

MARSHLAND ST JAMES PARISH COUNCIL

Minutes of an Ordinary Parish Council Meeting Held on 13th November 2023

Minute No 23/077, Agenda Item 1:

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

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

In the absence of Chair and Vice-Chair, Cllr Wilkinson was nominated to chair the meeting. Prop Cllr Rimell, Sec Cllr Jones, all in favour

Also present:

Neil Watson – Clerk to the Council

4 members of the public

Cllr Chris Dawson, Norfolk County Council

Minute No	Agenda Item	Discussion	Motion/Action
23/078	2. Approve the minutes of meeting on 9 th October 2023	The minutes were accepted by acclaim	Proposed: Cllr Morgan, seconded Cllr Thorpe. All in favour
	3. Receive declarations of interest on Agenda Items	None	
23/079	4. Adjourn the meeting to allow for public comments on Agenda items		Proposed: Cllr Thorpe, seconded Cllr Morgan. All in favour
	5. Reports from County & Borough Councillors	Cllr Dawson noted his continued works to improve the standard of school parking (and enforcement). A visit to Marshland St James School last week was very positive. Cllr Dawson continues to work on a project to upgrade the Trod to a full footpath.	

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

	6. Police Matters	No police representative was present, the Clerk noted that the Police were making visits to schools in conjunction with Cllr Dawson's works noted in 5 above.	
	7. Planning Matters		
	a. To consider applications received since the last meeting	<p>23/01841/F – Erect workshop/garage at 390 Smeeth Road</p> <p>23/01121/F – Crown Farmhouse, Middle Drove, demolition and replace with three dwellings.</p> <p>23/01906/F – 17 Walton Road, retrospective application re front boundary treatment</p> <p>23/01933/F – 14 Trinity Road, side and rear extensions</p>	<p>After consulting Councillors, the Clerk had responded that Councillors have no objections to this application.</p> <p>Councillors object to this application as it does not pass either the sequential or exception test for a property situated in Flood Zone 3. The development conflicts with the Borough's sustainable development plan. The development falls within a Zone of Influence within the Norfolk Green Infrastructure Plan and has no mitigating circumstances that would permit development.</p> <p>Councillors object to this application as the revised plans do nothing to mitigate the overwhelming scale and mass of the proposed boundary treatment.</p> <p>Councillors continue to object to this application as it is still overpowering to the street scene</p>
	b. Planning decisions from the Borough Council	23/00832/F – 17 Walton Road, various changes to rear boundaries	Application permitted 19 th October 2023
	8. Receive matters arising from the minutes	None	

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

	9. Receive correspondence	<p>Marshland St James School request use of the Parish carpark on 13th December in conjunction with a visit to the pantomime.</p> <p>St James Methodist Church introduced their Christmas Tree Festival on 16th & 17th December.</p> <p>A pack was received about the HedgehogsRus project.</p> <p>Circulated prior: Cllr C Dawson – County Deal Update Cllr C Dawson – Press Release Healthwatch Norfolk – Newsletter x 3 BCKLWN – Polling District Review BCKLWN – Local Plan Review Norfolk ALC – Newsletter x 2 QEH – Newsletter CAN – Newsletter County Farms – Land for Let County Farms – Sustainability Farming County Farms – Annual Tenants Evening County Farms – GPS Tractor Thefts Liz Truss MP – Newsletter x 2 Linda Cook – Hedgehog Highway Project Norfolk CC – Norwich Western Link Susan Andrews – Falls Project</p>	<p>Use agreed by acclaim, Clerk to liaise with all parties.</p> <p>Details to be circulated to Councillors.</p> <p>To be taken to the December Agenda for discussion</p>
23/080	10. To discuss any issues from the Playing Field Management Partnership Meeting	<p>PFMP agreed unanimously to look into replacing the existing playground equipment to provide an inclusive playground experience.</p>	<p>Agreed by acclaim that the Clerk should seek quotes and grant aid produce a proposal to the next meeting once complete.</p>
	11. Highways Issues	<p>Gritting of the Walton Road route out of the village was discussed.</p> <p>The over-height and encroaching conifers on Walton Road were discussed</p>	<p>Cllr Dawson to take this to Highways.</p> <p>Clerk to refer to Highways</p>
	12. FINANCE		
23/081	a. Accept the accounts to 31 st October 2023	<p>Following checking by Cllrs it was proposed that the accounts be accepted.</p>	<p>Proposed: Cllr Morgan, seconded Cllr Partridge. All in favour</p>

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

23/082	b. Agree to sign cheques and approve payments		Proposed: Cllr Partridge, seconded Cllr Rimmel. All in favour
23/083	c. To appoint additional bank signatory		Proposed: Cllr Thorpe, seconded Cllr Coleman. All in favour
	13. Adjourn the meeting to allow for public comments on Agenda items	No-one wished to speak	
	14. Receive items of concern and matters to be included in the next Agenda	HedgehogsRus	
	15. Date of next Parish Council meeting	Monday 11 th December2023 at 7.30pm, Marshland Hall	
	Meeting Closed	8.25pm	

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

12 November 2023 (2023-2024)

**Marshland St James Parish Council
PAYMENTS LIST**

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
93 Training	09/10/2023	23/075	Unity Trust CA	300001	Councillor Training	Fenland Leisure Products Ltd	S	50.00	10.00	60.00
94 Training	09/10/2023	23/075	Unity Trust CA	300001	Training	Fenland Leisure Products Ltd	S	25.00	5.00	30.00
95 Software	02/10/2023		A_Current account		Admin	Cloudy IT	S	85.00	17.00	102.00
97 Training	09/10/2023	23/075	Unity Trust CA	300002	Training	Norfolk ALC	X	50.00		50.00
98 Domain Name Management	05/10/2023		A_Current account		Domain Name Management	Cloudy IT	S	29.83	5.97	35.80
99 Grass Cutting & Ground Wor	05/10/2023		Unity Trust CA		Grounds maintenance	CGM Group Ltd	S	62.00	12.40	74.40
99 Play Area Maintenance	05/10/2023		Unity Trust CA		Grounds maintenance	CGM Group Ltd	S	20.78	4.16	24.94
99 Maintenance of Trod	05/10/2023		Unity Trust CA		Grounds maintenance	CGM Group Ltd	S	204.25	46.85	245.10
99 Village Gateways	05/10/2023		Unity Trust CA		Grounds maintenance	CGM Group Ltd	S	10.21	2.04	12.25
99 Play Area Maintenance	05/10/2023		Unity Trust CA		Grounds maintenance	CGM Group Ltd	S	12.90	2.58	15.48
100 Bin Collection	05/10/2023		Unity Trust CA		emptying of wheelle bin	Baco-Compak Ltd	S	90.45	18.08	108.53
101 Clerks salary	20/10/2023		Unity Trust CA		Clerks Salary	Watson N L (Clerk RFO)	X	810.16		810.16
102 Playground Ranger	20/10/2023		Unity Trust CA		Litter Picking & Bin Emptying	Erica Lane	X	137.80		137.80
103 Donations	09/10/2023	23/075	Unity Trust CA	300003	Donations	MDCSC	X	2,000.00		2,000.00
104 Maintenance of Bowls Green	09/10/2023	23/075	Unity Trust CA	300004	Bowls Green Maintenance	Marshland St James Bowls Cl	X	210.00		210.00
105 Admin	09/10/2023	23/075	Unity Trust CA	300005	Admin	St James Methodist Church	X	25.00		25.00
106 Maintenance & Repair	09/10/2023	23/075	Unity Trust CA	300006	Grounds maintenance	E & DE Gathercole	S	49.00	9.80	58.80
107 Postage	12/10/2023		A_Current account		Admin	Post Office	X	20.00		20.00
108 Car Park Repair	12/10/2023		Unity Trust CA	300008	Car park improvements/repair	Harris Road Contractors Ltd	S	18,040.00	3,608.00	21,648.00
109 Car Park Repair	12/10/2023		Unity Trust CA	300007	Car park improvements/repair	RoadArt Ltd	S	505.10	101.02	606.12
110 Allotments	18/10/2023		Unity Trust CA		Allotment Rent	Norfolk County Council	X	370.00		370.00
114 Grass Cutting & Ground Wor	26/10/2023		Unity Trust CA		Grounds maintenance	Moore's Waste Management	X	345.00		345.00
Total								23,152.48	3,836.90	26,989.38

Created by  Scribe

12 November 2023 (2023-2024)

Marshland St James Parish Council

RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
8 VAT	05/10/2023		A_Current account		VAT refund	HMRC	R		437.98	437.98
9 Maintenance & Repair	12/10/2023		Unity Trust CA		Grants	BCKLWN	X	10,840.00		10,840.00
10 Allotments	13/10/2023		Unity Trust CA		Allotment Rent	Mr T Dieham	X	663.27		663.27
11 Allotments	13/10/2023		Unity Trust CA		Allotment Rent	Mis A Christensen	X	120.61		120.61
12 Misc	16/10/2023		Unity Trust CA		Post Office Cash Deposit 2422	Post Office Bank Error	X	783.88		783.88
13 CIL Income	25/10/2023		Unity Trust CA		CIL payment	BCKLWN	X	1,692.00		1,692.00
Total								14,099.76	437.98	14,537.74

Created by  Scribe

Marshland St James Parish Council

13 November 2023 (2023-2024)

CHEQUE LIST 300009 to 300017

Voucher	Number	Name	Description	Amount
111	300009	Fenland Leisure Products Ltd	play area repairs	
112	300010	BCKLWN	Election Recharge	1,774.80
115	300011	Viking Direct	Admin	54.60
120	300013	Watson N L (Clerk RFO)	Clerks expenses	134.93
125	300014	RBL Poppy Appeal	Admin	335.40
128	300015	SLCC Enterprises Ltd	Subscriptions	25.00
129	300016	Fenland Leisure Products Ltd	play area repairs	148.00
130	300017	M & B	Bowls Green Maintenance	430.80
				184.52
			TOTAL	3,088.05

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