



# Marsham Parish Council

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## **MINUTES OF THE MEETING OF MARSHAM PARISH COUNCIL HELD ON 11<sup>TH</sup> FEBRUARY 2019 7:00PM IN MARSHAM VILLAGE HALL**

### **PRESENT**

**Mr C Hensby – Chairman**

**Mrs V Allen**

**Dr J Bailey**

**Bob Parke**

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

**District Councillor Sue Catchpole**

**Mrs B Warman**

**Mr D Grapes**

**Mrs L Willcocks**

**4 Members of the Public**

**Councillor David Harrison**

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

No Apologies received.

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

None Noted

### **3. MINUTES**

Minutes of the meeting held on the 11<sup>th</sup> February 2019 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. PC Pete Magee had reported to the clerk, that the Marsham Heath is currently the most patrolled area and will continue to be patrolled whilst the continuing of inappropriate activities in a public space.

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

Apologies that the letter to Top Farm has not yet been sent, there had been crossed wires between the clerk and Councillor Riley, and this will be done this month. Councillor Sue Catchpole gave a verbal report to the council from the District Council. Councillor David Harrison gave a verbal update.

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

A member of public asked the district council if there would be a reduction in district councillors, Sue Catchpole said that there are currently no plans to reduce the number of members.

A resident informed the council the paper bin was over full, the clerk will arrange for this to be emptied.

## CONT. ITEM 7

A resident spoke with regards to the top of Croft Lane and Le Neve Road Junction. The resident asked why the post had been put in on the corner as they were originally removed 1979. The resident was informed that this was to help reduce speed and improve the safety for walkers coming up to the lane from Le Neve. The resident reported that this had reduced/restricted access for residents and for service vehicles and not reduced speed.

The clerk will contact Highways with the following items to get clarification for the next meeting 1) Alternative options for a speed restriction, 2) Confirm if it's a restricted byway or bridal way. 3) Signs to put at the junction to inform that there are pedestrians. 4) The height of the new post to be looked at as it is currently reported as too low for vehicle users to see. 5) To confirm with highway's a date for work to be carried out on croft lane to improve the surface condition.

## 8. TO CONSIDER PLANNING ISSUES

a) No planning applications had been received by the parish council before 11<sup>th</sup> March 2019.

### b) PLANNING ENFORCEMENT UPDATE

Hill House Marsham – The Clerk responded to the recent appeal letter, with the same original objections. No further update has been received. Colin had been informed by Steve Riley that any complaints with regards to the noise needs to be reported to Peter Brown Environmental Health.

## 9. FINANCE

a) The balance of the community account as of 28<sup>th</sup> February 2019 £8190.07  
The balance of the business account as of the 28<sup>th</sup> February 2019 £2010.47

b) The following payments were **approved**

No. 1307/08	Administration	February 19 Pay and Expenses incurred 12/02/19 to 11/03/19	£253.22	Approved
No. 1309	Aylsham Town Council Inv 556	Photocopying February Papers	£5.88	Approved
No. 1310	HMRC	PAYE Up to 5 <sup>th</sup> April 19	£12.00	Approved
No. 1311	Actagen Accountants Inv 1993	Payroll fees January 19 to March 19	£18.00	Approved
No. 10312	Marsham Village Hall Committee	Hire of Village hall 2018	£180.00	Approved

c) The Parish Council **agreed** to appoint Donna Bennet to complete the external Audit for 2018/2019.

## 10. PARISH CLERK'S REPORT

### Correspondence

Received From	Action to Be Taken
Correspondence received for the Norwich Western Link	Emailed to all councillors
Public Spaces Protection Order – Broadland District Council	Notice shown to the council and handed out to be put up in the Parish

### 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		Letter to be sent as agreed at February Meeting
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
Broadland	District Council	Nothing to Report
Parking High Street		Nothing to report
Marsham Parish Council Website		No current updates
Parish Partnership Scheme 2018/2019		Nothing to report
Grass Cutting		AGENDA ITEM
SAM 2 Sign		AGENDA ITEM
GDPR		Nothing to report

### 11. TO ANSWER QUESTIONS FROM COUNCILLORS

Valarie Allen contacted the clerk with regards to a mobile post office, the clerk is looking into this and will update the council at the next meeting.

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

No report has been received. Lesley reported the next meeting is on the 27<sup>th</sup> March 19.

### 13. MARSHAM VILLAGE HALL

Lesley gave a verbal report to the council. They have had a Current fee of £185.53 for the music licence. The boiler has had its annual inspection and is possible looking at replacement due to the age of the boiler and parts to repair the current boiler are no longer available.

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

Colin gave a verbal Update on the 2 areas.

a) Allotments – No update. The clerk has had information with regards to community orchard this will be added to next months agenda.

b) Play area – Nothing to report. Valerie provided the council with the play area checks, the bark is in now in need of topping up, the council agreed for this is now to be done early spring.

**15. PUBLIC RIGHTS OF WAY**

Le Neve Road/Croft Lane – Updated in item 7.

The clerk has received an email from a resident with regards to large pot holes on Pump Corner/Old Norwich Road. The clerk contacted highway's and this has been added to a schedule of works.

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

a) Nothing to report on the speed watch.

b) The highest speed reached in location 2 was 65MPH with an average of 20.7MPH. The sign will next be moved first week in April.

**17. THATCHED SHELTER**

Nothing to report.

**18. GRASS CUTTING**

Highways have provided the council with a clearer map of the area; the clerk has spoken to Garden Guardian and they are happy to add the areas not currently cut. A discussion was had with regards to the insurance of using a ride on mower, the clerk is currently looking at the renewal of the insurance and will have this priced.

**19. ANY OTHER BUSINESS**

No further business.

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

Neighbourhood Plan

Mobile Post Office

Peewit Field/community orchard

**21. DATE OF NEXT MEETING**

To confirm the date of the next Meeting as **Monday 8<sup>th</sup> April 2019 Directly after the Annual Parish Meeting at 7pm.**

The chairman closed the meeting at 8.25pm