

MARLINGFORD & COLTON PARISH COUNCIL MEETING

held at Colton Village Hall, 9th September at 7pm

Minutes

Present

John Morse	JM	Chairman
Debbie Perfect	DP	Councillor
Mark Pfeiffer	MP	Councillor
David Woods	DW	Councillor
Maria Hutson	MH	Parish Clerk

Margaret Dewsbury	MD	Parish and District Councillor
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2 members of the public

1. To consider accepting apologies for absence
None
2. To receive declarations of interest on items on the agenda and consider any requests for dispensations
DP declared an interest in Planning 10a; JM and MP declared an interest in Colton Village Hall and Marlingford Church Grant Applications.
3. To consider Co-opting a Councillor
None at this time.
4. To agree the minutes of the Parish Council meeting held on 8th July 2025
DW proposed and MP seconded, all in agreement that they were a true record.
5. Open forum for Public Participation: an opportunity to hear from the public
Report has been circulated from Margaret Dewsbury.
There was a discussion around local government reorganisation.
6. Matters arising from the minutes of the last meeting
None
7. Any time limited correspondence – for information only
 - a. South Norfolk Village Clusters
 - b. Meetings regarding Local Government Reorganisation
 - c. A47 updatesThese were noted.
8. To receive a Highways update
JM attended the most recent liaison group meeting. Alternative routes for the western link are being investigated.

JM has also been in touch with Mr Plant again at Norfolk County Council regarding the state of the roads in the parish following the initial damage in October 2023 and is waiting for a response. JM to contact Ben Goldsborough to raise these issues with him.

9. To receive a footpath update

Tree Felling work is being undertaken in Colton Wood and the area is still being cleared. JM has been in contact with James Alston who has provided a summary of the proposed activities.

10. Planning

- a) [2025/2207 | Demolition of the existing 2 storey residential dwelling and replacement with a self build 4 bedroom house with associated infrastructure | The Willows Norwich Road Colton Norfolk NR9 5BZ](#)
Parish Council to support application, clerk to log
- b) Any received after the publication of the agenda
[2025/2699 | Resubmission of an application for a self build dwelling and detached garage following the refusal of the application 2024/3522 | High House Farm High House Farm Lane Colton Norfolk NR9 5DG](#)
A vote was taken which was tied 2-2. The chair had the casting vote to support the application, clerk to log
- c) To hear of any planning decisions made by South Norfolk Council
None

11. Financial matters

- a) To note payments made since the last meeting

Clerk Salary and Expenses, August	444.81
HMRC, Month 5	86.72
Norfolk Pension Fund	146.85
J Morse - Colton Lease, witness of docs	10.00
- b) To note receipts received

Adopter fees	450.00
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- c) To authorise payments for September 2025

Clerk Salary and Expenses September	518.93
Norfolk Pension Fund	175.38
SNC Dog waste bins	834.00
HMRC Month 6	121.41
- d) To note the monthly bank reconciliation
This was discussed and noted
- e) To appoint the internal auditor for 2025/26
It was agreed to appoint Sonya Blythe as internal auditor
- f) To note the LGS pay agreement.
The salary uplift was noted.
- g) Payment of 25/26 grants

The following grant payments were agreed, clerk to process payments

Minutes 250909

Donation – Grapevine	400.00
Donation – Marlingford Churchyard cutting	300.00
Donation – Colton Churchyard cutting	300.00
Donation – Marlingford Cricket Club	194.99

12. To consider grant applications for 26/27

Applications were received from Grapevine, Colton Church, Marlingford Church and Marlingford Village Hall.

The grant from Marlingford Church is for repairs to the church; there is not a legal power for the Parish Council to be able to support this however grass cutting in the churchyard is acceptable. The church will be asked if they would like to resubmit their application with this in mind.

It was agreed to support all the other applications with the exact amount of funding to be agreed with the setting of the budget at the November meeting

13. To review the following policies/documents

- a) Financial Regulations
- b) Grievance Policy
- c) Planning Application Policy
- d) Filming at Parish Council meetings

These were all agreed, clerk to update the website

14. To receive an update on the Colton Amenity Area lease

The lease has been signed and returned to the clerk.

15. To receive an update regarding Colton Village Hall

MP is attending Colton Village Hall meetings to represent the Parish Council and Dom Castle will be attending the Parish Council to represent the Village Hall as necessary. There were discussions around the use of the hall and amenity area, and this dialogue will continue as appropriate.

There was a discussion as to the actual ownership of part of the Amenity Area. The Village Hall Constitution and the documents relating to the Parish Council's lease arrangement, differ. It was agreed that the two documents would be more closely scrutinised to resolve this discrepancy.

16. To consider quotes and next step for replacing the fencing at Marlingford Conservation area and play area

Due to the significant costs of replacing the fencing and no appropriate funds available the costs for this will be considered as part of the budget setting in November. MP to provide MH with quotes.

17. Any other urgent business to be noted

Restrictions are to be put on when the village bonfire can be used with no use from May to end of September. MP to see what, if any, insurance restrictions are in place after queries from farmer of neighbouring field.

18. To invite submissions for any items for inclusion on the next agenda
None
19. To confirm that the next Parish Council Meeting will be held on 4th November 7pm, Colton Village Hall

Meeting closed 20:42

DRAFT