

**Minutes of MARTHAM PARISH COUNCIL MEETING**  
**Held on WEDNESDAY 19<sup>th</sup> February 2014**  
**AT THE COMMUNITY CENTRE, PLAYINGFIELD LANE, MARTHAM**  
**AT 7.30PM**

Present: Councillors Bradford, Gates, Hooper, Huxtable, Manifold, Murrant, Starkings, Watson, Wright.

Chair: Councillor Murrant.

Clerk: Mrs Sarah Hunt

In the public forum; Cllr Barry Coleman, Cllr M Carttiss, PC Cook, Mr K Roofe Parishioner.

**PUBLIC FORUM**

- Mr Roofe addressed the Council and asked that in any future planning permissions on the site on Hemsby Road or the Mushroom Farm that the public right of way on Green Lane be protected.
- P C Cook received reports that the flashing 30mph signs were not working on either Repps or Rollesby Road. The police are aware of the blue graffiti on the 30mph signs and enquiries continue.
- Cllr Coleman offered apologies on behalf of Cllr Mary Coleman. Both Councillors have donated the remainder of their Councillors allowance to Great Yarmouth Borough Services to support an increase of activity for the Environmental Rangers to tackle Dog Fouling in the village. For a period of some weeks there will be an increase in the patrols, with high visibility in difficult areas. There will be letter drops, and stickers will be replaced. It is a problem within the village with some very inconsiderate dog owners – this has been taken note of, and attempts are being made to alleviate the problem.
- Cllr Carttiss reported that the County budget was passed, and updated the meeting.

The public forum was closed at 7.52pm

**COUNCIL**

1. Apologies for absence: Cllr Johnson, work. Cllr Jordan, illness.
2. Declarations of personal interest and dispensations for any items on the agenda. Cllrs Huxtable, Starkings and Watson – Item 10 allotments - tenants. Cllr Hooper letter 016/2014 – waiting restrictions, Repps Road – adjacent to proposed double yellow lining. Cllrs Bradford and Wright – Item 6.7 Playingfield Grant – Trustees.
3. The minutes of the full Council meeting held on 15<sup>th</sup> January 2014 were agreed and signed as a true and correct record – proposed Cllr Watson, seconded Cllr Bradford.

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26/2/14

Intialled.

Clerk: Mrs S Hunt  
Community Centre, Playingfield Lane, Martham, Great Yarmouth, NR29 4SP  
Tel: 01493 749938 mail: clerk@martham.gov.uk

4. To consider any matters arising from the minutes.
  - 4.1 Resilience Plan. Copies of this will be circulated, please could Councillors submit any comments/additions, and responses to requests within the document – bring to next meeting. **ALL COUNCILLORS/CLERK.**
  - 4.2 Damgate Footpath Registration. The necessary forms have been circulated. Twelve witnesses needed, then landowners to be contacted, then all paperwork submitted to County Hall.
  - 4.3 Trackway on Green. This flooding was due to a blocked drain – unblocked by Clerk.
  - 4.4 Permission Paths – Next Agenda. **CLERK.**
  - 4.5 Smee, Cess Road. Cllr Watson has yet to obtain the keys to the gate. **CLLR WATSON.**  
The ditch has been cleaned out by the adjacent landowner Mr Goose, this has caused some trees to fall in the high winds. To be checked. **CLLR HUXTABLE/CLERK.**
  - 4.6 Walkers are Welcome – This is currently on hold, the regional co-ordinator has left their post, replacement is being sought.
  - 4.7 Other Matters – Hemsby Road, ruts on top corner. Clerk to report. **CLERK.**
5. Planning.
  - 6.1 To consider the list of planning applications received for consultation.
    - 06/13/0621/F – 33 Black Street – Conversion of front garden to driveway - permitted.
    - 06/13/0751/F – 36 Black Street – conservatory - no comment to be sent.
    - 06/13/0526/F – Jasmine Cott, Staithe Rd – Revised Drawings – no comment to be sent.
    - 06/13/0720/F – Land at Grove Close – Variation of condition – design changes - permitted.
    - 06/13/0758/F – WhiteGate Farm, Common Road –Erection of Agricultural livestock building – no comment to be sent.
    - 06/13/0588/O – School Site, New Parsonage - permitted.
    - 06/13/0629/F – Hall Rd, Land off – Erection of 9 single storey dwellings – refused.
    - 06/13/0687/F – Walnut Tree Avenue – 8 No. Two and three bed bungalows. Permitted.
6. Finance.
  - 6.1 To consider the monthly list of invoices for payment attached totaling £3,765.76 to note income of £2,363.61. It was agreed that these be authorized, proposed Cllr Manifold, seconded Cllr Bradford.
  - 6.2 The bank reconciliation and bank statements were produced and signed as agreeing. Proposed Cllr Watson, seconded Cllr Gates. Signed by the Chairman.
  - 6.3 Minutes of the Finance Committee were received by the meeting.
  - 6.4 Bank Mandate – the meeting agreed to remove Lisa Harold from the mandate. Proposed Cllr Manifold, seconded Cllr Watson. **CLERK.**
  - 6.5 Internal Audit – report received by the meeting. The Council considered it an excellent report and thanked the Clerk.

- 6.6 It was brought to the Council's attention that costs can quickly escalate – but felt that all volunteers benefiting the village need encouraging and the support of the Council. Clerk to remain prudent over expenditure.
- 6.7 The Council considered the grant to the Playingfield after receiving updated accounts. It was Proposed Cllr Hooper and seconded Cllr Gates that subject to suitable accounts and governance being in place the grant be dropped to £6,500 which would appear to be the activities in the expenditure which could reasonably be covered under the Concurrent Functions Remit. Agreed.  
Great Yarmouth Borough Council to be contacted and Concurrent Functions application to be dropped accordingly.
7. Correspondence.  
006/2014 – Big C Norfolks Cancer Charity – request for donation. It was PROPOSED Cllr Huxtable and seconded Cllr Gates £50.00 be donated. Agreed.  
**CLERK.**  
008/2014 – MAGPAS – request for donation. It was decided that as they weren't locally based no donation would be made.  
013/2014 – Grays Fun Fair – Booking Request – It was PROPOSED Cllr Murrant, seconded Cllr Gates that the charge be £200 again this year.  
014/2014 - Norfolk Community Transport Association – invitation to meeting. Cllrs to attend if they wish.  
Cllr Hooper left the meeting at 8.45  
016/2014 – Norfolk Co. Co. – Intended waiting restrictions Repps Road – It was PROPOSED Cllr Huxtable and Seconded Cllr Murrant that these be left as all yellow lines.  
Cllr Hooper rejoined the meeting at 8.49  
017/2014 – Mr and Mrs Chapman – Litter Picking proposal. Cllr Hooper and Cllr Watson volunteered to organise the day – date to be arranged, weekend before the Fun Fair arrives.
8. Boat Dyke Charity.  
Cllr Bradford reported to the meeting.  
Mr Kevin Jordan has stepped down as both the Chairman of the Charity, and also as a Trustee. The Clerk, Mr Duncan Laxton has tendered his resignation. The Charity is actively recruiting new Trustees.
9. Trees.  
Great Yarmouth Borough Council have investigated the list of permissions that have been provided where tree felling has been allowed with the proviso that replacement trees are planted. They continue to monitor the situation on some sites.  
The Willow on the Green has been inspected by the Tree Officer from Great Yarmouth after some concerns were expressed – he is content with the condition of the tree at present and does not feel any major works are necessary. He will inspect again in the spring when leaf cover will show any dead areas.
10. Allotments.  
10.1 Pests. The gentleman who is attending the allotments, with permission, has had a lot of success recently with rat control.  
10.2 There is no longer a problem with overnight parking on the site.  
10.3 The questionnaires have been sent out – it is anticipated that a 50% return rate will be achieved.

11. Small Works.

- 11.1 War Memorial – At least one more quotation to be obtained. PROPOSED Cllr Manifold and seconded Cllr Hooper. **CLERK**  
Grant to be investigated. **CLERK**
- 11.2 Tree Lights on Village Green – Cllr Johnson has volunteered to take on inspecting and reporting back to Council with regard to the tree lights on the green. The Council would like quotations to extend the trees lit. **Cllr JOHNSON**
- 11.3 Blue Noticeboard. The quotation was received by the meeting. It was PROPOSED Cllr Wright and seconded Cllr Gates that the main wooden noticeboard be moved from the back of the bus stop to the front, and the flower baskets be moved from the front to the back. The Blue board to be removed from the green. **Cllr WRIGHT** to organise, Paul Dawson to undertake the work.
- 11.4 Planters – Rollesby Road. There have been problems with the siting of these due to vandals throwing the contents at nearby windows. It was PROPOSED Cllr Wright and seconded Cllr Huxtable that the Clerk investigate the possibility of moving them to the Green on Repps Road. **CLERK.**
- 11.5 Shrub Border – Co-op. Quotation received to maintain this border as previous years for the sum of £80. It was PROPOSED Cllr Huxtable and seconded Cllr Murrant that this be accepted. **CLERK.**
- 11.6 Back Lane Pond – Leak. Clerk to investigate repair possibility and report to next meeting. **CLERK.**
- 11.7 Daisy Close – this has now been inspected by Cllr Gates. Cllr Gates to meet with Mr Scott who maintains this and investigate costs for next meeting. **Cllr GATES/CLERK.**

12. Community Centre.

- 12.1 Lighting Columns. The Clerk updated the meeting – all four columns near the Community Centre do belong to Great Yarmouth Borough Council, however two have been repaired by the Parish Council and are now fed from the Community Centre. It was PROPOSED Cllr Murrant and seconded Cllr Gates that the reinstatement of power to the other two be investigated by the Clerk and GYBCo. And if necessary they also receive power from the building. Cllr Huxtable requested an investigation into whether the one in the centre of the green area could be moved to one side to facilitate more parking. **CLERK.**
- 12.2 Steps into Garden. To be investigated by Clerk.
- 12.3 Loft Ladder. Costs to next meeting. **Cllr GATES.**
- 12.4 Tables and Chairs. Clerk to try to obtain Grant Funding. **CLERK.**
- 12.5 Car Parking Area. The concrete posts have been cut. Crushed concrete is available to the Council from the old School site, but it needs excavating and levelling, then tarmac over. Clerk to seek quotes. **CLERK.**
- 12.6 Ramp Signage. The Clerk now has signs indicating the ramps on the road – Cllr Wright and Cllr Gates to put them up. **Cllr GATES/WRIGHT.**

13. Signposts in the centre of the village. No meeting has yet taken place. Cllr Hooper to organise. **Cllr HOOPER.**

14. Primary School Traffic. The Clerk and Cllr Murrant attended a meeting at school with regard to parking issues. Double yellow lines are being investigated.

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15. Festivals.
  - 15.1 Scarecrow Festival - A meeting has taken place attended by Cllrs Wright and Hooper. Everything is on track, there will be no fun run this year.
  - 15.2 Carnival – The Parish Council has been approached to work in partnership with the Committee – Cllrs Bradford and Murrant to work on this – a record breaking attempt will take place this year.
16. Village Green.
  - 16.1 Permit to Use: St Marys Church – Approved.
  - 16.2 Permit to Use: Gray Brothers Fair – Approved.
  - 16.3 Access Over. This continues to be ongoing. Clerk to write to Mr Justin Price Jones to confirm that we have been trying to contact his client to arrange an opportunity to discuss as resolution. **CLERK.**
  - 16.4 Disconnection from Silt Filter. Confirmation has been received that there is no foul water discharge from the premises into the chamber.
17. Clerks Spring Seminar - £30 – March 14. It was AGREED the Clerk should attend.
18. Personnel Issues.
  - 18.1 Youth Worker – Applications have been received, personnel committee to meet and arrange interviews.
  - 18.2 Clerks Holiday – the meeting was notified of the clerks holiday.
  - 18.3 It was AGREED the Clerk should purchase an up to date copy of Arnold Baker.
19. Next Agenda.

Silt Filter.

The meeting closed at 9.55pm

## Expenses February 19<sup>th</sup> 2014

Norfolk alc - Spring Conference - clerks attendance	£ 30.00
Ningbo Manufacturing - 20 chairs - Cllr Coleman sponsoring	£ 379.80
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Norse	£ 28.20
nptp - Initial Training for Councillors (underpayment last month)	£ 5.00
Calor Gas	£ 19.25
Secret Gardens	£ 140.00
SSAF Window Films Limited	£ 68.90
Viking Direct	£ 102.40
Miracle Cleaning	£ 139.20
Get Mapping - PSMA	£ 67.20
Came & Company	£ 25.00
berryman recycling - glass	£ 183.77
viking direct - pens	£ 5.94
Steven Beales	£ 115.50
Sarah Hunt - salary February 2014	£ 1,201.83
Viking Direct - stationary/ink	£ 313.30
Norse - waste collection dec/jan	£ 46.80
Norfolk Pensions	£ 394.27
Sarah Hunt - expenses	£ 119.60
	£ 3,765.76

### INCOME -

Allotments	£1,128.33
Roxy - hall hire	£50.00
gym	£570.60
compensation - santander	£40.00
scout grass cutting	£30.00
fmg tree damage green	£60.00
mr thain	£220.00
recycling 31.1.14	£264.68

Signed

Chairman.

Dated: 19<sup>th</sup> March 2014

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