



# Marsham Parish Council

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## MINUTES OF THE MEETING OF MARSHAM PARISH COUNCIL HELD ON 10<sup>TH</sup> SEPTEMBER 2018 7:30PM IN MARSHAM VILLAGE HALL

### PRESENT

Mr C Hensby – Chairman

Mrs V Allen

Dr J Bailey

Mrs N Carver – Clerk to Marsham Parish

Councillor David Harrison (Arrived Agenda Item 18)

Councillor Sue Catchpol (Arrived Agenda Item 18)

Mr B Parke

Mr D Grapes

Mrs L Willcocks

1 Member of the Public

### 1. APOLOGIES FOR ABSENCE

There were apologies received from Brenda Warman.

### 2. DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS

No Declarations of interest were made.

### 3. MINUTES

Minutes of the meeting held on the 13<sup>th</sup> August 2018 had previously been circulated and **agreed** by the council and signed by the Chairman.

### 4. INFORMATION ON MATTERS ARISING

None noted

### 5. REPORTS FROM POLICE

There were no police present at the meeting. The report from the police has been circulated to all councillors.

### 6. REPORTS COUNTY AND DISTRICT COUNCILLORS

County Councillor David Harrison gave a verbal report to the Parish. The parish councillors spoke to David with regards to the NDR (Broadland North Way). District Councillor Sue Catchpole updated the council with regards to updates on the South Norfolk and Broadland Join. Lesley has asked David Harrison to chase for an update on the Hill House Planning.

### 7. TO ADJOURN THE MEETING TO ALLOW MEMBERS OF THE PUBLIC TO SPEAK

No questions from the public

## 8. TO CONSIDER PLANNING ISSUES

- a) No Planning applications had been received.
- b) PLANNING ENFORCEMENT UPDATE  
Hill House Marsham –both planning and environmental are looking at this planning application. The clerk will update the councillors once there is any further information.

## 9. FINANCE

- a) The balance of the community account as of 31<sup>st</sup> August 2018 £7504.04  
The balance of the business account as of the 31<sup>st</sup> August 2018 £2009.04

- b) The following payments were **approved**

No. 1268	HMRC	PAYE TAX 6 <sup>th</sup> August 18 to 5 <sup>th</sup> September 2018	£12.00	Approved
No. 1269	Administration	August Pay and Expenses incurred 14/8/18 to 10/09/18	£220.83	Approved
No. 1270	David Grapes	Fuel for mower	£15.33	Approved
No. 1271	SLCC	CILCA Qualification	£250.00	Approved

- c) The clerk has completed the pre-qualification course for the CILCA qualification. She has now registered to gain the full qualification and to have it completed by end of the year. The clerk has asked for the parish council to pay for this training/qualification the council **agreed**.

## 10. PARISH CLERK'S REPORT

- a) No Correspondence was received

### Clerks Report

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>COMMENTS</u>
Parish Land		Nothing to Report
Play Area		AGENDA ITEM
Allotments		AGENDA ITEM
Compost Site		AGENDA ITEM
Thatched Shelter		Nothing to report
Village Sign		Nothing to Report
The Heath		No Current Updates
Street Lighting		Nothing to report
Litter & Dog Waste Bins		AGENDA ITEM
Marsham Information Board		Nothing to report – Currently been removed
Bus Shelters		Nothing to report
War memorial		Nothing to report
Highway Rangers		Nothing to report
Parking High Street		Nothing to report

Marsham Parish Council Website		No current updates
Parish Partnership Scheme 2018/2019		Nothing to report
Parish Partnership Scheme 2019/2020		To be moved to October Meeting
Grass Cutting		Waiting on payment from Norfolk County Council, invoice has been received.
SAM 2 Sign		AGENDA ITEM
White 'H' Lines		Nothing to report
GDPR		Nothing to report

#### **11. TO ANSWER QUESTIONS FROM COUNCILLORS**

No questions were received by the councillors

#### **12. COMPOST SITE – WOODFARM & ENVIRONMENT AGENCY**

- a) There two odour complaints during August, there was one on the 10th and another on the 22nd August. The operator informed them there was spreading taking place on the fields adjacent to the composting site on the 22nd and this was a possible source of odour. They did not attend to confirm.

#### **13. MARSHAM VILLAGE HALL**

Lesley gave a verbal report to the council. The repairs to the front of the hall will be taking place over the next week. Next meeting on the 7<sup>th</sup> October.

#### **14. AMENITIES MATTERS (Peewit Fields / Allotments / Playground)**

- a) Colin gave a verbal Update on the 3 areas. All items on the ROSPA report have been looked at the gate however has remained locked due to miss use.
- b) It had been reported over three consecutive weeks that the black bin on George Edwards close situated on the green between the two benches is not being emptied. The clerk had contacted Broadland District Council and was informed this is not one of their bins. The clerk has contacted clarion Housing who installed the bin on site and is waiting on a response, the clerk will keep the councillors updated.
- c) Colin had received 5 quotations for chicken wire for the allotments these were presented to council. The Councillors **Agreed** to purchase the chicken wire from the 5<sup>th</sup> quotation including additional posts up to the amount of £150.
- d) The council have asked the clerk to look at quotations for additional play bark for the play area on George Edwards close.

#### **15. PUBLIC RIGHTS OF WAY**

There is a large pot hole in the turning on to George Edwards Close, the clerk will report to highways

**16. PARISH COUNCIL NOTICE BOARDS**

The Clerk has received 3 quotations which were presented to the council, the council have **Agreed** for this to add this to the budget for next year. The funds previously allocated will be used for the purchase of play bark as this is a higher priority.

**17. MARSHAM SPEED WATCH AND SAM 2 UNIT**

- a) Nothing to report on the speed watch.
- b) 1. The highest speed reached in location 4 was 45mph with an average of 15.6mph. The sign is due to be moved Week Commencing 1<sup>st</sup> October.

**18. ANY OTHER BUSINESS**

- a) The Clerk has received an email from Adrian Scargill asking the parish council for their donation for the upkeep of the Parish defibrillator. The Parish Council **Agreed** to donate £150.00, the councillors all **agreed** that they would like information provide on the usage for the defibrillator including training. The clerk will contact Adrian for payment details.
- b) As per the clerks contract the council **agreed** that the clerk will move up to the next scale pay point this will be backdated to June 2018
- c) The light at the top of George Edwards close is still out this has been reported to the contractors. There is no number on the post Colin will take a look at this.

**19. TO NOTE ITEMS FOR INFORMATION/FUTURE AGENDA**

Budget 2019/2020

**20. DATE OF NEXT MEETING**

To confirm the date of the next Meeting as **Monday 8<sup>th</sup> October 2018 at 7:30. p.m.**

The chairman closed the meeting at 9pm