

# MARLINGFORD & COLTON PARISH COUNCIL

Minutes of the meeting held via Zoom on 13<sup>th</sup> October 2020

## Present

Julian Blackmore JB Chairman  
 Paul Hammerton PH  
 David Woods DW  
 Liz Plater LP  
 Carol Farrow CF  
 Steve Clark SC

Maria Hutson MHu Parish Clerk  
 Margaret Dewsbury (attended from 7:35pm)  
 Dominic Castle, Colton Village Hall for item 8

## AGENDA

1.	To receive any apologies.	
	Martin Hemming	
2.	Items raised by members of the public present	
	None	
3.	To receive any declaration(s) of interests of items on this agenda not recorded elsewhere.	
	None recorded	
4.	To accept and sign the minutes of the meeting held on 8 <sup>th</sup> September 2020	
	LP proposed and CF seconded. It was unanimously agreed to accept the minutes.	
5.	Matters arising from the minutes of the last meeting	
	Travellers in Colton – JB reported that all breeches been resolved and there have been no further incidents.	
6.	Any time limited correspondence 1) Hearts London – email about defibs. Agreed by all that 2 defibs is sufficient 2) Nexus Fostering – poster to be displayed on notice boards. 3) Broadband speed – An email has been received regarding the poor broadband on Bawburgh Road, Marlingford. The quality of Broadband was discussed and the general lack of fast fibre. It was agreed that people’s experiences of broadband and mobile phone signal to be forwarded to MH who will put a response together for MD and to be forwarded to Richard Bacon. 4) City of Norwich Half Marathon – Dates for 2021 have been received, 11 <sup>th</sup> April and 31 <sup>st</sup> October, and will be included in Grapevine and circulated to all. Nothing as yet from Norfolk Gazelles regarding February race.	MH circulate poster MH to collate local experiences and forward to MD and Richard Bacon  MH to include in Grapevine
7.	Financial matters 1) Payments <ul style="list-style-type: none"> <li>• HMRC,</li> <li>• Clerk’s salary and expenses</li> </ul>	

	<ul style="list-style-type: none"> <li>• IT invoice</li> <li>• SLCC CiLCA registration invoice</li> <li>• Justin Ritchie, See Saw</li> </ul> <p>2) Receipts</p> <ul style="list-style-type: none"> <li>• Wayleaver; 2019/20, 2020/21</li> <li>• Precept</li> <li>• Heart Start</li> </ul> <p>3) Financial summary</p> <p>4) Setting of 2021/22 Budget</p>	
	MH went through payments and receipts along with overall summary. PH proposed and JB seconded payments and all agreed with these. JB to authorise payments	JB to authorise payments.
<b>8.</b>	Travellers at Colton Village Hall	
	<p>Dominic Castle joined the meeting from Colton Village Hall committee. Travellers arrived at the village hall on 24<sup>th</sup> September. After speaking with the council enforcement officer it was decided by the committee to act swiftly and instruct bailiffs Bryan Lecoche Ltd at a cost of £600. A notice to leave was given on Saturday morning and they had left by the afternoon. There was some mess left behind; about a wheelie bin full along with a gas canister and dogs mess.</p> <p>The committee are keen to now secure the site and have looked at a couple of options and decided on Knee High Railings, a type of solid wood fencing, leaving 2 spaces for those using the recycling banks etc. There will be access via lockable posts. The cost of this is quoted at around £1000. Mr Scales has agreed to this as long as he can maintain access to his field.</p> <p>The lease for approximat 2/3 fo the carpark and all of the playground is held by the PC and will expire in April. The PC have not been able to extend this lease to date. There were discussions regarding the lease and this will be looked at further in due course.</p> <p>JB proposed that the PC contributes £300 towards the bailiff costs. PH second this and it was agreed by all. Further consideration will be given on the security costs in due course.</p> <p>SC suggested that it would be prudent to look at insurance going forward that the council holds and the cover of the village halls and legal expenses</p>	SC to look into insurance.
<b>9.</b>	Asset list – play equipment	
	<p>The review of the play equipment is ongoing. The general condition of the equipment and cleanliness of the equipment is also being considered.</p> <p>MH asked for further clarification on the issues regarding signage at Colton Amenity Area. MH to contact Mike Amiss as soon as possible.</p>	MH to contact Mike Amiss.
<b>10.</b>	Updating of parish council's policies	
	MH has been reviewing the council policies. She is currently ensuring that they are all also in the correct format for the	MH to circulate draft review document

	<p>website. She has also compiled a review document to track when policies need to be reviewed.</p> <p>There are 9 policies which are needing to be reviewed currently. MH to put together a timetable for review over the next few months.</p>	
<b>11.</b>	Other parishes response to South Norfolk's Statement of Community Involvement and Planning White Paper	
	The comments received from other parish councils were briefly discussed. MH to write to SNDC asking for a response to PC's and other parishes' comments.	MH to draft letter with JB
<b>12.</b>	To invite submissions for any items for inclusion on the next agenda	
	<ul style="list-style-type: none"> <li>• CIL money</li> <li>• Colton Village Hall Car park and lease</li> <li>• 2021/22 Budget</li> </ul>	
<b>13.</b>	To confirm that the next meeting Parish Council Meeting to be held on 10 <sup>th</sup> November via Zoom	
	The meeting closed at 20:07	