



Marsham Parish Council

DRAFT MINUTES OF THE MEETING OF MARSHAM PARISH COUNCIL HELD ON 11th JULY 2022 AT 7:00PM IN MARSHAM PARISH CHURCH

Email: marsham_pc@outlook.com

PRESENT

Mr C Hensby (Chairman), Mrs B Warman, Dr J Bailey, Mr D Grapes, Mr P Gladden, Mrs V Allen, Cllr Catchpole, Cllr Riley

APOLOGIES Mr B Parke

Public Participation: 0

Full Council Meeting

1. **APOLOGIES FOR ABSENCE** – Noted above.
2. **DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS** – The usual were noted
3. **MINUTES** – Minutes of the meeting held on the 13th June 2022 were confirmed and signed by the Chairman as a true account of record.
4. **PUBLIC PARTICIPATION** – None received
5. **REPORTS FROM POLICE** – The digital crime map for April was shared and discussed.
6. **REPORTS COUNTY AND DISTRICT COUNCILLORS** – The Council were advised of the Aylsham Climate Emergency Group which has been set up care of Aylsham Town Hall, anyone interested in joining to contact the Town Council. BDC, The council were advised that rules of governance are currently not being adhered to due to changes in chairperson and in the timings of the meetings of scrutiny meetings which are an important element of a democratic government. NCC – The council were advised that changes to standing orders resulting in the potential of a Unitary Authority. Should this happen a 4th tier of government would be created. Should this happen it would impact district council level of government. BDC – The Council were advised a youth focused project was running from Aylsham with a digital questionnaire consulting for their opinion of what they require from Aylsham and the surrounding area. The results would be shared. The efficacy of Neighbourhood plans and the influence they can have on development was discussed and BDC encourage residents to complete a NHP as a great tool to shape future developments.
7. **MATTERS ARISING – a)** The Insurance renewal was discussed and accepted with BHIB for the year 2022/23. **b)** The Vice Chairman position remains unfilled whilst Cllr Warman maintains a cllr position only. c/f until next meeting. **c)** Delivery of Jubilee Tree c/f to next meeting **d)** Repaint of village sign quote c/f. **e)** SAM2 Results to be shared of the current High Street location.
8. **PLANNING** – Planning Tracker on our website is live and residents can track all applications received.
9. **STREETLIGHTING** – Request from Westcotec to complete all work in one go was discussed, but due to budgetary limitations it was agreed to advise of a £3000 annual limit on works. A revised schedule of the most urgent items to be negotiation with the contractor and works to commence before Autumn. It was agreed to accept the TT Jones revised inspection rate of £20.00 per asset for each asset that has not recently been suitably tested. Up to 5 assets this year.
10. **ACCOUNTS** - Balance of the community account was confirmed as of 23rd June 2022 £16,070.29
The following expenditure was **approved** for payment: -

0080	Clerk Wages June 2022	£229.97
0081	Clerk Wages May 2022	£172.55
0082	TT Jones Electrical Qtrly Maintenance	£196.92
0083	BHIB Insurance Renewal 2022/23	£537.59
0084	PlaySafety ROSPA Inspection fee 2022	£88.40

It was also discussed that the VAT Refund claim will be paid next month, the invoice for Grass cutting 2022 was to be sent this July and a chase for the payment of 2021 to be made. The Council were also updated that the transfer of the HSBC Savings account balance to Barclay was due to be completed imminently.
11. **CORRESPONDENCE**- The Council discussed parking issues around the school and Wathen Way, the clerk to write to the school to request a reminder to parents about consideration to local residents. Concerns around parking on grassed areas in Wathen Way will be shared with the landowner and tennancy agents.



12. **VILLAGE HALL** – Not reports received. New bookings clerk advised as Manda Willis, Clerk to make contact by telephone in evenings.
13. **AMENITIES MATTERS (Peewit Fields / Allotments / Playground) Allotments** –Peewit fields newly let with tennancy agreement to be put in place c/f. Clerk to follow up complaints made to Clarion about the play area c/f as unable to contact Clarion. The Council were advised the outcome of the Play Area Inspection that took place require maintenance to the multiplay tower action to be taken this week. It was discussed about the ongoing issues around littering and unsafe use of the park by residents. Scope for an additional area in the village to be explored with support from BDC contact Dan Goodwin, potential for land near school to be used. Clerk to explore further and seek support from relevant parties. New gates on the footpath to be installed in the coming weeks to make it easier for residents to cross – installed instead of stiles.
14. **HIGHWAYS** – The Council were provided with both a quote for full installation of the white gates for the village from Highways. In addition, the Council were provided a quote from an external contractor. The clerk to contact highways to establish limitations to contractors. Additionally chase up with Cllr Riley the quote for the wig wag speed signs as these remain outstanding.
16. **ANY OTHER BUSINESS** – It was highlighted to the Council, in addition to needing repainting the Village Sign wood requires maintenance before winter.
17. **DATE OF NEXT MEETING** – The next meeting will be held Monday 8th August 2022 7pm at the Church.

The Chairman closed the meeting at 21.10

Signed

Date