

MARSHLAND ST JAMES PARISH COUNCIL

Minutes of an Ordinary Parish Council Meeting

Held on 11th September 2023

Minute No 23/053, 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	Yes
Cllr Wilkinson	Yes		

Also present:

Neil Watson – Clerk to the Council

4 Members of the public

Minute No	Agenda Item	Discussion	Motion/Action
23/054	2. Approve the minutes of meetings on 10 th July & 16 th August 2023	The minutes were accepted by acclaim	Proposed: Cllr Gathercole, seconded Cllr Morgan. All in favour
	3. Receive declarations of interest on Agenda Items		
23/055	4. Adjourn the meeting to allow for public comments on Agenda items		Proposed: Cllr Morgan, seconded Cllr Askew. All in favour
	5. Reports from County & Borough Councillors	Apologies from Cllr Chris Dawson – NCC No Councillors present	
23/056	6. Consider supporting the 'Cash for Norfolk' campaign	It was agreed to support this campaign	Approved by acclaim
	7. Police Matters	A reminder of the next priority meeting on 24 th October, venue to be confirmed.	
	8. Planning Matters		
23/057	a. To consider applications received since the last meeting	23/01433/F – Change of use of land at 21 Walton Road with garage, summer house & driveway 23/00844/F – demolition of two bungalows at 1&2 Rustons Cottages with two replacement dwellings	Councillors have NO OBJECTION to this application. Councillors have no further comments on this application.

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	b. Planning decisions from the Borough Council	23/00752/F – 21 Walton Road – permitted 23 rd August 2023 21/00527/F – Virginia Lake Caravan Park– permitted 7 th September 2023 23/00294/F – 1 The Bungalow, Dades Lane– permitted 15 th August 2023	
	9. Receive matters arising from the minutes	Item 23/038 – Planning Enforcement have opened a file on this matter.	
	10. Receive correspondence	Circulated prior: See page 10 of minutes	
23/058 23/059	11. To discuss the Norfolk Net Zero Communities initiative	The Council is being asked to complete a short questionnaire on this subject	Clr Coleman proposed that the Council should not be involved in this initiative, the was no seconder for this motion. Clr Askew proposed that the Clerk completed the questionnaire, seconded by Clr Wilkinson – 6 votes in favour, 1 against
23/060	12. To discuss any issues from the Playing Field Management Partnership Meeting	PFMP recommended that the car-park be white-lined as soon as possible after completion of the works.	The Clerk is to chase two more quotes then accept the most appropriate quotation.
23/061	13. Update on the application to BCKLWN for CIL monies	The application has been approved in full	Clerk to organise the resurfacing works as soon as possible
23/062	14. To consider the condition of the Parish noticeboard	The Noticeboard is obsolete so replacement sheeting cannot be obtained	Clr Gathercole to investigate whether the sheet can be replaced by a local contractor. Replacement of the noticeboard would be a budget item for 2024/25 rather than an immediate spend. Proposed Clr Askew, sec Clr Wilkinson, all in favour
	15. To review Tree Protection Order 2/TPO/00668	The Borough Arboriculturist agrees that the TPO is inconsistent and the drawing needs amendment and will attend to that as soon as his workload permits.	

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	16. Highways Issues	Overhanging bushes and trees on Dades Lane Pothole at the junction of School Road & Hope Lane Potholes and poor road surface on Black Drove There are overhanging bushes at various places in the Parish. 204 Smeeth Road – boulders on Highways land Poor reinstatement after service works – across Smeeth Road outside No 150. Cllr Askew walked the whole length of the Trod with a NCC Highways engineer.	Highways to produce a schedule of works needed to reinstate the trod, referring works to property owners where appropriate.
	17. FINANCE		
23/063	a. Accept the accounts to 31 st July & 31 st August 2023	Following checking by Cllrs it was proposed that the accounts be accepted.	Proposed: Cllr Gathercole, seconded Cllr Coleman. All in favour
23/064	b. Agree to sign cheques and approve payments		Proposed: Cllr Askew, seconded Cllr Wilkinson. All in favour
	c. Note the completion of the External Audit	The Clerk advised that the External Audit has been completed and was a clean audit, the closing report has been posted publicly as necessary	
23/065	d. To consider changes to the Council's banking arrangements	The RFO explained to Councillors that Barclays continue to be difficult to deal with. He has been advised that Barclays will shortly be requiring the Council to close its existing accounts and move to a different type of account. The current arrangements make it impossible for the Council to move away from cheques and use online payments. The RFO wishes to move the Council's banking to Unity Trust Bank, an established bank with ethical aims that specialises in Parish Council accounts and offers everything the RFO requires for efficient management of the Council's finances.	Proposed: Cllr Morgan, seconded Cllr Partridge that the RFO does what is needed to achieve a smooth transfer of banking. All in favour
	e. To note the rent increase to the Council for allotment land, and the subsequent increase to tenants	County Farms have increased the rental on the allotment land to £106 to £115 per acre. The tenant's invoices have been increased accordingly across the Council's whole allotment portfolio.	

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23/066	18. Adjourn the meeting to allow for public comments on Agenda items		Proposed: Cllr Wilkinson, seconded Cllr Gathercole. All in favour
	19. Receive items of concern and matters to be included in the next Agenda	None	
	20. Date of next Parish Council meeting	Monday 9 th October 2023 at 7.30pm, Marshland Hall	
23/067	21. Confidential Item (Press and Public to be excluded)	To receive the Clerk's annual appraisal	The Clerk withdrew while his Annual Appraisal was discussed. On his return it was noted that his second year in office had been successful. A salary review to SCP22 effective 1 st September 2023 was awarded.
	Meeting Closed	8.55pm	

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