



Marsham Parish Council

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MINUTES OF THE MEETING OF MARSHAM PARISH COUNCIL HELD ON 13th MAY 2019 7PM IN MARSHAM VILLAGE HALL

PRESENT

Mr C Hensby – Chairman

Mrs V Allen

Dr J Bailey

Mrs L Willcocks

Mrs N Carver – Clerk to Marsham Parish

Mr T Bennet – Aylsham Parish Council

Mrs B Warman

Mr D Grapes

Mr Bob Parke

2 Members of the Public

1. **TO ELECT THE CHAIRMAN OF THE COUNCIL FOR 2019/2020**
David Grapes nominated Colin Hensby to take chair for the forthcoming year this was seconded by Valerie Allan. Colin accepted the position
2. **TO RECEIVE THE CHAIRMANS DECLARATION OF ACCEPTANCE TO OFFICE**
Colin Hensby signed the declaration of acceptance
3. **APOLOGIES FOR ABSENCE**
No apologies received
4. **TO ELECT THE VICE CHAIRMAN OF THE COUNCIL FOR 2019/2020**
Colin Hensby nominated Brenda Warman to take chair for the forthcoming year this was seconded by Bob Parke. Brenda accepted the position
5. **TO RECEIVE THE VICE CHAIRMANS DECLARATION OF ACCEPTANCE OF OFFICE**
Brenda Warman signed the declaration of acceptance
6. **DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS**
None Noted
7. **MINUTES**
Minutes of the meeting held on the 8th April 2019 had previously been circulated and **agreed** by the council and signed by the Chairman. One amendment Bollards to Bollard.
8. **INFORMATION ON MATTERS ARISING**
None noted
9. **REPORTS FROM POLICE**
The police had emailed a report which was circulated prior to the meeting.

10. REPORTS COUNTY AND DISTRICT COUNCILLORS

No District or County Councillors were present

11. TO ADJOURN THE MEETING TO ALLOW MEMBERS OF THE PUBLIC TO SPEAK

A member of the public asked for an update on Croft Lane/Le Neve Road – see Agenda item 19

A member of the public asked with regards to the widening of the A140. The clerk will contact Highways to ask the question again.

12. TO CONSIDER PLANNING ISSUES

a) The following planning applications had been received by the Parish Council

20190609 - The lodge kittles Lane Marsham

Extension and restoration of existing barn and change of use to class 3

No objections

20190596 – 1 The Barn, Alison Street, Marsham NR10 5PJ

Conversion of Outbuilding to Dwelling (Prior Notification)

No Objections

b) PLANNING ENFORCEMENT UPDATE

Top Farm, Marsham – The clerk has re contacted Planning Enforcement and is waiting on a response.

A discussion was had as to whether Hill House was still operating as a business, no further comments made.

13. FINANCE

a) The balance of the community account as of 31st March 2019 £12330.19 three unrepresented cheques totalling £36.56 making the actual balance £12293.63

The balance of the business account as of the 31st March 2019 £2011.40

It was noted a payment received from Broadland District Council has been received £5028.00, this is first instalment of precept.

b) The following payments were **approved**

No. 1318/19	Administration	April 19 Pay and Expenses incurred 09/04/19 to 13/05/19	£219.66	Approved
No. 1320	Aylsham Town Council Inv 655	Photocopying April Papers	£11.76	Approved
No. 1321	HMRC	PAYE Up to 5 th May 19	£12.00	Approved
No. 1322	Aylsham Computers	Stationary Inv 23659	£57.45	Approved
No. 1323	TT Jones Inv 11423	Street Light maintenance April to June 19	£276.44	Approved

14. PARISH CLERK'S REPORT

Correspondence

No Correspondence received

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		Nothing to report
Street Lighting		Nothing to report
Litter & Dog Waste Bins		Nothing to report
Marsham Information Board		Nothing to report
Bus Shelters		Nothing to report
War memorial		Nothing to report
Highways	County Council	AGENDA ITEM An email has ben sent to the Highways officer regarding the signs that have appeared on parish land, these will be removed. Croft lane has now been cut back and a site visit by the officer has been made. He feels the road surface is in reasonable condition and requires little work to be carried out.
Broadland	District Council	Nothing to Report
Parking High Street		Nothing to report
Marsham Parish Council Website		The parish council will be updated with the list of councillors, would any of the councillors like their details on the website or would you like to be contacted by the clerk,
Parish Partnership Schemes		Nothing to report
Grass Cutting		Nothing to report
SAM 2 Sign		AGENDA ITEM
GDPR		Nothing to report

**The Councillors asked for only
15. TO ANSWER QUESTIONS FROM COUNCILLORS**

No questions asked.

16. COMPOST SITE – WOODFARM & ENVIRONMENT AGENCY

No report has been received from the composting plant.

17. MARSHAM VILLAGE HALL

Lesley gave a verbal report; the accounts are currently low as a number of bills have recently gone out. A recent annual fire inspection had been carried out, the fire officer advised on a number of items, including the need for smoke detectors and a carbon monoxide detector This is being further checked by the committee. Currently they are waiting for preparation work to start on the car park.

18. AMENITIES MATTERS (Peewit Fields / Allotments / Playground)

Colin gave a verbal Update on the 2 areas.

A) Allotments – Colin has been and inspected the allotments and these are in a tidy condition.

b) Play area – The clerk had received 2 quotations for play bark. The Parish Councillors asked for additional quotations for alternative covering. The Clerk will have this for the next meeting.

19. PUBLIC RIGHTS OF WAY

Le Neve Road/Croft Lane – This has been cut back today, however this is still imposing on the pathway. The clerk will contact the Highways engineer regarding the overgrown hedge at the top of Le Neve Road. Croft Lane has now been cut back; the clerk has been informed that another cut will be done in September. With regards to the road condition the clerk has been told that this is suitable for the road classification, however the clerk has visited site and has asked for the highways engineer to look at the drain cover situated half way down the track as this is partially covered. The clerk will contact the highways engineer to confirm the long-term plan for the Lane.

Footpath has been rerouted on the old Nursery site; Colin will walk this path with the footpath officer later this month.

Cranes Lane has become overgrown, Colin will take a look at this

Wathan Way Road sign has come of the posts the clerk to report this to Broadland District Council.

20. MARSHAM SPEED WATCH AND SAM 2 UNIT

a) Nothing to report on the speed watch.

b) The highest speed reached in location 4 was 40mph an average of 16.6MPH. The sign will next be moved first week in June. The sign is currently back on High Street facing the opposite direction.

21. THATCHED SHELTER

Nothing to report.

22. MOBILE POST OFFICE

The clerk has received no response from Royal Mail regarding the mobile post office service and will continue to chase this.

23. NEIGHBOURHOOD PLAN

Trevor Bennet Councillor on Aylsham Town Council spoke to the Parish Councillors regarding what a neighbourhood plan is and how it can control development. Trevor spoke with the advantages of a neighbourhood plan and what aspects are legally enforceable. Trevor advised to look at Corpustry and Saxthope Neighbourhood Plan. The councillors were able to ask questions on the process. Parishioners were given the chance to ask questions. The councillors will look at this and discuss at a future meeting.

24. PARKING – PLOUGH INN

Signs have appeared on the grass verge outside the Plough Inn, the clerk will contact highways as these are obstructing views of the main A140 leaving Fengate junction. Cars have also appeared parking on the grass verge when the carpark is full, this will also be raised to highways.

25. ANY OTHER BUSINESS

No. 1 Street light is still out – Clerk to chase

David raised the issue of grass cutting in the new cemetery is over grown and the cut is not as good as last year. The clerk will contact Robert Rice.

Repeater 40mph sign is still missing from Little London, clerk will contact highways.

26. TO NOTE ITEMS FOR INFORMATION/FUTURE AGENDA

Neighbourhood Plan

Mobile Post Office

Peewit Field/community orchard

Street Lights – Costings

Speed Limits on Allison Street

27. DATE OF NEXT MEETING

To confirm the date of the next Meeting as **Monday 10th June 2019 at 7pm.**

The chairman closed the meeting at 9pm