



Marsham Parish Council

DRAFT MINUTES OF THE MEETING OF MARSHAM PARISH COUNCIL

HELD ON 14th JULY 2025 AT 7:00PM IN MARSHAM CHURCH

Email: marsham_pc@outlook.com

PRESENT

Mr C Rouse (Chairman), Mr C Hensby (Vice Chairman), Mr P Gladden, Mrs P Baker, Mr P Gladden, Mr M Childerhouse

APOLOGIES: Cllr S Catchpole

Public Participation: 0

Full Council Meeting

1. **APOLOGIES FOR ABSENCE** – Noted above.
2. **DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS** – None.
3. **MINUTES** – Minutes of the meeting held on the 9th June 2025 agreed a true account of record and signed by the Chairman.
4. **MATTERS ARISING – A) Casual Vacancies** remain open with one enquiry received to progress. **B) Clerk Recruitment** – Advertising was agreed and should anyone be interested in the position to contact the Clerk, Locum Clerks have been applied for **C) Chairmans declaration form to be signed at September meeting.**
5. **PUBLIC PARTICIPATION** – None
6. **REPORTS FROM POLICE** – [Aylsham | Your area | Norfolk Police | Norfolk Constabulary](#)
7. **REPORTS COUNTY AND DISTRICT COUNCILLORS** – No reports received.
8. **PLANNING** – No applications were received for the Council.
9. **SAM2 SPEEDSIGN** – The Council were updated on the new position for Cranes Lane.
10. **ACCOUNTS** - Balance of the community account was confirmed as of 26th June 2025 £21,109.47 Business Saving Account £2,082.76. The following expenditure was **approved** for payment: -

| | | |
|------|---|---------|
| 0209 | R Scarff Clerk Wages June 2025 | £224.08 |
| 0210 | HMRC PAYE (M4) | £55.80 |
| 0211 | Norfolk Parish Training and Support (VAT) | £24.16 |
| 0212 | Playsafety Limited (ROSPA) | £100.80 |
| 0213 | Clear Insurance Management Ltd | £807.53 |
| 0214 | Marsham Parochial Church Council | £180.00 |

- 10.a. **S106 Update** – The Council received confirmation that the funds were not being paid directly to the Council accounts, but that Broadland will use the access to the grant for S106 to cover invoices that occur in the purchase of infrastructure improvements.
11. **CORRESPONDENCE** – The Council were advised that maintenance was required at the bus stop roof – this has been investigated and will keep under review. The council received a letter about speeding at the A140 and discussed various concerns around the junction to the main road. It was agreed that an appeal to highways would be made to request the speed limit at and around this junction be reduced, in line with what had recently been agreed at Hainford. The Council also discussed the ROSPA Play inspection report in details and have created a plan of action to resolve advisories.
12. **MARSHAM VILLAGE HALL** – No report received.
13. **AMENITIES MATTERS (Peewit Fields / Allotments / Playground / Streetlights)** – The Council discussed the play safety inspection report and a plan of action has been created to address advisories. The Clerk to follow up with Anglian Water on the **Allotment** water connection works. The Council were advised that maintenance was required on the bench at the top of the village and the Jubilee tree was struggling during this dry spell. **Streetlight** The final improvements to assets in the village are awaiting quotes for upgrades and once received a revised UKPN unmetered supply confirmation will be received reducing the bills further.
14. **HIGHWAYS** – The Council discussed further the request for returning the School Street Sign of which enquiries to be made as to how much refund will be provided as these cost of £10,000 grant fund. Agreed a further letter to be sent to Highways and Council leader Graham Plant to request to keep the assets.

15. **ANY OTHER BUSINESS** – The Council received enquiries about locations of owl boxes and have requested more information to consider the proposals.
16. **DATE OF NEXT MEETING** – The next meeting will be held Monday 8th September 2025 7pm at the Church as the Council will recess over the Summer.

The Chairman closed the meeting at 20.00

Signed Date