

MARSHLAND ST JAMES PARISH COUNCIL

Minutes of an Ordinary Parish Council Meeting Held on 9th October 2023

Minute No 23/068, 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 Jones (from Item 2)	Yes		
Cllr Morgan		Yes	No
Cllr Partridge	Yes		
Cllr Rimell	Yes		
Cllr Thorpe	Yes		
Cllr Wilkinson	Yes		

Apologies from Cllr C Dawson, NCC

Also present:

Neil Watson – Clerk to the Council

Cllr B Long BCKLWN

4 Members of the public

Minute No	Agenda Item	Discussion	Motion/Action
23/069	2. To consider co-option to fill the vacancy for Parish Councillor	Mr Tim Jones has applied to join the Council; his letter of application was previously circulated to Councillors.	Cllr Jones was elected to the vacancy by acclaim and took his place at the table. Prop Cllr Askew, Sec Cllr Gathercole. All in favour
23/070	3. Approve the minutes of meeting on 11 th September 2023	The minutes were accepted by acclaim	Proposed: Cllr Gathercole, seconded Cllr Partridge. All in favour
	4. Receive declarations of interest on Agenda Items	None	
23/071	5. Adjourn the meeting to allow for public comments on Agenda items		Proposed: Cllr Wilkinson, seconded Cllr Gathercole. All in favour
	6. Reports from County & Borough Councillors	Cllr Long gave an outline of his current activities and priorities for the future.	

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

	7. Police Matters	A reminder of the next priority meeting on 24th October, venue noted as Downham Market Town Hall. Work continues with the school and Cllr Dawson regarding poor parking at the school.	
	8. Planning Matters		
	a. To consider applications received since the last meeting	<p>23/00832/F – Retrospective application at 17 Walton Road</p> <p>23/01578/F – Demolition of existing dwelling with modern replacement, Station House, Middle Drove</p> <p>23/01503/F – Conversion of existing agricultural building at Westfields, School Road</p>	<p>Councillors have no objection to the specific matters forming part of the consultation on 8th September 2023.</p> <p>However, Councillors continue to OBJECT to the front boundary treatment at the site which is overwhelming in scale and form and not in keeping with the street scene.</p> <p>Councillors SUPPORT this application.</p> <p>Councillors have no objection to this application, but request that due regard be given to neighbours with regard to operating hours at the site.</p>
	b. Planning decisions from the Borough Council	<p>23/00454/F – The Willows, Middle Drove – permitted 20th September.</p> <p>21/01097/F – The Yard, Dades Lane – permitted 27th September.</p> <p>23/01262/F – 14 Trinity Road – application refused 26th September.</p> <p>23/01116/F – 81 Smeeth Road – application permitted 2nd October 2023</p>	
	9. Receive matters arising from the minutes	None	

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

	10. Receive correspondence	<p>Circulated prior:</p> <p>Cllr C Dawson – NCC Press Releases</p> <p>Cllr C Dawson – RNAA Norfolk Farming Scholars Competition</p> <p>Healthwatch Norfolk – Newsletter x 2</p> <p>BCKLWN – Draft Corporate Strategy</p> <p>BCKLWN – Permitted Development Rights consultation.</p> <p>Norfolk ALC – Newsletter x 3</p> <p>Slow Ways – Network Introduction</p> <p>QEH – Newsletter</p> <p>CAN – Newsletter</p> <p>Norfolk Police – Norfolk PCC Budget Consultation</p>	
23/072	11. To discuss any issues from the Playing Field Management Partnership Meeting	<p>A recent inspection has revealed some repair issues in the children’s play area. PFMP propose to:</p> <p>Bring forward the annual safety inspection due at Christmas to give an independent report on the condition of the equipment.</p> <p>Remove the slide on the mound and remove the two basketball nets at the MUGA.</p> <p>Hold off repairing the broken multiplay equipment to give the Clerk opportunity to seek additional quotations and grant aid to allow replacement rather than repair.</p>	Prop Cllr Wilkinson, sec Cllr Coleman, 6 in favour, 2 against
23/073		<p>The safety report recommended urgent repairs to the two access gates and the zip wire.</p>	Prop Cllr Gathercole, sec Cllr Askew that these works should be instructed immediately. After a tied vote the Chair used her casting vote in favour of the motion.
	12. Highways Issues	<p>The repair works on School Road were noted as an improvement.</p> <p>Hope Lane has been damaged again by contractor’s equipment.</p> <p>It was noted that many repairs previously reported have still not been completed, Black Drove being a particular example.</p> <p>The trough across Smeeth Road in proximity to No 150 Smeeth Road (caused by previous service works) is still awaiting rectification.</p> <p>The poor condition of the verge on the west side of Smeeth Road from Trinity Road to St Johns Fen End was noted.</p>	Clerk to liaise with Highways as appropriate

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

	13. FINANCE		
23/074	a. Accept the accounts to 30 th September 2023	Following checking by Cllrs it was proposed that the accounts be accepted.	Proposed: Cllr Askew, seconded Cllr Partridge. All in favour
23/075	b. Agree to sign cheques and approve payments		Proposed: Cllr Partridge, seconded Cllr Wilkinson. All in favour
	c. Review the half-year accounts to 30 th September	The Clerk advised that the External Audit has been completed and was a clean audit, the closing report has been posted publicly as necessary	Noted by acclaim
23/076	14. Adjourn the meeting to allow for public comments on Agenda items		Proposed: Cllr Wilkinson, seconded Cllr Gathercole. All in favour
	15. Receive items of concern and matters to be included in the next Agenda	Follow up on the play area works	
	16. Date of next Parish Council meeting	Monday 13 th November 2023 at 7.30pm, Marshland Hall	
	Meeting Closed	8.40pm	

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

10 October 2023 (2023-2024)

**Marshland St James Parish Council
PAYMENTS LIST**

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
70	01/09/2023		A_Current account		Grounds maintenance	CGM Group Ltd	S	124.00	24.80	148.80
75	01/09/2023		A_Current account		street lighting maintenance	K & M Lighting	S	99.00	19.80	118.80
76	01/09/2023		A_Current account		Domain Name Management	Cloudy IT	S	29.83	5.97	35.80
77	01/09/2023		A_Current account		Litter Picking & Bin Emptying	Baco-Compak Ltd	S	64.37	12.87	77.24
78	20/09/2023		A_Current account		Litter Picking & Bin Emptying	Erica Lane	X	137.80		137.80
79	11/09/2023	23/064	A_Current account	101347	PAYE	HMRC	X	9.54		9.54
80	04/09/2023		A_Current account		Admin	Dell Computers	S	36.67	7.33	44.00
81	04/09/2023		A_Current account		Admin	Dell Computers	S	40.00	8.00	48.00
82	04/09/2023		A_Current account		Admin	Dell Computers	S	-40.00	-8.00	-48.00
83	20/09/2023		A_Current account		Clerks Salary	Watson N L (Clerk RFO)	X	781.04		781.04
84	11/09/2023	23/064	A_Current account	101349	Clerks expenses	Watson N L (Clerk RFO)	X	211.40		211.40
85	11/09/2023		A_Current account		Grounds maintenance	Alan Askew & Co	S	400.00	80.00	480.00
86	11/09/2023	23/064	A_Current account	101348	Grounds maintenance	CGM Group Ltd	S	93.00	18.60	111.60
87	26/09/2023		A_Current account		Admin	Viking Direct	S	98.26	19.65	117.91
88	11/09/2023	23/064	A_Current account	101350	Admin	Post Office	X	15.45		15.45
89	05/09/2023		A_Current account		Postage	Post Office	X	13.20		13.20
90	09/09/2023		A_Current account		Admin	Dell Computers	S	-36.67	-7.33	-44.00
91	12/09/2023		A_Current account		Grounds maintenance	E & DE Gathercole	S	54.00	10.80	64.80
92	11/09/2023	23/064	A_Current account	101352	Grounds maintenance	Marshland St James Bowls Cl	S	144.99	1.00	145.99
96	11/09/2023	23/064	A_Current account	101351	Bowls Green Maintenance	Marshland St James Bowls Cl	S	144.99	1.00	145.99
	15/09/2023		A_Current account		Admin	Post Office	X	7.65		7.65
Total								2,283.53	193.49	2,477.02

10 October 2023 (2023-2024)


Marshland St James Parish Council
RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
6 Allotments	04/09/2023		A_Current account		Allotment Rent	Mr A Askew	X	1,027.88		1,027.88
7 Allotments	08/09/2023		A_Current account		Allotment Rent	Mr L Mason	X	60.30		60.30
Total								1,088.18		1,088.18

10 October 2023 (2023-2024)

Marshland St James Parish Council
CHEQUE LIST 300001 to 300010

Voucher	Number	Name	Description	Amount
93	300001	Fenland Leisure Products Ltd	Councillor Training	60.00
94	300001	Fenland Leisure Products Ltd	Training	30.00
			Subtotal No. 300001	90.00
97	300002	Norfolk ALC	Training	50.00
103	300003	MDCSC	Donations	2,000.00
104	300004	Marshland St James Bowls Club	Bowls Green Maintenance	210.00
105	300005	St James Methodist Church	Admin	25.00
106	300006	E & DE Gathercole	Grounds maintenance	58.80
TOTAL				2,433.80

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Page 1

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