



# Marsham Parish Council

## DRAFT MINUTES OF THE MEETING OF MARSHAM PARISH COUNCIL

HELD ON 9<sup>th</sup> JUNE 2025 AT 7:00PM IN MARSHAM CHURCH

Email: [marsham\\_pc@outlook.com](mailto:marsham_pc@outlook.com)

### PRESENT

Mr C Rouse (Chairman), Mr C Hensby (Vice Chairman), Mr P Gladden, Mrs P Baker, Mr P Gladden, Mr M Childerhouse

### APOLOGIES:

Public Participation: 0

### Full Council Meeting

1. **APOLOGIES FOR ABSENCE** – Noted above.
2. **DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS** – None.
3. **MINUTES** – Minutes of the meeting held on the 12<sup>th</sup> May 2025 agreed a true account of record and signed by the Chairman.
4. **MATTERS ARISING – A) Casual Vacancies** have been agreed to be kept open and should any residents wish to be co-opted they are to get in touch with the Clerk. **B) Clerk Recruitment** – Advertising was agreed and should anyone be interested in the position to contact the Clerk, Locum Clerks continue to be investigated. **C) Chairmans declaration form to be signed at July meeting.**
5. **PUBLIC PARTICIPATION** – None
6. **REPORTS FROM POLICE** – Clerk to provide links to website.
7. **REPORTS COUNTY AND DISTRICT COUNCILLORS** – The latest update on NNC proposals for Unitary Councils were discussed. The Proposal for One Unitary Council – replacing all District / City Councils in Norfolk with just one encompassing all, will be put forward by NCC to Government in September 2025.
8. **PLANNING** – The Council were updated on the current status of all enforcement cases in the area.
9. **SAM2 SPEEDSIGN** – The Council agreed the next position of the unit to be Cranes Lane and looking to download the data for Fengate to share with Petitioners.
10. **ACCOUNTS** - Balance of the community account was confirmed as of 22<sup>nd</sup> April 2025 £18,550.65 Business Saving Account £2,075.86. The following expenditure was **approved** for payment: -

0204	Norfolk Parish Training and Support	£120.79
0205	Mr Jim Graves (Internal Audit)	£70.00
0206	TT Jones Electrical Ltd	£152.54
0207	R Scarff Clerk Wages May 2025	£327.08
0208	HMRC PAYE (M3)	£81.60

- 10.a. **2024/25 AGAR Internal Audit** – The Council received the Internal Audit report confirming good governance and wished to record their thanks to the Clerk for another year of good quality accounts and Clerking.
- 10.b. **2024/25 AGAR Exemption Certificate** – The Certificate of Exception was signed ready to send back to the External Auditor.
- 10.c. **2024/25 AGAR Section 1 Annual Governance Statement** – The Council agreed this and signed the papers.
- 10.d. **2024/25 AGAR Section 2 Accounting Statements** – The Council agreed this and signed the papers.
11. **CORRESPONDENCE** – Discussion around the quote received for replacement equipment at George Edwards Park initial estimates are £18k which is financially not viable. Agreed for Clerk to research Grant accesses. Reminder about purchasing a new dog litter bin and finding private collection service.
12. **MARSHAM VILLAGE HALL** – A query was raised about the balance of responsibility of volunteers working on the Heath on behalf of NWT.
13. **AMENITIES MATTERS (Peewit Fields / Allotments / Playground / Streetlights)** – The Council discussed the options of ringfencing the funds relating to the Allotments Under the Peewit fields Trust. Clerk to ensure that papers reflect this going forward. In addition the **Peewit Fields** will have it's own line item in the ongoing Annual Parish Meeting for good Governance. The Council were advised that the **Playground** area inspection was imminent and agreed that best course of action was to remove any faulty equipment and make safe ahead of further quotes being received in addition to researching new grants. The Clerk to follow up with Anglian Water on the **Allotment** water connection works. The Council received the renewed 3 year

**Streetlights** maintenance contract from TT Jones noting a reduction of 50% from previous years and signed the agreement. Still awaiting the quote for the remaining upgrades.

14. **HIGHWAYS** – The Council were advised that Street name plates were required to be replaced on Allison Street and Mill Lane. Clerk to raise directly with Highways engineer due to failings of the website report method – signage for restricted byway at the Heath, broken speedsign on A140, pot hole on Mill Road, bottom end Buxton Road junction. The Council discussed a request for returning the School Street Sign of which enquiries to be made as to how much refund will be provided as these cost of £10,000 grant fund.
15. **ANY OTHER BUSINESS** – The Council were grateful for the work of local residents who are taking care of the village with grass cutting and making good.
16. **DATE OF NEXT MEETING** – The next meeting will be held Monday 14<sup>th</sup> July 2025 7pm at the Church.

The Chairman closed the meeting at 20.30

Signed ..... Date .....