

MARLINGFORD & COLTON PARISH COUNCIL MEETING MINUTES

Marlingford Cricket Club, 10th October 2023 at 7pm

John Morse JM (Chairman)
Paul Hammerton PH
Deborah Perfect DP
Maria Hutson MH Parish Clerk
1 member of the public
Margaret Dewsbury
Mark Pfeiffer from item 3

1. To consider accepting apologies for absence
Apologies received from David Woods, away, which were accepted.
2. To receive declarations of interest on items on the agenda and consider any requests for dispensations
Debbie Perfect declared she has previously advertised in the Grapevine.
3. To consider Co-opting a Councillor
Mark Pfeiffer was unanimously co-opted as a Councillor and signed the Declaration of Acceptance of Office. Clerk to send through register of interests document and other relevant documents.
4. To agree the minutes of the Parish Council meeting held on 12th September 2023
DP proposed, PH seconded, agreed a true record.
5. Open forum for Public Participation: an opportunity to hear from the public
Report from Margaret Dewsbury was noted.
6. Matters arising from the minutes of the last meeting
Clerk to contact highways regarding outstanding issues
Clerk to chase Action Play Leisure regarding remedial work at Marlingford
Tree survey is continuing to be looked at after the recent asset inspection.
Play area inspection forms to be circulated
7. Any time limited correspondence – for information only
Email from Zero Hour regarding the Climate and Ecology Bill was noted and will included in a future newsletter.
8. Planning
 - a) Any received after the publication of the agenda
2023/2679, Church of St Andrew Church Lane Colton Norfolk.
It was agreed to support this application. **Clerk to log comments on the planning portal**
 - b) To hear of any planning decisions made by South Norfolk Council
None
9. Financial matters
 - a) To authorise payments for October 2023

Clerk October salary and expenses	£337.85
October Pension contribution	£98.46
Marlingford PCC donation	£300

Colton PCC donation	£300
Grapevine donation	£375

PH proposed and DP agreed payments. **JM to authorise**

- b) To note payments made since the last meeting
None
- c) To note receipts received
South Norfolk Council, 50% Precept £5450
- d) To note the financial summary and second quarter accounts
These were noted
- e) Considering appointing an internal auditor
There was discussion over internal audit fees. **Clerk to approach current internal auditor regarding being appointed for a 3 year term**

10. To consider the grant applications received for 2024/25
Grants applications were reviewed and it PH proposed allocating the following;
Colton Village Hall - 250
Marlingford Village Hall - 250
Marlingford PCC - 325
Grapevine – 400
JM seconded. All in agreement
Clerk to contact Colton PCC requesting their grant application by 31st October

11. To receive an update on footpath issues
DP reported that a new fingerpost on church lane has been added. Hogweed has largely now been cut back.

12. To consider meeting dates for 2024
Meeting dates for 2024 were discussed. It was agreed that the Parish Council will meet bi-monthly from January 2024 on the 2nd Tuesday of the month, proposed by JM, seconded by PH and agreed by all.

13. To review the following policies;
a. Risk assessment
b. Training and Development Policy
It was agreed to approve the review of the policies. **Clerk to update the website**

14. Any other urgent business to be noted
The cleanliness and obstructions of the road signs was discussed
The use of SAM 2 was discussed and it's limitations

15. To invite submissions for any items for inclusion on the next agenda
Draft budget
Asset inspection report

16. To confirm that the next Parish Council Meeting will be held on 14th November, Colton Village Hall, 7pm

Meeting closed at 20:49