



Marsham Parish Council

email: marsham_pc@outlook.com

MINUTES OF THE MEETING OF MARSHAM PARISH COUNCIL HELD ON 11th DECEMBER 2017 AT 7:30PM IN MARSHAM VILLAGE HALL

PRESENT

Mr C Hensby – Chairman

Mrs V Allen

Mrs L Willcocks

Mr B Parke

Mrs N Carver – Clerk to Marsham Parish

Mrs B Warman

Mr D Grapes

Dr J Bailey

1 Member of the Public

1. APOLOGIES FOR ABSENCE

There were no apologies.

2. DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS

No Declarations of interest were made.

3. MINUTES

Minutes of the meeting held on the 13th November 2017 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.

6. REPORTS COUNTY AND DISTRICT COUNCILLORS

There were no County or District Councillors present at the meeting.

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

We were informed by a resident that the light outside no. 1 High Street is a day burner. The clerk will report this to the contractors. We were asked if anything was happening at the old foundry site, and the speed on exiting the area. Colin will get an update for the next meeting.

8. TO CONSIDER PLANNING ISSUES

- a) There following plans were submitted to the council
20172016 – Highlands 46 High Street Marsham NR10 5AE
Erection of orangery to front
The Council agreed no objections.
- 20172015 – Field opposite 19 Allison Street Marsham NR105PJ
Erection of Agricultural Barn
The Council majority have agreed no objections.

Councillor asked if plans had been received for 6 Croft Lane. The clerk to speak to Broadland to see if any plans have been made.

b) PLANNING ENFORCEMENT UPDATE

The councillors received a report prior to the meeting which was **accepted**

- c) A letter from Broadland District Council was received informing the council change of name of 1 Old Norwich Road, to The Haven, 1 Old Norwich Road.

9. FINANCE

- a) The balance of the community account as of 30th November £10,187.65
The balance of the business account as of the 30th November 2017 £2008.14
- b) A VAT payment of £2837.53 has been made from HMRC.
- c) The following payments were **approved**

no. 1204	Baileys of Norfolk Ltd Invoice 44092	Play bark for George Edwards Close Play Area	£252.00	Approved
No. 1205	Marsham Charities Invoice 33	Marsham Charities Yearly Insurance	£98.75	Approved
No. 1206	Aylsham Town Council Invoice 3470	Photocopying papers Dec 17	£6.72	Approved
No. 1207	S & M Invoice 28330	Items to Fix Bench	£23.87	Approved
No. 1208/09	Administration	Expenses 14/11/17 to 11/12/17 Salary for November 2017	£393.71	Approved
No. 1210	Garden Guardian	Yearly Grass Cutting	£1448.40	Approved

10. BUDGET

The Clerk reported to the council as there was no record of the budget setting for 2017/2018 this has been worked blind and based on actual figures for 2016/2017 and anticipated figures for 2017/2018. There was no record of money allocated for future projects which have been agreed by council. The clerk has allowed for this in the budget for 2018/2019. The council will consider at what % increase to the precept they would be happy to agree. This will be taken to the next parish meeting in January.

11. PARISH CLERK'S REPORT

a) Information from Vettenfalls - Hornsea 3 Offshore Wind Farm. The Clerk has passed the information to councillors to circulate

Information from Aylsham Town Council regarding the Neighbourhood Plan. The clerk passed the information to councillors to circulate.

b) The parish clerk circulated the following 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		Waiting on invoice from R Kellys to make payment of £150 towards damage incurred
Village Sign		Sign has now been taken to HMP Bure for restoration work
The Heath		Nothing to report
Street Lighting		Col. On Wathen Way reported to TT Jones -Out
Litter & Dog Waste Bins		Broadland have responded to the request of an additional dog waste bin. 'There are no plans to install any additional bins in the parish, the parish have the option to add bins and pay for these to be emptied'
Marsham Information Board		The wooden sign situated next to the A140 does not belong to Broadland or Norfolk County Council. The Clark has spoken to the chairman who will take the sign and repair the posts and reposition
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		AGENDA ITEM
Parish Partnership Scheme 218/2019		An email has been received from Broadland District Council, the application will be looked at in March 2018
Grass Cutting		AGENDA ITEM
SAM 2 Sign		AGENDA ITEM – Data sheet attached*

*additional documentation

c) A report was given to the councillors prior to the meeting on GDPR. This was accepted by the council.

12. TO ANSWER QUESTIONS FROM COUNCILLORS

No questions were received by the councillors

13. COMPOST SITE – WOODFARM & ENVIRONMENT AGENCY

- a) The monthly odour report was received by the councillors prior to the meeting and was **accepted**.

There was an article in the EDP on the site with regards to no longer accepting food waste. Lesley informed the Parish that the next meeting being held at the site will be in the New Year.

14. MARSHAM VILLAGE HALL

Lesley gave a verbal report to the council on recent activities. The contractors for the village hall will receive a letter from the committee and signed for both parties to give to HMRC for tax purposes. The committee will look at the insurance in the new year, the cleaning position is currently vacant and a new cleaner will be in post for the New Year. There was no update for the village hall the next committee meeting will be held in January 2018 which will be the AGM.

The Chairman recently had a constructive conversation with the Village Hall Treasurer re- employment tax and insurance requirements.

15. UPDATE ON PARISH PARTNERSHIP SCHEME 2017/18

- a) The parish are still waiting on the white H lines to be marked out, the clerk will chase Highways for a date.

16. AMENITIES MATTERS (Peewit Fields / Playground)

- a) A verbal Update on the area was given.

17. ALLOTMENTS

- a) The three allotments have now been rotovated ready to be ploughed. The council would like to thank Graham Payne for his help. The gateway has also been cleared. These will be marked out in the new year. The council agreed for work to be continued including the trimming of trees in the area providing all procedures are followed for cutting back of trees.

18. PUBLIC RIGHTS OF WAY

Nothing to report.

19. MARSHAM SPEED WATCH AND SAM 2 UNIT

Nothing to report on the speed watch.

The SAM 2 Unit is now in location 3. The highest speed reached in location 2 was 60mph with an average of 24.1mph. The report has been emailed to the police speed team.

20. MARSHAM PARISH WEBSITE

All minutes for 2017/2018 year parish meetings have been uploaded. The clerk asked that councillor details were added to the website. The councillors agreed to add their names to the website.

Colin asked that the following information to be added to the website. The amount collected for the poppy appeal 2017 £419.46 collect door to door added with the other collections in the village gave a total of £517.75

21. MARSHAM GRASS CUTTING

Colin gave a verbal update on looking at the grass cutting agreement. The clerk is currently contacting HMRC with regards to registering the grass cutter used by the council owned by Mrs Clarke.

The Council have received quotation for the grass cutting of the Church and Play area, and not to go ahead with the playing field in Marsham totalling £1268.00 ex vat. The council will look at this for the next Parish meeting in January.

21. ANY OTHER BUSINESS

Brenda gave thanks on behalf of the church to Colin Hensby, David Grapes, Allan Sargent and Gary Warman for the work carried out.

The bench at little London had been knocked over and has been removed and fixed by Colin. This will be placed back and re concreted with new surrounding posts. The Council agreed for the clerk to say in principle the Parish will support the want for a 40mph limit through Hevingham and Marsham.

Bob gave a verbal report to the council on where the money raised from the Starting Handle Club, Marsham Summer Show will be donated to totalling £5200.00. There are plans for a 2018 show, weekend 11th/12th august.

22. TO NOTE ITEMS FOR INFORMATION/FUTURE AGENDA

Budget, Grass Cutting.

23. DATE OF NEXT MEETING

To confirm the date of the next Meeting as **Monday 8th January 2018 at 7:30. p.m.**
Marsham Village Hall

There being no further business the chairman closed the meeting at 9:30pm