



# Marsham Parish Council

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## MINUTES OF THE MEETING OF MARSHAM PARISH COUNCIL HELD ON 10<sup>TH</sup> JULY 2017 AT 7:30PM IN MARSHAM VILLAGE HALL

### **PRESANT**

**Mr C Hensby – Chairman**

**Mrs V Allen**

**Mr B Parke**

**Dr J Bailey**

**Mrs B Warman**

**Mr D Grapes**

**Mrs L Willcocks**

**Mrs N Carver – Clerk to Marsham Parish**

**Mr D Harrison – District/County Councillor**

**2 Members of the Public**

### **1. APOLOGIES FOR ABSENCE**

There were no apologies made full council present

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

No Declarations made

### **3. MINUTES**

Minutes of the meeting held on the 12<sup>th</sup> June 2017 had previously been circulated and agreed and signed by the Chairman.

### **4. INFORMATION ON MATTERS ARISING**

None noted

### **5. REPORTS FROM POLICE**

No police were present at the meeting.

The Council asked the clerk to contact Greig Shepard regarding payment for the vandalism on the Thatched shelter. £20 was received on the 3<sup>rd</sup> July 2017 from one parent, the council are concerned no further payments will be made.

### **6. REPORTS COUNTY AND DISTRICT COUNCILLORS**

Cllr David Harrison gave a verbal report, there was nothing to report from District and little to report from County.

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

The meeting was adjourned for the public to speak to. A resident raised concerns that Croft Lane was over grown, this had been trimmed in the last couple of days, they also raised concerns over children accessing the chicken farm. The Council advised that any concerns over the chicken farm and children gaining access needs to be reported to the local police.

## 8. TO CONSIDER PLANNING ISSUES

### a) APPLICATIONS FOR CONSIDERATION

20170814     The Lodge, Top Farm, Kittles Lane Marsham NR10 5QF  
Change of Use from residential to holiday Let – Retrospective  
**Parish Council Response – No Objections**

- b) Planning enforcement Update  
Application 20170700 which was previously asked to be called in has been resolved on application on 26/6/2017 – Approved
- c) The Parish Council have asked Cllr Harrison to call in Plans 20170699 with the objections raised at the June Parish Meeting.

## 9. FINANCE

- a) The balance of the community account as of 30<sup>th</sup> June 2017 £8728.06  
Standing order of £127.72 to Nicola Ledain which left the account on 30<sup>th</sup> June 2017 , was an over payment. The standing order has now been cancelled. The Clark has contact Nicola by email and has asked for the amount to be repaid.  
The balance of the business account as of the 30<sup>th</sup> June 2017 £2007.94
- b) The following payments were **approved**

no. 1172	S & M Supplies	Brushes and Paint Invoice 20057	£44.01	Approved
No. 1173	TT Jones	Light Maintenance July to Sept 17 Invoice 10695	188.03	Approved
No. 1174	Halls Power Equipment Ltd	1lt Oil Invoice 2758	£6.50	Approved
No. 1175	Playsafety Ltd	ROSPA Report Invoice 29672	£84.00	Approved
No. 1176	Natasha Carver	Expenses for both Mileage and Consumables	£52.25	Approved
No.1177	Aylsham Computers	External Hard Drive to back up Parish Councils Accounts	£48.00	Approved

The Council **Agreed** to Purchase an external hard drive to be used to back up the Parish Councils Computer.

## 10. PARISH CLERK'S REPORT

The following correspondence was received by the Town Clerk.

Correspondence Received	Action to be Taken
Mr Scargill had emailed the Council thanking them for their annual donation towards the up keep of the defibrillator.	No action to be taken
Broadland District Council emailed, regarding feedback on alternative street naming signs	The clerk to forward email to all councillors to gather feedback, as requested in the email.
Mrs Reid emailed regarding the parking outside her property and the school.	This is being looked at with the White 'H' lines with the Parish Partnership. (see agenda Item)

## 11. TO ANSWER QUESTIONS FROM COUNCILLORS

No questions were received by the councillors

## 12. COMPOST SITE – WOODFARM & ENVIRONMENT AGENCY

The Clerk had received an email informing the council that there were no complaints for the month of June.

## 13. MARSHAM VILLAGE HALL

Mrs L Willcocks gave both a verbal and written report to the council. The Village Hall Committee are speaking with Broadland regarding improvements to the rear car parking facilities.

Councillors advised that persons employed by the Village Hall Committee to do work should have all necessary formalities completed and in place including, for example, insurance cover and communication with HMRC etc

## 14. UPDATE ON PARISH PARTNERSHIP SCHEME 2017/18

The Clerk had spoken to Mr Schramm who informed her that the bid was fully accepted but would need to re submit the acceptance form for the SAM2 Sign as this was signed incorrectly, the Council **agreed** that once confirmed that the clerk to order the sign from westcotec. The Council would like clarification on the costings of the White 'H' Lines from Chris Mays due to variance in costings received.

## 15. AMENITIES MATTERS (Peewit Fields / Playground)

The ROSPA report was **accepted** by the Council and Mr Hensby and Mr Grapes will visit the play area with the report to arrange for items highlighted on the report to be actioned.

**16. STREET LIGHTING**

a) The council have been offered to take metal numbers off of old telegraph poles to be reused on Marshams street Lighting columns. Mr Hensby will take a look to see if these can be used. Mr Hensby suggested another option would be to use a stencil and paint the numbers on the column.

b) The council **Agreed** to take no action on replacing the column on Wathen way until Mrs Allen had spoken to the residents of Wathen Way to consider not replacing the light.

**17. ALLOTMENTS**

The Council have asked the Clerk to advertise the allotments in the Parish Magazine. If no interest is received the council will consider taking the allotments back. The Council are still waiting on payment for 2 of the allotments.

**18. PUBLIC RIGHTS OF WAY**

The Council **agreed** to arrange for Croft Lane to be trimmed back. However the Lane will not be cut back until Crops are Harvested from the adjoining field.

**19. TO CONSIDER UPKEEP OF THE MARSHAM SIGN**

a) The Council **agreed** that the sign is to be maintained. This is to be done over the Winter Months where it will be taken down. The Clerk to obtain 3 quotes for the works to be done.

**20. NEW CLERK**

a) The Clarks contracted was **accepted** and signed

b) The Council have **agreed** to pay up to £67.00 for membership to SLCC

**21. ANY OTHER BUSINESS**

Mr Grapes raised the matter of the signs on the A140 being in a poor state, and asked the clerk to contact highways.

Mr Hensby asked the clerk to speak to Highways regarding having a sign to Marsham Business Park.

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

To receive a report back from Cllr Harrison Regarding Top Farm planning applications

**23. DATE OF NEXT MEETING**

To confirm the date of the next Meeting as **Monday 14<sup>th</sup> August 2017 at 7:30. p.m.**  
Marsham Village Hall

There being no further business the chairman closed the meeting at 9:40pm