

## MARSHLAND ST JAMES PARISH COUNCIL

### Minutes of an Ordinary Parish Council Meeting Held on 12<sup>th</sup> February 2024

Minute No 24/010, 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	Yes
Cllr Jones	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 Chris Dawson, Norfolk County Council

Cllr Brian Long – BCKLWN

2 members of the public

Minute No	Agenda Item	Discussion	Motion/Action
24/011	2. Approve the minutes of meeting on 8 <sup>th</sup> January 2024	The minutes were accepted by acclaim	Proposed: Cllr Morgan, seconded Cllr Jones. All in favour
	3. Receive declarations of interest on Agenda Items	None	
24/012	4. Adjourn the meeting to allow for public comments on Agenda items		Proposed: Cllr Wilkinson, seconded Cllr Jones. All in favour
	5. Reports from County & Borough Councillors	Cllr Dawson spoke about school parking, the proposed footway along Smeeth Road, the incinerator project and speed reduction. Cllr Long updated the meeting about 2024/25 Borough budgets, and the planning appeal relating to the proposed solar farm on Harps Hall Lane	
	6. Police Matters	No police representative was present. The Clerk attended a Police Priority meeting on 30 <sup>th</sup> January. The priorities for Q1/2024 are Road Safety, Youth Engagement and ASB in rural areas. Next Priority Setting meeting on 30 <sup>th</sup> April at 7pm. Two officers attended the Beat Your Bills event at Marshland Hall earlier today (12 <sup>th</sup> February).	

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

	7. Planning Matters		
	a. To consider applications received since the last meeting	No applications	
	b. Planning decisions from the Borough Council	<b>23/01654/F</b> – Agricultural building, Middle Drove – revised access to field	Application <b>permitted</b> 1 <sup>st</sup> February 2024
	8. Receive matters arising from the minutes	The Clerk wrote to the enquirer about Archery on the Playing Field, laying out the information and documents the Council would require. There has been no response. The Beat Your Bills event was held at Marshland Hall today. Cllr Askew received a certificate on behalf of the Parish recording participation in the Norfolk Net Zero Communities Project. A variety of organisations attended offering helpful information, including Norfolk Police (see 6 above), Community Action Norfolk, Anglian Water, Lily and the WOW bus. The Clerk was present to offer Parish Council information, he spoke with a number of Parishioners and handed out a leaflet showing various local information.	
	9. To receive correspondence	Circulated prior: <b>Cllr Chris Dawson</b> – A47 update <b>Cllr Chris Dawson</b> – NCC Press Release <b>Cllr Chris Dawson</b> – Budget and funding update <b>Cllr Chris Dawson</b> – NCC budget press release <b>Cllr Chris Dawson</b> – Government Rwanda Bill <b>Cllr Chris Dawson</b> – Parish Report, Jan 2024 <b>County Farms</b> – School visits <b>HealthWatch Norfolk</b> – Newsletter <b>Norfolk County Council</b> – Minerals and Waste Local Plan <b>QEH</b> - Newsletter	
	10. Discuss any issues from the PFMP meeting	None	
	11. Highways Issues	Footpath at Hickathrift Field Hedges opposite Debedees at St Johns Fen End (Clerk liaising with neighbouring Clerk) Hedges at Edge Bank – Cllr Dawson advised that this work was known by Highways and awaiting rectification.	
	12. FINANCE		
24/013	a. Accept the accounts to 31 <sup>st</sup> January 2024	Following checking by Cllrs and it was proposed that the accounts be accepted.	Proposed: Cllr Askew, seconded Cllr Wilkinson. All in favour
24/014	b. Agree to sign cheques and approve payments	Payments as per list attached were approved	Proposed: Cllr Wilkinson, seconded Cllr Rimell. All in favour
24/015	c. Authorise Unity Trust Bank to accept internal account transfers from the Clerk with no further authorisation		Proposed: Cllr Jones, seconded Cllr Thorpe. All in favour

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

24/016	d. Agree to transfer the balance of the NS&I account to a higher interest rate account with Unity Trust Bank		Proposed: Cllr Askew, seconded Cllr Thorpe. All in favour
24/017	e. Authorise the Clerk, as Proper Officer, to sign grant applications on behalf of the Parish Council		Proposed: Cllr Jones, seconded Cllr Morgan. All in favour
24/018	13. Adjourn the meeting to allow for public comments on Agenda items		Proposed: Cllr Morgan, seconded Cllr Coleman. All in favour
	14. Receive items of concern and matters to be included in the next Agenda	None	
	15. Date of next Parish Council meeting	Monday 11 <sup>th</sup> March 2024 at 7.30pm, Marshland Hall	
	Meeting Closed	8.05 pm	

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

3 February 2024 (2023-2024)

**Marshland St James Parish Council**  
**PAYMENTS LIST**

Voucher Code	Date	Minutes	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
138	01/01/2024		Unity Trust CA		Grounds maintenance	CGH Group Ltd	S	64.50	12.90	77.40
148	19/01/2024		Unity Trust CA		Litter Picking & Bin Emptying	Erica Lane	X	173.20		173.20
149	19/01/2024		Unity Trust CA		Clerk's Salary	Watson N L (Clerk RFO)	X	930.80		930.80
152	10/01/2024		Lloyds Bank Mastercard		Bank service charge	Lloyds Bank Corporate Card	X	3.00		3.00
153	03/01/2024		Unity Trust CA		Domain Name Management	Cloudy IT	S	81.70	16.34	98.04
154	09/01/2024	24/007	Unity Trust CA		Grounds maintenance	King's Lynn Internal Drainage	S	100.00	20.00	120.00
155	04/01/2024		Unity Trust CA		emptying of wheelle bin	Baco-Compak Ltd	S	30.40	6.08	36.48
156	09/01/2024	24/007	Unity Trust CA		NP Expenses	CCP	S	950.00	190.00	1,140.00
157	04/01/2024		Unity Trust CA		Litter Picking & Bin Emptying	Baco-Compak Ltd	S	70.00	14.00	84.00
158	01/01/2024		Lloyds Bank Mastercard		Admin	Amazon	S	27.99	5.60	33.59
159	01/01/2024		Lloyds Bank Mastercard		Admin	Amazon	S	-27.99	-5.60	-33.59
160	03/01/2024		Lloyds Bank Mastercard		Admin	Amazon	S	10.82	2.17	12.99
162	09/01/2024		Unity Trust CA		Street lighting electric	SSE Electricity	L	148.11	7.40	155.51
163	09/01/2024		Unity Trust CA		Street lighting electric	SSE Electricity	L	51.01	2.55	53.56
165	20/01/2024		Lloyds Bank Mastercard		Subscriptions	Zoom Software	S	125.90	25.98	155.88
166	25/01/2024		Unity Trust CA		PAYE	HMRC	X	70.12		70.12
170	27/01/2024		Lloyds Bank Mastercard		Admin	Amazon	Z	8.99		8.99
171	26/01/2024		Lloyds Bank Mastercard		Bank service charge	Lloyds Bank Corporate Card	X	3.00		3.00
<b>Total</b>								<b>2,825.55</b>	<b>297.42</b>	<b>3,122.97</b>

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3 February 2024 (2023-2024)

**Marshland St James Parish Council**  
**RECEIPTS LIST**

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
18 VAT	01/01/2024		Unity Trust CA		VAT refund	HMRC	R	31.81	916.28	916.28
21	Commuted Sum (Street Light	01/01/2024	NS&I		Interest Received	NS&I	X	31.81		31.81
<b>Total</b>								<b>31.81</b>	<b>916.28</b>	<b>948.09</b>

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**Marshland St James Parish Council**

**ONLINE PAYMENTS LIST**

**For meeting on 12<sup>th</sup> February 2024**

999996	Viking Direct	£101.16
999997	Starboard Systems Ltd	£311.04
999998	Watson N L (Clerk RFO)	£206.00
999999	CCP	£6,420.00

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