MARLINGFORD & COLTON PARISH COUNCIL Minutes of the meeting held via Zoom on 13th July 2020

Present

JB	Chairman
PH	
DW	
LP	
CF	
	PH DW LP

Maria Hutson MHu Parish Clerk Margaret Dewsbury Daniel Yallop, Norfolk County Council

Item	Minute	Action
1	To receive any apologies.	
	Martin Hemming, Steve Clarke	
2	Items raised by members of the public.	
	None received	
3	To receive any declaration(s) of interests of items on this agenda not recorded elsewhere.	
	None	
4	To accept and sign the minutes of the meeting held on 9 th June 2020	
	LP proposed and DW seconded as an accurate record of the meeting. Unanimously agreed	
5	Matters arising from the minutes of the last meeting	
	None	
6	Any time limited correspondence	
	Travellers in Colton – To date there has been no luck with a multi- agency meeting. JB has been in touch with Jo Richardson from the Gypsy & Traveller Liaison Service who works with Norfolk County Council. They are able to offer mediation but charge £80 per hour. JB has been trying to get in touch with SNDC to report environmental health and planning issues and will continue to try and speak to someone. A multi-agency meeting would be preferred to help alleviate any issues.	JB to continue to push for Multi-agency meeting and also contact SNDC
7	Financial matters	
	1) Payments o HMRC - £76.40 o Maria Hutson salary and expenses - £385.94	

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	 Defib £93.60 (Marlingford), £45.60 (Colton) 	PH to
	 David Bracey, Playground inspections, £120 	authorise
	 Julian Blackmore, Reimbursement of Audit fee, £25 	payments
	 NPTS, £112.60 (Subs, £80.60 CiLCA intro course, 	
	£32)	
	• HMRC, VAT repayment refund - £1,484.44	
	DW proposed and CF seconded these payments.	
	Unanimously agreed	
	2) Receipts	
	 Easton PC, refund of legal costs, £200 HMRC – £1,258.44 and £1,484.44 (over payment in 	
	error) VAT refund	
	\circ Interest, £2.31	
	3) Financial summary circulated and all happy with this	MHu to display
	4) Internal audit and AGAR – this was outlined by MHu and signed off by JB.	paperwork on
	MHu to display paperwork accordingly on the parish website	website
8	Website accessibility	
		NAL 1 4
	From 23 September 2020 all local council websites will have to be	MHu to speak
	accessible to all. Local councils need to make reasonable adjustments	with other
	to their websites and include an accessibility statement on their website setting out to what extent they meet the requirements and what	clerks and highlight
	alternative arrangements are available.	websites of
		good practice.
	More information can be found here	MHu to also
	https://www.gov.uk/government/publications/doing-a-basic-accessibility-	look into doing
	check-if-you-cant-do-a-detailed-one/doing-a-basic-accessibility-check-if-	a basic
	<u>you-cant-do-a-detailed-one</u>	accessibility
		check,
	There was discussion around what information we would want to hold	
	on the website; legal/financial information, minutes and archive of past minutes. Also Clerk and councillor contact details.	
	MHu will look for sites of good practice and speak with other Clerks to	
	determine what level of work is needed to the existing website to meet	
	legislation and contain the information we require. If required a sub	
	committee will be formed to focus on moving this forward.	
9	Planning – Application 2020/1103	
	No comments	
10	Pue convises shanges to least hus convise	
10	Bus services – changes to local bus service	
	Norfolk CC have contacted PC to inform them of changes to the local	JB to put
	bus service including the withdrawal of the 15 and a reduced service	together a
	from 5 days a week to 4 travelling to Longwater. 2 of these days it will	formal letter
	also be necessary to change buses at Easton to pick up the Excel from	requesting
	Peterborough.	further information on
	Daniel Yallop attended the meeting representing Norfolk County Council	the
	DY was asked how the decisions were made to make the changes. He	consultation,
	responded it was based upon past usage and demand on "normal" pre-	
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	covid use. They also considered what other travel options there were locally as well as financial reasons. JB stated that social isolation and deprivation must also be considered as although the usage may be low it is essential service for those that need it. The proposed provision is complicated with possibility of missed connections. PH & CF commented that many number 15 users are elderly and this would potentially take away some peoples independence.	consultees and responses
	Clarification was sought of who was consulted as the PC has not received anything. DY thought that the an old or incorrect email address for M&C PC was used. Can consultation be reopened so PC can comment? Buses that go through Easton start at Peterborough and often subject to more delays eg connections.10:05 connection starts at Peterborough at 7am!	
	NCC believes the revised offer is still sufficient for residents/passengers. JB requested that the PC see the consultation document along with the responses and that the consultation is reopened. DY stated that NCC may do a bespoke transport leaflet for the villages once "normality" has resumed. Passage information on vehicles to inform passengers of the forthcoming changes	
11	Newsletter for residents	
	With grapevine continuing online only at least the autumn residents are not all aware of parish news including changes to busses and support available for residents at this time. PH will put together a newsletter including these issues and requesting volunteers to help with work in the meadow and woodland.	PH to produce newsletter for Marlingford. LP and DW to look at something similar for Colton.
12	Management of Meadow/Woodland in Marlingford	
	An email has been sent from a resident regarding the woodland area being overgrown. As a PC we maintain the meadow. Although we don't actively manage it at present, the PC is responsible for the woodland next to the conservation area. There have been previous requests for help looking after these areas with limited response. Another request will be put out to residents in the proposed newsletter.	PH to include in Newsletter
	Tree inspections are also due over the autumn.	MHu to investigate if we still have local tree wardens
13	Playground inspections – report	
	Annual playground inspections have been completed and report circulated to all councillors. Some basic work is required such as cutting back of undergrowth and clearing of algae/moss on some equipment. If possible this work will be undertaken by councillors and other volunteers. If needed MHu will look into getting a contractor in to undertake some of the work.	PH to look at what needs to be done in Marlingford. Colton councillors to consider what

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	There has been a report that the See-saw at Marlingford has been damaged. The company who fitted it have been notified and they are going to inspect the equipment and get back in touch with MHu	works needs undertaking there.
14	Dog waste bin - update	
	Steve Clake currently has the bin as shortly after delivery lockdown was announced.	MH to contact SC. Request SNDC collects waste once bin in place, MHu
15	Asset list	•
	Discussed and will re-visit in September when an audit of all items on the list can be undertaken	Agenda for September 2020
16	Road Safety issues	
	Speed signs need cutting back on Bawburgh Road. JB encouraged Councillors to take photos of the affected areas which can be forwarded to Highways with a request to address this.	Photos to be sent to MHu to be forwarded to highways.
17	Report from CIIr Dewsbury	
	All councillors have read and acknowledged it's contents. No issues were raised	
18	Dudgeon and Sheringham Shoal Offshore Wind Farm Extension Projects – Extension to Scoping Area	
	Consultation documents are currently being received by residents. End date by 20 th August. Detailed comments on routing not possible until Spring 2021 as actual positioning not yet known. Land owners have not agreed to it yet. PC has limited influence but we should make a representation under Section 3 "onshore cable corridor". PC wish to raise concern whilst not formally objecting due to the disruption of potentially laying 2 cables.	A response will be formulated for MHu to lodge on the PC's behalf.
19	To invite submissions for any items for inclusion on the next agenda	
	Asset list Wind Farm extension – update and record of what was submitted.	
20	To confirm that the next meeting of the Parish Council to be held on Tuesday 8 th September via Zoom (tbc)	
	The meeting closed at 20:55	