



Marsham Parish Council

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MINUTES OF THE MEETING OF MARSHAM PARISH COUNCIL HELD ON 14th AUGUST 2017 AT 7:30PM IN MARSHAM VILLAGE HALL

PRESANT

Mr C Hensby – Chairman

Mrs V Allen

Mr B Parke

Dr J Bailey

Mrs B Warman

Mr D Grapes

Mrs L Willcocks

Mrs N Carver – Clerk to Marsham Parish

1 Member of the Public

1. APOLOGIES FOR ABSENCE

There were no apologies made full council present

2. DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS

No Declarations made

3. MINUTES

Minutes of the meeting held on the 10th July 2017 had previously been circulated and **agreed** and signed by the Chairman.

4. INFORMATION ON MATTERS ARISING

None noted

5. REPORTS FROM POLICE

There were no police present at the meeting.

An email from Greig Shepard stated that the monies owing still from the Thatched shelter will be paid by the party still owing £50. The Parish Council have received £100 from £150 owed.

The Council have asked the Clerk to send an email to Greig Shepard asking him to speak with the party still owing money, and refer them to the 'Code of Practice' from The Crown Prosecution Service for 'Conditional cautioning'.

6. REPORTS COUNTY AND DISTRICT COUNCILLORS

There were no District or County Councillors present at the meeting

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

No Members of the public spoke.

Colin Hensby gave thanks to Bob Parke and The Starting Handle Club for the Summer Show held in Marsham.

Colin noted that the Funeral of the Late Stuart Taylor was held in the Parish Church. Stuart will be much missed.

Bob Parke spoke and stated that the show had had a successful year with record levels of both public and commercial stall holders attending. He thanked Colin and David for their work on getting the village ready.

8. TO CONSIDER PLANNING ISSUES

a) APPLICATIONS FOR CONSIDERATION

20171353 Land Adj. Rowen Cottage, Little London Lane, High Street Marsham NR10 5QD

Change of use of land from agricultural to residential curtilage and erection of shed and greenhouse on land.

The Council asked for an extension to the date so that they could look at the plans further

b) PLANNING ENFORCEMENT UPDATE

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

9. FINANCE

a) The balance of the community account as of 31st July 2017 £7985.67

The balance of the business account as of the 31st July 2017 £2007.94

The monies owed by N LeDain were paid back into the account on 4th August 2017

b) The following payments were **approved**

no. 1178	Ellis Timber Invoice 27419	5 x 2.4m Boards	£13.20	Approved
No. 1179	URM Invoice 1010310 Invoice 1010383	Paper Bank Charge	£41.40	Approved
No. 1180	Natasha Carver	July Pay	£135.23	Approved
No. 1181	Natasha Carver	Expenses From 11 July to 14 August 17	£61.35	Approved
No. 1182	SLCC	Clerk Membership to SLCC (Includes a £5 admin fee)	£72.00	Approved

The Clerk worked an additional 8 hours over her contracted hours Between June 26th 2017 to 29th July 2017.

The Council **Agreed** the clerks overtime of 8 hours in July 2017 to be paid With Septembers pay.

10. PARISH CLERK'S REPORT

The parish clerk circulated the following report:

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>COMMENTS</u>
Play Area		AGENDA ITEM
Allotments		AGENDA ITEM
Compost Site		AGENDA ITEM
Thatched Shelter		Council have received additional payments for damage on the shelter
Village Sign		AGENDA ITEM
The Heath		All rubbish has now been removed from area
Street Lighting		AGENDA ITEM
Litter & Dog Waste Bins		Email has been sent to Broadland to fix waste bin lid at the play area, BDC have agreed to repair.
Bus Shelters		Thanks, will be given to Adrian Scargill for his work in looking after the shelters in the next parish council magazine.
Top Farm Planning Applications		AGENDA ITEM
War memorial		
Highway Rangers		An email was sent with regards to the viability of the signs on the A140. The rangers have agreed to address this issue.
Parking High Street		AGENDA ITEM

The following correspondence was received by the Town Clerk.

Correspondence Received	Action to be Taken
Email from Chloe Griffin from Broadland District Council, re Humphry Repton Anniversary next year	Copy of email was given to the Councillors - No action to be taken
Broadland Police Newsletter	A copy handed to all councillors
Broadland District Council Parking Update Leaflet	A copy handed to all councillors

11. TO ANSWER QUESTIONS FROM COUNCILLORS

No questions were received by the councillors

12. COMPOST SITE – WOODFARM & ENVIRONMENT AGENCY

The Clerk had received an email which was sent to the councillors prior to the meeting.

Lesley Willcocks updated the councillors with a verbal report. She has asked the Environmental Agency to provide the Parish with More information when sending the report to the council. She has been ensured by the site that there is no food waste being sent there.

13. MARSHAM VILLAGE HALL

Lesley Willcocks presented a verbal report to the council and gave a copy of the minutes from the last committee meeting for the village hall.

From the last Parish Council meeting the councilors asked Lesley to clarify the employment of the cleaner and the gardener of the village hall. Both are self-employed and the gardener has his own insurance to cover work being carried out.

14. UPDATE ON PARISH PARTNERSHIP SCHEME 2017/18

- a) A purchase order has now been sent to Wescotec for the SAM 2 Unit. Once confirmation of when the unit will be received, training on how to use the unit and download the data will be arranged.
- b) The Council **agreed** to put the white lines on hold. The Council have asked the Clerk to look at the costing of having double yellow lines placed down one side of High Street. The councillors raised concerns of emergency vehicle access on the road, due to cars being parked on both sides narrowing the road. The Councillors have also asked the clerk to see if the Safety Officer can attend the area.

15. AMENITIES MATTERS (Peewit Fields / Playground)

- a) Colin Hensby and David Grapes have been on site at the playground with the ROSPA report and have carried out all necessary repairs.
- b) The Parish **agreed** that the play area requires new bark, and have asked the Clerk to obtain pricing for this. The council would also like pricing for chipped rubber for the play area.

16. STREET LIGHTING

- a) Valerie Allen reported back to the council that the residents on Wathen Way would to keep the Lamp Column. It was felt it was needed for safety. The Council **agreed** to continue with the claim for a replacement Column and TT Jones can be instructed to carry out all works to replace it.
- b) The Council **agreed** for Colin and David to purchase items required to number all Street Lighting Column's in Marsham and to carry out the work.

17. ALLOTMENTS

- a) Due to the small uptake of allotments in the Parish and having no waiting list, the Council have been asked to consider the land being used for the allotments. A decision will be made at the next meeting as to where the allotments will be situated., and the size of the allotment offered.
- b) The Council **agreed** that bees cannot to be kept on the allotments.

18. PUBLIC RIGHTS OF WAY

No Updates Received

19. TO CONSIDER UPKEEP OF THE MARSHAM SIGN

a) The clerk has spoken with HMP Bure, who would be happy to carry out the work on the Marsham Sign Free of charge, with the exception of the materials needed to complete the work (paint and varnish). Council **agreed** to go ahead with this option and arrange with HMP Bure a time scale for the work to be carried out.

20. PARKING ISSUES

The issues on High Street are being looked at through the Parish Partnership Scheme.

21. ANY OTHER BUSINESS

- a) The Parish would like Thanks by letter and in the Parish Magazine to be sent to Geoff Skipper for looking after and maintain the War Memorial and area leading up to it, and to Adrian Scargill for maintaining the Bus Shelters.
- b) The councillors have asked the clerk to contact highways to get a price on taking on the grass cutting in the village.

22. TO NOTE ITEMS FOR INFORMATION/FUTURE AGENDA

- Grass cutting.
- Road Markings
- Allotments

23. DATE OF NEXT MEETING

To confirm the date of the next Meeting as **Monday 11th September 2017 at 7:30. p.m.** Marsham Village Hall

There being no further business the chairman closed the meeting at 9:40pm