



# Marsham Parish Council

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## MINUTES OF THE MEETING OF MARSHAM PARISH COUNCIL HELD ON 9<sup>th</sup> APRIL 2018 AFTER ANNUAL PARISH MEETING IN MARSHAM VILLAGE HALL

### PRESENT

Mr C Hensby – Chairman

Mrs V Allen

Dr J Bailey

Mrs N Carver – Clerk to Marsham Parish

Councillor Harrison

Mrs B Warman

Mr D Grape

Bob Parke

2 Members of the Public

### 1. APOLOGIES FOR ABSENCE

Apologies from Mrs L Willcocks was received.

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

No Declarations of interest were made.

### 3. MINUTES

Minutes of the meeting held on the 12<sup>th</sup> March 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. No monthly newsletter had been received.

### 6. REPORTS COUNTY AND DISTRICT COUNCILLORS

Councillor Harrison reported that a Bi election on 24<sup>th</sup> May in Aylsham after resignation from a district councillor. David reported on the charges now enforce at the recycling centres.

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

Between Allison street and the Great Wood there are a number of ruts in the side of the road, causing the highway to become dangerous. The clerk will report this to highways. There is a possible blocked drain on Fengate, the Clerk will report this to highways.

## 8. TO CONSIDER PLANNING ISSUES

- a) There following plans were submitted to the council  
20180464 – Hill House Norwich Road, Marsham NR10 5PQ  
Change of use to dog rehabilitation centre and erection of 10 no. kennels and 7ft Chain-link fence.  
*The Council object to the plans on the following grounds, Noise disturbance and over development of the area, highways concerns for accessing the site and disturbance to local farming.*

20171570 – Wood Farm Buxton Road, Marsham NR10 5QQ  
Variation on condition 2 following grant of planning permission 20171570  
*No objections*

20180442 – 26 Old Norwich Road Marsham NR10 5PR  
Change of use B2 Industrial to D2 Leisure for children’s play arena  
*No Objections*

- b) PLANNING ENFORCEMENT UPDATE  
No plans for the area.  
Planning application 20180233 was withdrawn.

## 9. FINANCE

- a) The balance of the community account as of 28<sup>th</sup> February 2018 £5900.13  
The balance of the business account as of the 28<sup>th</sup> February 2018 £2008.69
- b) The following payments were **approved**

No. 1232	Aylsham Town Council Invoice 3600	Photocopying papers April 18	£6.72	Approved
No. 1233	HMRC	PAYE TAX 5 <sup>th</sup> April 18 to 5 <sup>th</sup> May 2018	£12.00	Approved
No. 1234	URM Invoice 1011139	Bottle Bank	£16.20	Approved
No. 1235/36	Administration	March Pay and Expenses incurred 13/3/18 to 09/04/18	£194.63	Approved
No. 1237	Norfolk Parish Training and Support Invoice	GDPR Training L. Willcocks	£35.00	Approved
No. 1238	Norfolk ALC Invoice	Membership 2018/2019	£158.12	Approved

- c) The Annual return form had been received by the Clerk. Smaller councils under £25000 are able to exempt themselves from sending the End of Year (AGAR) form off to the external auditors, though the form will still need to be completed and all other processes completed. The Council **agreed** to exempt themselves and the form was signed by the Chairman.

- d) The council **approved** the additional 3.5 hours worked by the clerk in March 2018 to complete the accounts ready for the end of year

## 10. PARISH CLERK'S REPORT

### a) Correspondence

Received From	Action to Be Taken
Norfolk County Council Parish Partnership Scheme	Acknowledgement of the letter and signed acceptance form along with a cheque to be sent back to Norfolk County Council.

After a lengthy discussion the Parrish Council **agreed** to take this to the next meeting to be discussed further, the clerk to look at the power source to the signs and to report back to the council.

Letter received from Lighting Contractors stating that they have automatically renewed the contract for 2 years, as the council have reached the end of the contract. The clerk is unable to find a copy of the previous contract. The council **agreed** to continue with the contract and send out to tender in 2020.

### 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		Nothing to report
Village Sign		The sign is no up in the village, we are currently waiting on the WI sign to be sent back to ourselves.
The Heath		Nothing to report
Street Lighting		Nothing to report
Litter & Dog Waste Bins		The litter pick equipment has been ordered and can be collected the week prior to the pick.
Marsham Information Board		Nothing to report
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		SAM 2 Data is now available online.
Parish Partnership Scheme 218/2019		We have received the letter to say we are successful with our bid for the 20mph flashing school sign
Grass Cutting		The contractor has now started cutting the grass for this year.
SAM 2 Sign		AGENDA ITEM – Data sheet attached*
White 'H' Lines		I have chased highways who ensure me these will be done just after Easter.

**11. TO ANSWER QUESTIONS FROM COUNCILLORS**

No questions were received by the councillors

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

- a) No complaints had been received for the compost site for March 2018.

**13. MARSHAM VILLAGE HALL**

A report was given in the annual meeting.

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

- a) Colin gave a verbal Update. We currently have had dogs on the allotments, Colin will arrange for a “no dogs” sign to be placed on the gate to the allotments this was **agreed** by all. Brenda will speak to the allotment holders with regards to moving their waste from the old allotments, they will be asked to remove all items by the end of the month, or a charge will be incurred.  
Colin had put it to the council to look at having horses on the peewit field, this will be put on to the next agenda.

**15. ALLOTMENTS**

- a) Noted in the above minutes.

**16. PUBLIC RIGHTS OF WAY**

Nothing to report

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

- a) Nothing to report on the speed watch.  
b) The SAM 2 Unit is now back in location 3. The highest speed reached in location 2 was 70MPH with an average of 24.7mph.  
c) The Speed reports have now been uploaded onto the Marsham Parish Website  
d) A councillor asked for a report for the breakdown for all items on the traffic analysis report.

**18. ANY OTHER BUSINESS**

A councillor raised that the white lines have still not been actioned. The clerk to contact the county council.

Items to add to the parish magazine – Dog mess around the village, 1 vacant allotment

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

Parish Partnership Scheme 2018/2019. White H Lines, SAM 2 Report Breakdown, re position of the 30mph signs

**20. DATE OF NEXT MEETING**

To confirm the date of the next Meeting as **Monday 14<sup>th</sup> May 2018 at 7:00. p.m.** Marsham Village Hall. This will also be the Annual Parish Meeting.

There being no further business the chairman closed the meeting at 9:25pm