

MARLINGFORD & COLTON PARISH COUNCIL ANNUAL MEETING MINUTES

Marlingford Village Hall 17th May 2022 at 7pm

Paul Hammerton PH
 John Morse JM
 Carol Farrow CF
 David Woods DW
 Steve Clark SC

Maria Hutson MH Parish Clerk

Margaret Dewsbury MD District and County Councillor

1.	Election of Chair and Vice-Chair and signature of Acceptance of Office	
	PH proposed that JM becomes chair. All in favour. JM proposed that PH becomes vice chair. All in favour.	MH to notify SNC and update website
2.	To receive any apologies.	
	Liz Plater and Caroline Agate gave their apologies which were accepted.	
3.	To receive any declaration(s) of interests of items on this agenda not recorded elsewhere.	
	None received	
4.	To accept and sign the minutes of the meeting held on 12 th April 2022	
	CF proposed and JM agreed they were a true record.	
5.	Items raised by members of the public present	
	MD – Update on office accommodation move for SNC Invited to meeting at the Food Hub regarding the vertical farm. Discussion around putting an LDO on the South Norfolk site.	
6.	Matters arising from the minutes of the last meeting	
	PH had message from Cath Montague who would like to take on the role of tree warden again. All in agreement to this. MD would be able to offer grant support for a tree and plaque to mark the jubilee. Tree planting season will recommence in November and look to plant something then.	MH to speak with Justin Ritchie about suitability for where to locate the tree in Marlingford
7.	Any time limited correspondence a) SNC Public Space Protection order b) SNC Platinum Jubilee Grant	
	a) FYI b) MH confirmed that the Grant had been successful and the funds would be available shortly	MH to let Marlingford VH the grant has been successful
8.	Planning • Any received after publication of agenda	

	None received	
9.	<p>Financial matters</p> <p>a) Payments for authorisation</p> <ul style="list-style-type: none"> • HMRC - £58.60 • Clerk's salary and expenses - £230.41 <p>b) Payments made since last meeting</p> <ul style="list-style-type: none"> • Pension (due 15/05) - £86.31 • ICO (Standing order) - £35 <p>c) Receipts</p> <ul style="list-style-type: none"> • 50% Precept - £5,250 <p>d) Financial summary</p> <p>e) Banking update</p>	
	<p>a) PH proposed and LP seconded all payments. All in agreement.</p> <p>d) JM, LP, CF have all been added to the mandate and can now authorise payments</p>	JM to authorise payments.
10.	Honingham Thorpe Development - Update	
	<p>JM to draft correspondence to Greater Norwich Partnership regarding their perspective on the development.</p> <p>MH to complete CPRE membership forms for authorisation at next meeting</p>	<p>JM to draft letter</p> <p>MH to complete membership forms</p>
11.	Highways - update on current issues	
	<p>PH to move Marlingford SAM 2. JM to download data.</p> <p>Current Colton data is now in dropbox</p>	MH to put data on the website
12.	Colton Amenity Area lease update	
	<p>MH sent letter to Mr Scales on 28th April and is still awaiting a response. Quotes have been received for the legal fees in excess of £750. PM proposed and CF seconded that we engage nplaw for legal arrangements and all in agreement. MH to speak with nplaw in regards to the quote. MH to write to Mr Scales confirming our solicitors will contact him after a set date. Send recorded delivery.</p>	<p>MH to contact nplaw to confirm and accept quote</p> <p>MH to write follow up letter to Mr Scales</p>
13.	Consideration of recommendations for insurance cover for 2022/23	
	<p>PH proposed and DW seconded BHIB 3 year deal as recommended by MH in her report. Premium to be authorised with the May payments. BHIB advertise that they allow free access to Parish Online for parishes.</p> <p>MH asked that play area inspections continue weekly to meet insurance requirements. PH to monitor Marlingford playareas, SC and DW to monitor Colton play area</p> <p>Defib inspection is overdue for Marlingford. PH says if the pub is not doing this he is able to. MH to request log in details for PH</p>	<p>MH to contact BHIB regarding access to Parish Online</p> <p>MH to add premium to payments</p> <p>MH to contact Community Heartbeat for login details.</p>
14.	Update on footpaths	

	MH had response from Great Melton estate regarding closed path. Closure is temporary whilst work being undertake on the footpath. It is hoped it will reopened soon.	
15.	Any other urgent business to be noted	
	<p>JM to attend the Easton meeting next week</p> <p>Barford Farm Shop was going to shut down due to persistent thefts. PH liased with The Bell PH and they will be opening a shop in the next few weeks selling produce including that previously sold at Barford Farm Shop.</p> <p>MH has drafted a submission for Grapevine and will circulate tomorrow.</p>	MH to email PH the contact for Grapevine to include information on the new shop.
16.	To invite submissions for any items for inclusion on the next agenda	
	<p>Grapevine and Community Car scheme accounts and contributions</p> <p>Good neighbour scheme for Parish</p>	
17.	To confirm that the next Parish Council Meeting will be held on 14 th June, Colton Village Hall, 7pm	
	Meeting closed at 20:54	