

MARSHLAND ST JAMES PARISH COUNCIL

Minutes of an Ordinary Parish Council Meeting

Held on 9th December 2024

Minute No 24/112, 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		Yes	Yes
Cllr Morgan	Yes		
Cllr Partridge		Yes	Yes
Cllr Rimell	Yes		
Cllr Thorpe	Yes		
Cllr Wilkinson	Yes		

Apologies and Season's Greetings from Cllr Chris Dawson, NCC

Also present:

Neil Watson – Clerk to the Council

2 members of the public

Minute No	Agenda Item	Discussion	Motion/Action
24/113	2. Approve the minutes of meeting on 11 th November 2024	The minutes were accepted by acclaim	Proposed Cllr Morgan, seconded Cllr Thorpe, all in favour.
	3. Receive declarations of interest on Agenda Items	None	
24/114	4. Adjourn the meeting to allow for public comments on Agenda items		Proposed Cllr Morgan, seconded Cllr Wilkinson, all in favour.
	5. Reports from County & Borough Councillors	None present	
	6. Police Matters	The Clerk attended a SNAP meeting on 12 th November, where mud on the road was acknowledged to be a priority issue across the area.	
	7. Planning Matters		

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

24/115	a. To consider applications received since the last meeting	24/02126/F – Primrose Farm – extensions and internal alterations. 24/02145/F – 2 detached dwellings at 2 Trinity Road – condition variation	Councillors have no objections to this proposal. Councillors make the following observation, which we request to be supported by a planning condition: The Trod outside the two properties has already been damaged and made impassable by the works completed so far. As part of the condition compliance, as the access and visibility splays are installed, we require the Trod to be reinstated across the whole width of both frontages to its ‘as new’ condition. Councillors also note that existence of a Royal Mail letterbox at the location and trust that will remain in-situ.
24/116			
	b. Planning decisions from the Borough Council	24/00634/F – Land SW of Orchard View, Dades Lane – proposed dwelling 24/01807/F – 95 Smeeth Road – erection of garage	Application permitted – 20 th November 2024 Application refused – 19 th November 2024
	8. Receive matters arising from the minutes	None that are not Agenda items	
	9. To receive correspondence	Circulated prior: Cllr Dawson – 6-monthly divisional report Cllr Dawson – Broadband and mobile phone network Cllr Dawson – Highways fault reporting Cllr Dawson – NCC press release. Cllr Dawson – Norfolk 2025 VE & VJ commemorations QEH – Newsletter Norfolk ALC - Newsletter	

24/117	10. Discuss any issues from the PFMP meeting	PFMP requested full Council to approve a quotation for the removal of the hedge running along the west boundary of the bowls green. To remove the hedge and grind the stumps out the quotation was £2000 + VAT. The short hedge running east/west is to be trimmed down to fence height along its full length.	It was proposed by Cllr Wilkinson, seconded Cllr Gathercole that the quotation of £2000 be accepted. The Clerk has authority to agree a price for the small amount of trimming with the contractor when on-site. It is to be agreed with the bowls club that once the works are completed, they will take responsibility for maintaining the short hedge going forward, and for making good the area of removal and grinding.
24/118	11. Consider folding the Playing Field Management Partnership into full council with effect from January 2025	Councillors discussed the proposal as laid down in the Clerk's paper and agreed that the new structure will apply from January 2025.	Proposed Cllr Rimell, Sec Cllr Morgan, all in favour. With effect from 13 th January 2025 the Parish Council will meet at 7.00pm. The clerk to write to all the user group representatives explaining the new procedure.
24/119	12. Elect the members of the staffing committee	The TORs state that the staffing committee shall consist of the Chair, Vice-Chair and one Councillor.	Cllr Morgan was agreed to be the Councillor representative, Prop Cllr Coleman, Sec Cllr Rimell all in favour
	13. Highways Issues	Cllr Gathercole expressed concern about the overgrown shrubs at Rungays Bridge, and the delay in filling the grit bins. There are also a number of other items in the Parish that need investigation, and Cllr Gathercole will liaise with the Clerk. The footpath on Walton Road is in poor condition, the Clerk will report this to Highways. A meeting has been scheduled for 28 th January 2025 with Highways and local parishes to discuss devolving the verge cutting budget to Parish Council control.	
	14. FINANCE		
24/120	a. Accept the accounts to 30 th November 2024	Following checking by Cllrs Coleman & Morgan it was proposed that the accounts be accepted.	Prop Cllr Coleman, Sec Cllr Morgan - all in favour
24/121	b. Agree to approve payments (and to sign cheques where appropriate)	Payments as per list attached were approved	Prop Cllr Rimell, Sec Cllr Gathercole - all in favour
24/122	c. Approve the 2025/26 budget and Precept request		Prop Cllr Askew, Sec Cllr Thorpe – on a show of hands, 6 in favour, 1 against.

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

24/123	15. Adjourn the meeting to allow for public comments on Agenda items		Prop Cllr Gathercole, Sec Cllr Wilkinson - all in favour
	16. Receive items of concern and matters to be included in the next Agenda	None	
	17. Date of next Parish Council meeting	Monday 13 th January 2025 at 7.00pm, Marshland Hall	
	Meeting Closed	8.10 pm	

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

29 November 2024 (2024-2025)

Marshland St James Parish Council
PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
133 Clerks salary	19/11/2024		Unity Trust CA		Pension Contributions	Nest Pensions	X	30.23		30.23
133 Pension Conts Council	19/11/2024		Unity Trust CA		Pension Contributions	Nest Pensions	X	75.58		75.58
137 Playground Ranger	19/11/2024		Unity Trust CA		Litter Picking & Bin Emptying	Erica Lane	X	219.44		219.44
138 Clerks salary	19/11/2024		Unity Trust CA		Clerks Salary	Watson N L (Clerk RFO)	X	914.49		914.49
143 Grass Cutting & Ground Work	11/11/2024	24/110	Unity Trust CA		Grounds maintenance	Nurture Landscapes (prev i	S	31.00	6.20	37.20
145 Bin Collection	25/11/2024		Unity Trust CA		Litter Picking & Bin Emptying	Baco-Compak Ltd	S	69.16	13.83	82.99
146 Bank Service Charges	29/11/2024		Unity Trust CA		Bank Service Charge	Unity Trust Bank	X	6.00		6.00
147 Domain Name Management	05/11/2024		Unity Trust CA		Domain Name Management	Cloudy IT	S	81.70	16.34	98.04
148 S137 Donations	01/11/2024		Lloyds Bank Mastersc		Poppy Wreath	RBL Poppy Appeal	X	25.00		25.00
149 Neighbourhood Plan Expenses	11/11/2024	24/110	Unity Trust CA		NP Expenses	MDSC	X	56.00		56.00
150 Membership fees	11/11/2024	24/110	Unity Trust CA		Subscriptions	SLCC Enterprises Ltd	X	190.00		190.00
151 Clerks expenses	11/11/2024	24/110	Unity Trust CA		Clerks expenses	Watson N L (Clerk RFO)	X	171.90		171.90
152 Grass Cutting & Ground Work	11/11/2024	24/110	Unity Trust CA		Grounds maintenance	Nurture Landscapes (prev i	S	62.00	12.40	74.40
152 Maintenance of Trod	11/11/2024	24/110	Unity Trust CA		Grounds maintenance	Nurture Landscapes (prev i	S	80.63	16.13	96.76
152 Maintenance of Trod	11/11/2024	24/110	Unity Trust CA		Grounds maintenance	Nurture Landscapes (prev i	S	-80.63	-16.13	-96.76
153 Grass Cutting & Ground Work	11/11/2024	24/110	Unity Trust CA		Grounds maintenance	Nurture Landscapes (prev i	S	28.75	5.75	34.50
153 Grass Cutting & Ground Work	11/11/2024	24/110	Unity Trust CA		Grounds maintenance	Nurture Landscapes (prev i	S	62.00	12.40	74.40
153 Grass Cutting & Ground Work	11/11/2024	24/110	Unity Trust CA		Grounds maintenance	Nurture Landscapes (prev i	S	10.39	2.08	12.47
153 Play Area Maintenance	11/11/2024	24/110	Unity Trust CA		Grounds maintenance	Nurture Landscapes (prev i	S	12.90	2.58	15.48
153 Maintenance of Trod	11/11/2024	24/110	Unity Trust CA		Grounds maintenance	Nurture Landscapes (prev i	S	80.63	16.13	96.76
153 Village Gateways	11/11/2024	24/110	Unity Trust CA		Grounds maintenance	Nurture Landscapes (prev i	S	53.75	10.75	64.50
153 Village Gateways	11/11/2024	24/110	Unity Trust CA		Grounds maintenance	Nurture Landscapes (prev i	S	10.21	2.04	12.25
154 Village Gateways	11/11/2024	24/110	Unity Trust CA		Clean Village Signs	Mr Clever Clean	X	130.00		130.00
155 Maintenance of Bowls Green	11/11/2024	24/110	Unity Trust CA		Bowls Green Maintenance	Marshland St James Bowls	X	104.96		104.96
156 Maintenance of Bowls Green	29/11/2024		Unity Trust CA		water supply	Wave	Z	152.90		152.90
157 Neighbourhood Plan Expenses	19/11/2024		Lloyds Bank Mastersc		NP Expenses	Europress	S	25.00	5.00	30.00
162 Neighbourhood Plan Expenses	23/11/2024		Lloyds Bank Mastersc		NP Expenses	Post Office	X	2.60		2.60
164 Stationery	20/11/2024		Lloyds Bank Mastersc		Admin	Amazon	S	16.64	3.34	19.98
167 Bank Service Charges	26/11/2024		Lloyds Bank Mastersc		Bank Service Charge	Lloyds Bank Corporate Can	X	3.00		3.00
Total								2,626.23	108.84	2,735.07

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29 November 2024 (2024-2025)

Marshland St James Parish Council
RECEIPTS LIST

Voucher	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
18	Inclusive Playground	07/11/2024		Unity Trust Savings 4		Inclusive Playground	melectronics	X	2,000.00		2,000.00
Total									2,000.00		2,000.00

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5 December 2024 (

Marshland St James Parish Council
PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT
165 Play equipment	09/12/2024		Unity Trust CA		Play area inspection	The Play Inspection Co Ltd	S	180.50	36.10
166 Play equipment	09/12/2024		Unity Trust CA		play area repairs	Fenland Leisure Products L	S	745.00	149.00
168 Clerks expenses	09/12/2024		Unity Trust CA		Clerks expenses	Watson N L (Clerk RFO)	X	213.95	
Total								1,139.45	185.10

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