



Marsham Parish Council

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MINUTES OF THE MEETING OF MARSHAM PARISH COUNCIL HELD ON 11th MAY 2018 7:30PM IN MARSHAM VILLAGE HALL

PRESENT

Mr C Hensby – Chairman

Mrs V Allen

Dr J Bailey

Mrs N Carver – Clerk to Marsham Parish

Councillor S Riley – District Councillor

Mrs B Warman

Mr D Grape

Mrs L Willcocks

1 Member of the Public

1. APOLOGIES FOR ABSENCE

Bob Parke sent his apologies.

2. DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS

No Declarations of interest were made.

3. MINUTES

Minutes of the meeting held on the 14th May 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. A Parish Report had been emailed to all the councillors prior to the meeting.

6. REPORTS COUNTY AND DISTRICT COUNCILLORS

Colin thanked Steve Riley on behalf of the parish council for his help with recent planning. He also thanked Lesley for speaking on behalf of the council at the planning committee meeting held on 6th June.

Councillor Steve Riley informed the council he had wrote to planning with regards to Sandy Lane at Little London and a case has been opened. Councillor Riley gave an update to the parish on the corporation of South Norfolk and Broadland District Council.

Steve Congratulated Lesley on supporting the council in objecting to the planning application at Hill House Norwich Road. The planning application was refused on Noise, Highways and Live Stock.

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

The local parishioner spoke with regards to the water leak at the end of Alison Street, this has been reported to Anglian Water and now awaiting repair.

8. TO CONSIDER PLANNING ISSUES

a) There were no plans previously submitted to the council.

b) PLANNING ENFORCEMENT UPDATE

A case has been opened with regards to the resurfacing of the road way on Sandy Lane at Little London.

Update on planning application 20180464 – The planning application went to the planning committee and has been refused.

9. TO ADOPT POLICIES

a) To adopt updated Financial Regulations – This has been moved to July agenda due to changes relating to the GDPR

b) To adopt updated Code of Conduct: The council **adopted** the policy to be reviewed in years' time or before in there are any changes made.

10. FINANCE

a) The balance of the community account as of 31st May 2018 £9990.87

The balance of the business account as of the 31st May 2018 £2008.69

b) The following payments have been received from Broadland District council:

Recycling Credit £34.54 received on 6th June 2018

c) The following payments were **approved**

No. 1245	Donna Mackay Invoice 053	Internal Audit	£60.00	Approved
No. 1246	HMRC	PAYE TAX 6 th June 18 to 5 th July 2018	£12.00	Approved
No. 1247	S & M Invoice 39117/38328	Gloves and Wood for play area	£43.92	Approved
No. 1248/49	Administration	April Pay and Expenses incurred 10/4/18 to 14/05/18	£226.10	Approved

d) The Parish Council **accepted** the end of year accounts for 2017/2018. Approved the annual governance statement and these were signed by the chairman and the RFO.

11. PARISH CLERK'S REPORT

a) Correspondence has been received with regards to the planning application for a rehabilitation home on Norwich Road. The council **agreed** to send an email back to inform them that their concerns have been passed on to the district planning enforcement.

A letter was received from Norfolk County Council with regards to Partnership Scheme 2019/2020, it was **agreed** by council to put on a future agenda.

b) Clerks Report

Clerks Report

ITEM	DESCRIPTION	COMMENTS
Parish Land		Nothing to Report
Play Area		AGENDA ITEM
Allotments		AGENDA ITEM
Compost Site		AGENDA ITEM
Thatched Shelter		Nothing to report
Village Sign		We will receive the WI sign on Monday 18 th June
The Heath		Verbal update to be given
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
Highway Rangers		Nothing to report
Parking High Street		Nothing to report
Marsham Parish Council Website		GDPR policy has been uploaded onto the website along with privacy statement.
Parish Partnership Scheme 218/2019		Nothing to report
Grass Cutting		Nothing to report
SAM 2 Sign		AGENDA ITEM
White 'H'Lines		I have been assured by Chris Mays that the White Lines will be completed in the next few weeks.
GDPR		Email disclaimer has now been changed. Inventory of data completed.

12. TO ANSWER QUESTIONS FROM COUNCILLORS

No questions were received by the councillors

13. COMPOST SITE – WOODFARM & ENVIRONMENT AGENCY

- a) There were no odours reported for May. Next meeting at Woodfarm will be held towards the end of June.

14. MARSHAM VILLAGE HALL

Lesley gave a verbal report to the council, updating them on maintenance and health and safety news. Lesley provided the council with a copy of the audited accounts. There are dates already made for fundraising activities planned for the forthcoming year.

15 AMENITIES MATTERS (Peewit Fields / Allotments / Playground)

- a) Colin gave a verbal Update on the 3 areas.
- b) The Peewit Field is now needing to be cut where there are no allotments, it was suggested that the council could do this themselves however, the Council **agreed** that the cutter they use could not be driven on the highway as it was not registered or insured.
David suggested he spoke to a local resident with regards to transporting the large cutter to the field to be cut by the councillors. The council **agreed** for David to do this.
Colin spoke with regards to paying for the fuel used in the strimmer by the parish council, this is currently not being claimed for. This was proposed by Val and seconded by Brenda and **agreed** by all.
The allotment holders have mentioned to the council there is a number of rabbits on the allotment, the parish council will monitor this.
- c) From the last playground inspection report carried out the following items were noted, and the actions have been carried out.
 1. 2 boards damaged on the fencing –These have been checked and do not need to be replaced.
 2. Graffiti on one of the pieces of equipment – This is still to be looked at.
 3. Signage damaged - quotation to replace both board totals £58 + Vat. The council **agreed** to purchase the signs.
 4. Slide is damaged at the end – The slide has been removed. Currently waiting on a price for a replacement. The gap has been made safe by fixing wood across.

There were no new items to report from the current playground inspection.

16. PUBLIC RIGHTS OF WAY

Sandy Lane at Little London – This has been reported to Broadland and a case has been opened

White Lines – High street Marsham, the clerk is contacting highways on a weekly basis. She will raise concerns with Councillor Harrison.

There is a mound of soil on Sandy Lane towards the Heath, this needs to be removed, Colin has spoken to Sarah at Highways with regards to this in the past, the clerk will contact Sarah to get an update.

17. PARISH COUNCIL NOTICE BOARDS

One quotation has been received, the clerk is waiting on a further 2 quotes.

18. MARSHAM SPEED WATCH AND SAM 2 UNIT

- a) Nothing to report on the speed watch.
- b) 1. The highest speed reached in location 1 was 40MPH with an average of 20.7mph. The sign is due to be moved on 5th July.

19. ANY OTHER BUSINESS

The Council have asked for the following items to be included in the next Parish Magazine. Availability of allotments, to remind all dog owners to clear up after there dogs. To update the parish on the play park.

20. TO NOTE ITEMS FOR INFORMATION/FUTURE AGENDA

Parish Partnership Scheme 2019/2020
Update on Sandy Lane Roadway.

21. DATE OF NEXT MEETING

To confirm the date of the next Meeting as **Monday 9th July 2018 at 7:30. p.m.**

The chairman closed the meeting at 9:15pm

DRAFT