

MARHAM PARISH COUNCIL  
**Minutes of the meeting held 28<sup>th</sup> July 2021 at 7pm in the village hall.**

**1. Present**

Cllr Barrett – Chair, Cllr Allerton, Cllr Flatt, Cllr Child, Cllr Warren, Cllr Harrison, Cllr Hipperson and Cllr Rix-Clark.

Cllr Moriarty, and 3 members of the public

Cllr G Hipperson Borough Councillor arrived at 7.35pm

A representative of Marham Bowls Club

**2. To receive and accept apologies and reasons for absence**

It was agreed to accept apologies from Cllr Bucke and Cllr Canham.

**3. To receive and accept Councillor resignation and to receive Clerk's update on Co-option procedure**

The Clerk reported that the recent vacancy, had been reported to the borough council twice but as yet no response had been given.

**4. To receive declarations of interest for items on the agenda and any requests for dispensation**

Cllr Harrison – expenses

Cllr Allerton – expenses

Borough Councillor G Hipperson discussed the LDP and suggested the Parish Council resubmit their objections to the borough council. Cllr Barrett recalled the different locations of MRA1, and felt there needed to be clarification of the sites before a submission of objection can be made.

**5. To agree and approve the Minutes of the Council Meeting held on 30<sup>th</sup> June 2021**

Cllr Allerton proposed, Cllr Hipperson seconded and all agreed that the minutes of 30<sup>th</sup> should be approved as a true and accurate record of the meeting and duly signed by the chair.

**6. Update on previous minutes (not listed elsewhere on the agenda and for information only)**

Cllr Harrison reported that the legionella tests came back negative and the certificates have been filed.

Cllr Warren noted that the previously reported pot holes on the Playing Field approach had been repaired by Cllrs Warren and Harrison.

**7. To adjourn the meeting in order to allow reports and the press and/or members of the public to address the Council in a PUBLIC OPEN FORUM**

7.1 County Councillor Moriarty had no update on the Minerals and Waste plan as they are still looking at the responses.

County Cllr Moriarty expressed that he was pleased with the meetings attended to date, and noted that officers have attended meetings when requested to do so.

Particularly with regard to a pollinating plants on the road side competition. County Cllr Moriarty discussed NCC, issues relating to the transport policy and read a statement.

19<sup>th</sup> September is car free day, and this is to encourage street play.

7.2 Borough Councillors – none in attendance at this point of the meeting.

7.3 RAF Marham - none in attendance.

7.4 Public Participation (maximum 15 minutes – 3 minutes per speaker)

A member of the public discussed the LDP and an area referred to as MRA01 noting that the location seems to be inconstant on different parts of the document.

Email from bowls club – Cllr Barrett read the email with the suggested requirements.

- Bowls club planning permission request for extension will be funded through grants, no grants applied for yet but will need permission to apply for planning permission because the land is leased from the Parish Council. Therefore, as owners of the land, the Parish Council has to give permission. Currently 80 members of the Bowls Club, and majority from Marham, £7,000 is parish council contribution to gully repairs, and the Bowls Club would appreciate any contribution from the Parish Council. The Parish Council members discussed the work the Bowls Club would like to do. It was noted the grass bins would need to be relocated. The extension would be an estimate of 7/8 meters. The Bowls Club member discussed why the extension was needed and the outcomes this would provide for the Bowls Club members and how this would increase the capacity of the club too. All councillors were in agreement to the extension, subject to planning being given.
- Bowls Club contribution of £7,000 to fix dykes. It was agreed that this would be discussed another time. The Bowls Clubs are arranging some fundraising events.

County Cllr Moriarty left the meeting at 7.28pm

## 8. To receive Clerks report

Cllr Rix-Clark described the setup of the Norfolk ALC, that she is a director and also the Parish Councils representative. She described her role as Parish Council representative and as a director.

Borough Cllr G Hipperson arrived at 7.35pm.

It was agreed the Councillors would like more information about this situation.

## 9. To discuss Finance

9.1 To receive the Clerk's financial report (Finance Master Summary to date, Bank Accounts Statements, Bank Reconciliation )

The Clerk presented the Current Net Position, and Current Bank Balances of Balances at bank

Community Account	£10,369.09
Business Premium Account	£170,000.00

9.2 To receive and agree finances since last meeting and approve pre-authorized payments and pending disbursements to be made (circulated). Late bills & receipts to be tabled at meeting}

It was agreed that the following payments should be made:

Veolia	£19.39
G Robinson	£758.08
A Flatt	£270.00
HMRC	£380.76
Ultimate land and gardens	£1226.40
P&S Printing – June	£272.39
Eon Electric paid 12/7 DD	£74.45
R Allerton - expenses	£13.68
T Harrison - expenses	£266.50

9.3 To consider alternative banking provision – Unity Trust Bank and charges

It was agreed that at this time the Parish Council would stay with Barclays.

9.4 To consider replacing the laptop used by the Clerk

It was agreed that the Clerk obtain quotes to be considered at the September meeting.

#### 9.5 To consider the insurance policy

It was agreed the quote would be circulated to be considered at the next meeting.

#### 10. To consider Village Fun Day matters

##### 10.1 To agree a responsible Councillor to liaise with The Marham Friends before and after the event

It was agreed that Cllr Hipperson and Cllr Warren would attend before the event and Cllr Barrett and Cllr Allerton would attend Monday to check after the event.

##### 10.2 To approve Clerk letter to The Marham Friends regarding the toilet facilities

Clerk to write to Marham friends to confirm booking and that the toilet does not meet current regulations of disabled toilet facility.

##### 10.3 To agree Councillors who will man the Parish Council stalls

Cllr Child has made equipment for the stall but needs more people to man the stalls. Councillors were asked to contact Cllr Child if you would be able to support the stall. Members were happy with stall charges suggested.

#### 11. To receive updates and agree actions on ongoing issues relating to:

##### 11.1 Village Hall Renovations from the Working Party – Cllr Child, Cllr Allerton, Cllr Flatt, Cllr Harrison to report

Cllr Child circulated the draft tender document back from Longden Cook, noting that it is a very long document, and corrections have been made. Everyone is happy for the corrected document to be returned to London Cook for alterations.

##### 11.2 Cemetery – Cllr Hipperson and Cllr Allerton to report

Clerk needs to follow up on an outstanding issue.

##### 11.3 Sports Pavilion, Playground and Playing Field – Cllr Canham Cllr Harrison and Cllr Warren to report

Cllr Harrison reported that he is waiting for quotes to come back, and several items have been completed. The playing field sign with the Clerks details has also been updated. There was no objection to having the flood lighting from parishioners.

Unfortunately the Sport England grant bid was not successful as bids need to be post Covid related to be more likely to be successful, to get feedback on this Cllr Warren would like a survey to be considered. All members agreed to the proposed survey with minor amendments. Cllr Warren would like to attend a training so that he can make better grant bid applications. Cllr Warren has registered with other grant providers. Cllr Rix-Clark discussed some reasons that will help to support that grant applications. Cllr Warren will circulate the list of organisations that can go on the survey, everyone happy to include the survey in the P&S September issue. Cllr Child noted there will be an extra cost to print the P&S with the survey.

11.4 To consider membership of a Working Group to progress improvements to the Play Park and Pavilion

Cllr Harrison noted that the Parish Council is still waiting for some quotations to come in and suggested that middle quotations are used for the grant applications. The members agreed to this suggestion.

11.5 Proposed and Seconded Magazine – Cllr Child and Cllr Canham to report

Cllr Child suggested that there is need for more copies to be produced, a report outlining this was circulated prior to the meeting. It was agreed an additional 50 copies would be printed to cover private properties on base. Should distributors on base be paid more was discussed and this will be considered at the next meeting. With an increase in advertising the Parish Council could consider colour printing of future editions. It was agreed this would be considered at the September meeting.

11.6 Sam 2 (graphs circulated prior to agenda) – Cllr Allerton and Cllr Flatt to report –

This was circulated prior to the meeting, Cllr Allerton and Cllr Flatt discussed the information collated.

11.7 Footpaths – Cllr Rix-Clark – Document of 111 pages, and Cllr Rix-Clark is going to list all the evidence found, and then this will be circulated. It was agreed this would be an agenda item for the September meeting

11.8 Grounds maintenance

11.8.1 Hedge cutting – Cllr Harrison discussed the current situation, noting his reservations that it will not be cut by the fun day, from past experience. The hedge has not been cut for 2 years. The members discussed possible options. It was agreed the work must be done by 13<sup>th</sup> August or the contractor will be starting cutting on 16<sup>th</sup> August.

11.9 Marham village Christmas tree – Cllr Child and Councillors discussed options for lights and types of lights, it was agreed it would be an asset to have it in the village.

Cllr Flatt and Cllr Barrett to research pricing ready for the September meeting.

12. To consider planning applications and note planning decisions from the BCKL&WN

12.1 Planning Applications - none

12.2 Planning decisions - none

12.3 Late planning applications and planning decisions - none

12.4 Other planning matters (for information only and not for discussion during the public open meeting.

To discuss details of necessary playground planning permission requirements application are in and waiting for a response from planning. Cllr Harrison discussed the quotes received so far, and the need to have electric lights and not solar

providing the reasons why. Cllr Harrison discussed the price to run the lights which could be £2,500. It was agreed that Cllr Harrison would go back to the local street lighting company for additional prices and lighting plan.

13. To consider the forthcoming LDP consultation –

The consultation is open from 2<sup>nd</sup> August to 27<sup>th</sup> September. Cllr Barrett suggested an extra ordinary meeting and to allow the public to discuss the plan; then the Parish Council can have an informed response. It was agreed to have a meeting on 26<sup>th</sup> August at 7pm, with just this agenda item. It was agreed to have information printed ready for the fun day to be circulated as necessary to parishioners.

14. To receive and agree actions on correspondence receive

14.1 To consider bowls club correspondence

This item was considered earlier in the meeting.

14.2 To consider parishioner comments regarding area located where School Lane joins Church Lane, adjacent the church – Parishioner request

Cllr Barrett briefed the members on the work that was being done to cut the flower area and a very beautiful wildlife areas of plants. And noted that there had been a lot of concern from parishioners, feeling this should not be cut as it looks so beautiful. The members discussed whether this should this be designated as a wildlife flower area. Cllr Harrison discussed what was agreed to be done as part of the grounds contract and why the areas ended up looking so good. Councillors discussed options for going forward. Cllr Barrett proposed that maintenance of the strip is taken out of contract for the rest of the season. There were 2 abstentions and 6 agreed, to leave out of contract. It was carried that these areas would be left out of the contract for the remainder of the season.

14.3 To consider the waste bin at Eastgate layby – Cllr Harrison

Cllr Harrison discussed the issue. It was agreed that this item would be discussed at September meeting.

14.4 To consider Gambling Act - Statement of Principles email of 19<sup>th</sup> July

Cllr Barrett agreed to give feedback, in response.

14.5 Cllr Barrett discussed a recent email discussing concern about speeding in the village. Borough Cllr Hipperson discussed parking near school. Cllr Barrett will respond to the concerned parishioner. Clerk to write to highways, copying in Cllr Moriarty about concern about area of road.

15. To receive Borough Council / Norfolk County Council issues

16. To record the date of the next Full Council meeting: Wednesday, 22<sup>nd</sup> September 2021 at 7.00pm

17. To resolve on the moving into a closed session, on the ground of confidentiality in accordance with the Public Bodies Admission to Meetings Act 1960 s.1(2)

17.1 To receive Parish Clerk employment update.

It was agreed that .....

As there was no further business the meeting closed at 9.46pm