023 (2023-2024)

**Marshland St James Parish Council  
PAYMENTS LIST**

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
33 Training	12/06/2023		A_Current account	101335	Training	Norfolk ALC	S	60.00	12.00	72.00
34 Domain Name Management	01/06/2023		A_Current account		Domain Name Management	Cloudy IT	S	29.83	5.97	35.80
35 Clerks salary	20/06/2023		A_Current account		Clerks Salary	Watson N L (Clerk RFO)	X	781.04		781.04
36 Playground Ranger	20/06/2023		A_Current account		Litter Picking & Bin Emptying	Erica Lane	X	137.80		137.80
37 Playing field	01/06/2023		A_Current account		Litter Picking & Bin Emptying	Amazon	X	19.98		19.98
38 Playing field	01/06/2023		A_Current account		Litter Picking & Bin Emptying	Amazon	S	12.28	2.46	14.74
39 Playing field	01/06/2023		A_Current account		Litter Picking & Bin Emptying	Amazon	S	5.82	1.17	6.99
40 Grass Cutting & Ground Wor	30/06/2023		A_Current account		Grounds maintenance	CGM Group Ltd	S	41.93	8.39	50.32
40 Maintenance of Trod	30/06/2023		A_Current account		Grounds maintenance	CGM Group Ltd	S	102.13	20.43	122.56
40 Village Gateways	30/06/2023		A_Current account		Grounds maintenance	CGM Group Ltd	S	20.42	4.08	24.50
40 Grass Cutting & Ground Wor	30/06/2023		A_Current account		Grounds maintenance	CGM Group Ltd	S	64.50	12.90	77.40
40 Grass Cutting & Ground Wor	30/06/2023		A_Current account		Grounds maintenance	CGM Group Ltd	S	451.50	90.30	541.80
40 Play Area Maintenance	30/06/2023		A_Current account		Grounds maintenance	CGM Group Ltd	S	25.80	5.16	30.96
41 Bin Collection	28/06/2023		A_Current account		emptying of wheele bin	Baco-Compak Ltd	S	109.83	21.98	131.81
42 Training	12/06/2023		A_Current account	101336	Training	Norfolk SLCC	X	55.00		55.00
43 Stationery	10/06/2023		A_Current account		Admin	Amazon	S	23.32	4.67	27.99
44 Maintenance & Repair	23/06/2023		A_Current account	101339	Grounds maintenance	Kevin Painter	X	265.00		265.00
45 Maintenance & Repair	12/06/2023		A_Current account	101338	Grounds maintenance	E & DE Gathercole	S	20.00	4.00	24.00
46 Admin	12/06/2023		A_Current account	101337	Admin	Kevin Painter	X			
<b>Total</b>								<b>2,226.18</b>	<b>193.51</b>	<b>2,419.69</b>

Created by  Scribe