

**MARTHAM ANNUAL PARISH COUNCIL MEETING WEDNESDAY 18th
MAY 2016 AT THE COMMUNITY CENTRE, PLAYINGFIELD LANE,
MARTHAM, 7.30pm**

You are invited to attend the meeting of Martham Parish Council to be held at the above venue on the date shown.

Sarah Hunt
13th May 2016

AGENDA

1. Election of Chair – Chair signs acceptance of Office.
2. Election of Vice-Chair.
3. To consider apologies for absence.
4. Declarations of personal interest and dispensations.
5. To approve the minutes of the Parish Council meeting held 20th April 2016.
6. Public Forum:
 - 6.1 In line with standing orders each member of the public may address the Council for a maximum of five minutes in relation to items on the agenda.
 - 6.2 Police.
 - 6.3 Borough Councillor.
 - 6.4 Public.
7. To receive an update on any matter arising from the minutes;
 - 7.1 Nationwide Account. Clerk
 - 7.2 Smees – letter sent to Lewis Snow.
 - 7.3 Defibrillator. Cllr Johnson
 - 7.4 Footpaths update – signs.
8. Village Green.
 - 8.1 Update on Court Hearing. Cllr Johnson
 - 8.2 Water Sampling of ponds. Cllr Bradford.
 - 8.3 Back Lane Pond.
 - 8.4 Waitings Lane Pond.
 - 8.5 Ducks.
 - 8.6 Car Park Sign. Cllr to be appointed to work with Clerk on replacement.
 - 8.7 Concrete by Pond. Cllr Johnson
 - 8.8 Byelaw Course Feedback. Clerk.
 - 8.9 Update on costs reclaim.
9. Planning.
 - 9.1 To consider investigating a Neighbourhood Plan. Cllr Huxtable
 - 9.2 To consider applications and notification of decisions.

- 9.3 06/15/0673/O – Erection of up to 55 houses – Martham East Broiler Farm – notification of committee meeting 25th May 2016 at 6.30pm.
10. Finance.
- 10.1 To consider the monthly list of invoices value £13,724.87 to note income for April.
- 10.2 To receive the Finance Committee minutes.
- 10.3 To approve the income and expenditure summary.
- 10.4 To agree that £500 be returned to the Boat Dyke Trust as the Community Led Plan has ceased to be progressed.
- 10.5 End of year return – that the Governance and Accounting statements be accepted by Council, and the return signed.
- 10.6 That the date for the exercise of electors’ rights be set at 27th June to 9th August.
- 10.7 That the Asset Register be agreed as submitted.
- 10.8 That the Financial Risk Assessment be agreed as submitted.
- 10.9 That the Specific Duties of the Responsible Financial Officer be agreed as submitted.
- 10.10 That the Financial Regulations be agreed as submitted.
- 10.11 That the Terms of Reference for Internal Auditor be agreed as submitted.
- 10.12 To agree bank signatories.
- 10.13 To receive up to date bank reconciliation.
11. Correspondence.
12. Common Road Smea.
To consider uses. Cllr Johnson
13. To consider adopting the Power of Competence.
14. Administration.
- 14.1 To consider Councillor Training.
- 14.2 To consider the volunteer services of Mr Tony Gates as Community Centre keyholder.
- 14.3 To consider receiving agenda pack electronically.
- 14.4 Welcome Pack. Cllr Hooper
- 14.5 To consider training – Councillor Introduction Training; Parish Paths Seminar.
15. Queens 90th Birthday Celebrations – to consider.
16. To consider membership of Committees and Working Parties
17. Items for Meeting 15th June 2016.

NEXT PARISH COUNCIL MEETING on Wednesday 15th June at 7.30 Community Centre.