



# Marsham Parish Council

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## MINUTES OF THE MEETING OF MARSHAM PARISH COUNCIL HELD ON 12<sup>TH</sup> NOVEMBER 2018 7:30PM IN MARSHAM VILLAGE HALL

### PRESENT

Mr C Hensby – Chairman

Mrs V Allen

Dr J Bailey

Mrs B Warman

Councillor Sue Catchpole

Mrs N Carver – Clerk to Marsham Parish

Mr B Parke

Mr D Grapes

Mrs L Willcocks

Councillor Steve Riley

2 Members of the Public

### 1. APOLOGIES FOR ABSENCE

No apologies to receive.

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

No Declarations of interest were made.

### 3. MINUTES

Minutes of the meeting held on the 08<sup>th</sup> October 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

David Harrison sends his apologies. Sue catchpole updated the Parish with news from the County Council. He is having a meeting with the new highways engineer over the next week and will speak with regards to the tarmac at Little London

Children's centre consultation has now closed, they are looking at having 7 centres through Norfolk.

Councillor Steve Riley updated the Parish on the District Council. There are discussions at Broadland over reviewing the Housing policy.

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

A resident spoke with regards to the Greater Norwich Local Plan, Steve Riley updated the Parish with regards to planning, the GNLDP is currently in the second consultation. The resident asked if the Parish Council will be responding to the GNLDP. The Clerk will respond on behalf of the parish council that they are opposing the plans and would like to obtain the existing settlement limits and not to have infill.

A resident had emailed a councillor with the following issues.

The War memorial has letters fading and extensive mould – this will be added to future agenda.

Drain in Fengate is blocked, the clerk will report this to Highways.

## 8. TO CONSIDER PLANNING ISSUES

a) No Planning applications had been received.

### b) PLANNING ENFORCEMENT UPDATE

Hill House Marsham –Broadland had a meeting with the owners of the property and are working with them to reduce the current number of dogs on site. The environmental health officer is investigating the noise complaints.

Steve Riley reported that the owners are appealing against the planning decision given, if they do appeal this will go to the planning inspector and they have up to 3 weeks to do this. Steve Riley will keep the Parish Council Updated.

Top Farm, Marsham – The was a 60-day provision to put in tarmac up at Little London, this has not been adhered. The original case was closed, Steve Riley has had the case reopened he will keep the Parish Council Updated.

## 9. FINANCE

a) The balance of the community account as of 31<sup>st</sup> October 2018 £11,838.99

We have received a cheque today from Norfolk County Council for our grass cutting payment. A CiL payment of £1235.27 has been received for Broadland District Council.

The balance of the business account as of the 31<sup>st</sup> October 2018 £2009.47

b) The following payments were **approved**

No. 1282/83	Administration	September Pay and Expenses incurred 08/10/18 to 12/11/18	£195.59	Approved
No. 1284	Aylsham Computers Inv 23234	Anti-Virus and Memory Stick	£54.95	Approved
No. 1285	Aylsham Town Council Inv 361	Photocopying November Charge	£5.04	Approved
No. 1286	URM Inv 1011722	Bottle Bank Collection	£14.40	Approved
No. 1287	Ellis Timber Inv 31277	Allotment Fencing	£131.33	Approved
No. 1288	British Legion	Poppy Chaplet	£15.00	Approved
No. 1289	Citizens Advise	Donation (letter request)	£25.00	Approved

c) The clerk has asked the council to purchase the following two books:

- 11<sup>th</sup> Edition Local Council Administration £103.99
- Governance and accountability for Smaller Authorities £20.00

The Parish Council **agreed** to the purchase of both books.

d) Norfolk Citizens advise have wrote to the Parish Council with a request for a donation towards the services they provide. The council **agreed** to make a donation of £25.00.

## 10. BUDGET 2019/2020

- a) The clerk updated the parish council on the current finances and money in reserve. There will be addition costs incurred next year for the upcoming elections. The Parish Council had a lengthy discussion on reserve funds and decrease in expenditure.
- b) 10% increase to the precept was proposed and was seconded this was agreed by a majority.

## 11. PARISH CLERK'S REPORT

### a) Correspondence

Received From	Action to Be Taken
Orsted Windfarm Update	Circulated to all councillors via email

### b) 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		AGENDA ITEM
Village Sign		Nothing to Report
The Heath		No Current Updates
Street Lighting		All lights have been reported from last Parish Council Meeting.
Litter & Dog Waste Bins		Nothing to report
Marsham Information Board		This has been removed from area
Bus Shelters		Nothing to report
War memorial		Nothing to report
Highways	County Council	The potholes on Allison Street/ A140 have been temp filled. Highways have a site meeting to look at patching the full junction and A140 at Allison Street. Highways Technician to visit Croft Lane to look at the Overgrown hedges with the intent of sending letters to the required landowner/ arranging for work to be carried out.
Broadland	District Council	An email has been sent to Broadland with regards to a change of road name sign on croft lane to add a description that this is not a through road.
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		AGENDA ITEM
Grass Cutting		Payment received from Norfolk County Council. Awaiting Invoice and quotation for 2019 from contractor
SAM 2 Sign		AGENDA ITEM
GDPR		Nothing to report

**12. TO ANSWER QUESTIONS FROM COUNCILLORS**

No questions were received by the councillors

**13. COMPOST SITE – WOODFARM & ENVIRONMENT AGENCY**

Two complaints of odour from the composting facility in Marsham during October. One on the 4<sup>th</sup> and one on the 31<sup>st</sup>. Both were substantiated on the basis of likelihood (i.e. wind direction and activities onsite), but not attended. They carried out an odour run today (07/11/18) and odour was detected outside the site boundary, on Allison Street. The subsequent site inspection revealed some improvements that need to be made onsite and they are requesting an action plan from NORSE today. As stated on previous occasions, the site are still accepting green waste only and no evidence of any food waste was seen onsite. The Parish Council asked Lesley to contact the compost site with regards to covering the lorries when carrying full loads.

**14. MARSHAM VILLAGE HALL**

Lesley gave a verbal report to the council. The defibrillator committee will be joining the village hall committee and come under the same committee. The village hall committee thanked the Parish Council for the donation made to the repairs on the porch.

**15. AMENITIES MATTERS (Peewit Fields / Allotments / Playground)**

Colin gave a verbal Update on the 3 areas. The fence on the allotments is now in place.

- a) Valerie provided 2 play inspection reports - nothing to report.

**16. PUBLIC RIGHTS OF WAY**

Highways have contacted the landowners regards the overgrown hedges on Croft Lane to arrange for them to be cut back.

Highways have temporary filled the potholes on Alison Street, they will be looking at doing a full repair in the future.

Broadland district council had responded to the request for new signage for Cranes lane.

They would not look at changing the sign to indicate a cul-d-sac, but are happy for the parish council to change the sign if they wish at a cost to the council. The councillors agreed not to go ahead with this at the present time.

There has been additional signage put up in the village for local businesses. The parish council had a lengthy discussion with reagrds to the signage being removed at the side of the highway. The clerk will contact the highways with regards to having these removed.

Missing Posts may be reinstated at the top of Le Neve Road – This will be put on to a future agenda.

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

- a) Nothing to report on the speed watch.

- b) The highest speed reached in 2 was 70mph with an average of 24.5mph.

The sign will be moved the first week in December.

**18. THATCHED SHELTER**

There have recently been two incidents of the reed on the shelter being vandalised. This has been reported to the police.

Colin had spoken to PC Magee with regards to the shelter, he had suggested that the parish council consider looking at trying to discourage people from climbing into the roof. There was a discussion on different methods to stop people climbing into the roof. The Parish council agreed to bring this to future meeting and to monitor the thatched shelter.

**19. PARISH PARTNERSHIP SCHEME 2019/2020**

Lesley suggested having trod From Pump Corner to Alison Street, the parish council agreed for the clerk to contact highways for a price, the clerk will then forward the information over to the councillors.

**20. ANY OTHER BUSINESS**

The Parish Council have been asked to send a letter of support for the work for new toilets and kitchen at the church to be sent. The parish council agreed for the clerk to send a letter. Marsham Sign as you come in to Marsham from Hevingham will need a new post, the clerk will contact highways.

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

Greater Norwich Local Plan  
Street Lighting.

**22. DATE OF NEXT MEETING**

To confirm the date of the next Meeting as **Monday 10<sup>th</sup> December 2018 at 7:30. p.m.**

The chairman closed the meeting at 9:31pm