

MARSHLAND ST JAMES PARISH COUNCIL

Minutes of an Ordinary Parish Council Meeting

Held on 8th July 2024

Minute No 24/072, 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	No
Cllr Rimell	Yes		
Cllr Thorpe	Yes		
Cllr Wilkinson		Yes	Yes

Apologies from Cllr C Dawson, NCC & Cllr B Long, BCKLWN

Also present:

Neil Watson – Clerk to the Council

1 member of the public

Minute No	Agenda Item	Discussion	Motion/Action
24/073	2. Approve the minutes of meeting on 10 th June 2024	The minutes were accepted by acclaim	Proposed Cllr Askew, seconded Cllr Morgan, all in favour.
	3. Receive declarations of interest on Agenda Items	None	
24/074	4. Adjourn the meeting to allow for public comments on Agenda items		Proposed Cllr Askew, seconded Cllr Morgan, all in favour.
	5. Reports from County & Borough Councillors	None present	
24/075	6. Consider accepting a donation of a defibrillator to the Parish Council	It was confirmed that Marshland Hall would provide the electricity supply to the defibrillator unit. The Clerk advised that were no budget implications for 2024/25 unless the defibrillator was used, and the pads rendered unusable.	Proposed Cllr Thorpe, Seconded Cllr Rimell that we should accept the donation. By a show of hands: 3 in favour, 2 against, 1 abstention.
	7. Police Matters	A reminder that the next Community Engagement meeting is on 29 th July at 7pm – at Downham Market Town Hall or via Teams	

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

	8. Planning Matters		
	a. To consider applications received since the last meeting	None since the last meeting	
	b. Planning decisions from the Borough Council	No decisions since the last meeting	
	9. Receive matters arising from the minutes	The football club submitted a drawing of their proposed sign. Councillors discussed the dimensions, wording and location of the sign and tasked the Clerk to contact the Club to clarify the detail. It was agreed that this matter could be taken forward by email between all parties.	
	10. To receive correspondence	Circulated prior: Healthwatch Norfolk – Newsletter Norfolk ALC – Newsletter	
	11. Discuss any issues from the PFMP meeting	The PFMP meeting was cancelled as non-quorate.	
	12. Highways Issues	The condition of Edge Bank was discussed, the Clerk is to contact Cllr Dawson to discuss progress. It was noted that surveyors had been spotted at the location of the proposed new footway. Some verge cutting has taken place within the Parish, the Clerk is to produce a map of the Parish highlighting the areas we consider need regular cutting to prevent safety issues.	
	13. FINANCE		
24/076	a. Accept the accounts to 30 th June 2024	Following checking by Cllrs Rimell & Thorpe it was proposed that the accounts be accepted.	Proposed Cllr Thorpe, seconded Cllr Rimell, all in favour.
24/077	b. Note the first quarter accounts		Accepted by acclaim
24/078	c. Agree to approve payments (and to sign cheques where appropriate)	Payments as per list attached were approved	Proposed Cllr Rimell, seconded Cllr Thorpe, all in favour.
24/079	14. Adjourn the meeting to allow for public comments on Agenda items		Proposed Cllr Askew, seconded Cllr Jones, all in favour.
	15. Receive items of concern and matters to be included in the next Agenda	None	
	16. Date of next Parish Council meeting	Monday 9 th September 2024 at 7.30pm, Marshland Hall	
	Meeting Closed	8.10 pm	

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

Marshalland St James Parish Council

PAYMENTS LIST

28 June 2024 (2024-2025)

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
38 20 mph Speed Reduction Proj	10/06/2024		Unity Trust CA		20 mph scheme	Cubed Creative Ltd	S	408.00	81.60	489.60
39 Car Park Repair	10/06/2024		Unity Trust CA		Car park improvements/repairs	RoadArt Ltd	S	445.00	89.00	534.00
42 Mileage	10/06/2024		Unity Trust CA		Councillor Mileage	Sue Askew	X	22.90		22.90
44 Glass recycling	28/06/2024		Unity Trust CA		Bottle bank emptying	URW (UK) Ltd	S	18.00	3.60	21.60
45 Playground Ranger	17/06/2024		Unity Trust CA		Litter Picking & Bin Emptying	Erica Lane	X	175.80		175.80
46 Clerks salary	17/06/2024		Unity Trust CA		Clerks Salary	Watson N L (Clerk RFO)	X	847.60		847.60
49 Street lighting	03/06/2024		Unity Trust CA		street lighting maintenance	K & M Lighting	S	99.00	19.80	118.80
50 Domain Name Management	03/06/2024		Unity Trust CA		Domain Name Management	Cloudy IT	S	81.70	16.34	98.04
51 Bin Collection	04/06/2024		Unity Trust CA		Emptying of Wheelie Bin	Beco-Compak Ltd	S	73.78	14.76	88.54
52 Bank Service Charges	28/06/2024		Unity Trust CA		Bank Service Charge	Unity Trust Bank	X	18.00		18.00
53 Grass Cutting & Ground Work	10/06/2024		Unity Trust CA		Grounds maintenance	Nurture Landscapes (prev)	S	31.00	6.20	37.20
53 Grass Cutting & Ground Work	10/06/2024		Unity Trust CA		Grounds maintenance	Nurture Landscapes (prev)	S	10.39	2.08	12.47
53 Play Area Maintenance	10/06/2024		Unity Trust CA		Grounds maintenance	Nurture Landscapes (prev)	S	12.90	2.58	15.48
53 Maintenance of Trod	10/06/2024		Unity Trust CA		Grounds maintenance	Nurture Landscapes (prev)	S	102.13	20.43	122.56
53 Maintenance of Trod	10/06/2024		Unity Trust CA		Grounds maintenance	Nurture Landscapes (prev)	S	80.63	16.12	96.75
53 Village Gateways	10/06/2024		Unity Trust CA		Grounds maintenance	Nurture Landscapes (prev)	S	10.21	2.04	12.25
54 Clerks expenses	11/06/2024		Unity Trust CA		Clerks expenses	Watson N L (Clerk RFO)	X	189.40		189.40
55 Stationery	07/06/2024		Lloyds Bank Masterc		Admin	Amazon	S	20.41	4.08	24.49
60 Stationery	18/06/2024		Lloyds Bank Masterc		Admin	Amazon	S	13.32	2.67	15.99
62 Bank Service Charges	26/06/2024		Lloyds Bank Masterc		Bank Service Charge	Lloyds Bank Corporate Cari	X	3.00		3.00
Total								2,663.17	281.30	2,944.47

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

1 July 2024 (2024-2025)

Marshland St James Parish Council
RECEIPTS LIST

Voucher	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
4	20 mph Speed Reduction Proje	01/06/2024		Unity Trust CA		20 mph scheme	BCKLWN	X	8,142.25		8,142.25
6	Bank Interest	30/06/2024		Unity Trust Savings :		Interest Received	Unity Trust Bank	X	25.44		25.44
7	Bank Interest	30/06/2024		Unity Trust Savings :		Interest Received	Unity Trust Bank	X	436.99		436.99
8	Bank Interest	30/06/2024		Unity Trust Savings :		Interest Received	Unity Trust Bank	X	28.52		28.52
Total									8,633.20		8,633.20

Payments List – Agenda Item 13c

SLCC	£450.00
N L Watson	£191.80
Cllr Askew	£15.00
Nurture Landscapes	£270.82

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