

**Minutes of MARTHAM PARISH COUNCIL MEETING**  
**Held on WEDNESDAY 16<sup>th</sup> April 2014**  
**AT THE COMMUNITY CENTRE, PLAYINGFIELD LANE, MARTHAM**  
**AT 7.30PM**

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

Chair: Councillor Murrant.

Clerk: Mrs Sarah Hunt

In the public forum; Cllrs Mary and Barry Coleman, P C Cook, Dilly Turton and 5 parishioners .

**PUBLIC FORUM**

The meeting was addressed by a property owner who said his attendance was to prompt the Council to confirm dates for a meeting with his legal representative with regard to a requested change to the title deed of the Village Green. He was advised that an email had been sent offering to meet on either the 9<sup>th</sup> or the 16<sup>th</sup> May. The Council is awaiting a response.

Dilly Turton, independent public governor at James Pagett Hospital reported to the meeting. For patient transport patients must now call the East of England service, not the James Pagett.

If any user of the James Pagett would like to offer feedback on the service then first speak to the manager of the Department in question, or the Patient Advisory Liaison Service – number available in foyer. Feedback helps to improve services, and the new Director of Nursing is keen to work on service provision. The Communications Office can forward any message to a Public Governor on your behalf – this is not for medical problems, but service problems.

There is a target 18 week waiting time – the hospital is not hitting this target due to a high number of emergency admissions. Currently they are dealing with the backlog of routine patients, and by July should be operating back within targets.

Recruitment to Great Yarmouth poses difficulties, but they continue to work hard to recruit nurses.

Some beds were closed temporarily due to the Norovirus, and there is some refurbishment going on, but there are no terms long term to reduce the number of beds available.

A resident addressed the meeting with regard to the Speeding on Repps Road. It was confirmed that P C Cook, Cllr Coleman, and the Clerk had all, on at least one occasion each reported the 30mph speed sign was not functioning. P C Cook confirmed that there is a considerable presence there with speed recording equipment, however traffic does slow only when they are present. The Clerk was advised that an email may be coming to the Council from Norfolk County Council Highways with regard to measures which may be adopted.

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P C Cook offered his thanks for the Council's prompt support in making the Community Centre available when emergency evacuations were necessary when there was a fire in the village recently. The police continue to try to give Repps Road attention due to the speeding. There has been considerable streetlight damage in the village, the offenders were apprehended, and discussion is ongoing with Great Yarmouth Borough Council with regard to reparation.

The meeting was opened by the Chairman at 8.54pm.

### COUNCIL

1. To consider apologies for absence.  
None received – Cllr Jordan absent.
2. Declarations of personal interest and dispensations for any items on the agenda.  
Allotments – Cllrs Starkings, Watson, Wright.
3. To approve the minutes of the full Council meeting held on 19<sup>th</sup> March 2014  
Agreed and signed by the Chairman as a true and correct record, PROPOSED Cllr Johnson, seconded Cllr Bradford.
4. To consider any matters arising from the minutes.
  - 4.1 Resilience Plan. A meeting is needed between Cllr Manifold, the Clerk and the Chairman. Then the agreed document needs to go before full Council.
  - 4.2 Litter Picking Day. Some areas have been nominated as needing attention – please could as many Councillors as possible attend the Green, 10am, Saturday.
  - 4.3 Planters – Rollesby Road. The Carnival would like to make use of these near the pond – Cllr Johnson to arrange their removal.
  - 4.4 Memorial. The Contract has been awarded to Colin Smith, Clerk has a grant application in for £500 prior to works being undertaken.
  - 4.5 Cess Road Smees. Mr Smith has assured Cllr Watson that he will clear the tree in the dyke shortly.
  - 4.6 Signs have appeared in the village – and been reported to Great Yarmouth Planning.
  - 4.7 It was noted with regret by the Council that Quirks, a large business within the Parish, was closing.

Item 19.1 was brought forwards, and the meeting suspended at 8.02pm to allow Mark Llewellyn, newly appointed Youth Worker to address the Councillors.

Mr Llewellyn confirmed he had met with the Clerk and they had looked at policies, that DBS checks were in hand and had been sent off, that an opening date of the 13<sup>th</sup> June was the current target. The proposal for Council was that the club opened from 5 to 7pm for 6 – 11 year olds, and then from 7.30 to 9.30 for 11 – 16 year olds. Mr Llewellyn was keen to move things forward in a positive way and run a club which was fun, but had outcomes, hopefully supporting educational outcomes. There was an ambition to run trips, and extend the service being provided.

The Avenues Social Club had been disbanded, and a donation of £261 received towards the Youth Club.

At 8.06 the Chairman thanked Mr Llewellyn and re-opened the meeting.

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It was PROPOSED Cllr Maniford, seconded Cllr Watson and agreed unanimously that the hours for the Youth Worker be increased to 5.5 per week from 13<sup>th</sup> June to allow the opening to be undertaken as proposed by Mr Llewellyn.

5. Planning.

06/14/0126/EU – Sevenoaks, Hall Rd, Martham. Certificate of proposed lawful use for agriculture. No comment to be submitted.

06/14/0202/F – 36 Black Street, Martham. New detached garage. No comment to be submitted.

06/14/0221/F – Walnut Tree Avenue, Martham. Retrospective application for installation of PVC window to ensuite (Plots 1 and 2) and air source heat pumps (Plots 1 to 8). No comment to be submitted.

BA/2014/0116/FUL – Hyrn End, Cess Road, Martham. Raise and extend bungalow, restore cottage and add ancillary buildings. No comment to be submitted.

6. Finance.

6.1 To consider the monthly list of invoices for payment attached totaling £4,244.55 to note income of £60,500.85. That the payments be made as detailed PROPOSED Cllr Maniford, seconded Cllr Watson.

6.2 The bank statements were signed by the Chairman as agreeing to the reconciliation produced.

6.3 To receive Finance Minutes. It was noted by the meeting that the Grasscutting tender had once again been awarded to Secret Gardens due to their excellent and personal service.

6.4 To receive the Annual Return and approve as recommended by Finance Committee subject to satisfactory internal audit on 27<sup>th</sup> May 2014. This was signed in the meeting by the Clerk and Chairman as being prepared in accordance with rules and regulations. Subject to satisfactory internal audit on 27<sup>th</sup> May this to be returned to Mazars on behalf of the Council.

6.5 The Council considered two emails received concerning the increase in precept. These had also been considered by the Finance Committee. The meeting expressed disappointment that both individuals had been invited by the Clerk to come along and address the meeting and hear a more detailed explanation, but had chosen not to attend. Clerk to respond with an explanation as detailed by the Finance Committee and reported to full Council. CLERK.

7. Correspondence.

001/2014 – Kate and Nigel Dyball, concern over Willow tree outside 28 The Green. This had been inspected by Cllr Huxtable and was not currently considered to be a threat to the overhead wiring in this location. CLERK

010/2014 – Nicholas Hancox re: Damgate Staithe Ownership. Next agenda for feedback from the Boat Dyke Trust. CLERK.

8. Affordable Housing.

Meeting between Councillors now set – next Agenda. CLERK.

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9. Allotments.  
Action has been taken against one allotment holder, and others are being monitored – allotments that are not being kept in accordance with the agreement will result in swift action.
10. Small Works.
  - 10.1 Tree Lights on Village Green. Next meeting.
  - 10.2 Back Lane Pond - leak. Next meeting – price required for Siltex and also replanting of main pond. CLERK.
  - 10.3 Daisy Close. Price to be obtained for grassing over current bed. CLERK.
11. Community Centre.
  - 11.1 Steps into Garden. Still awaiting quotation.
  - 11.2 Tables and Chairs – grant application submitted.
  - 11.3 Car Parking Area. Awaiting further quotation.
12. Signposts in the Centre of the Village.  
Borough Council have been spoken to, Council is awaiting a preplanning application meeting in two weeks time.
13. Neighbourhood Plan.  
Cllr Hooper has spoken to several Parishes who are undertaking this, and it appears to be of limited benefit. To be reviewed after Core Strategy is published – CLERK.
14. Boat Dyke Charity.  
Appointment of Trustees to be deferred to next meeting as more interest has been shown. CLERK.
15. Communication Working Party – Notes from the meeting were distributed. It was AGREED that Cllr Hooper should explore the costs involved in purchasing software and training for himself and the Clerk to update the website. Cllr Hooper.
16. Comments and Complaints Procedure. That the revised version be adopted PROPOSED Cllr Murrant, seconded Cllr Manifold. AGREED.
17. Village Green.
  - 17.1 Circus will be present on main green from Saturday 24<sup>th</sup> May through to Sunday 1<sup>st</sup> June, performing from Saturday to Friday and offering workshops on the Friday.
  - 17.2 Electricity Installation – one price received, £6,112.00 from Black Street to install to the tree line on that side. Location being reviewed, awaiting new price.
  - 17.3 Access over. Fiona Croxen of NPLaw has contacted Mr Nicholas Jago's solicitor and proposed a meeting on either the 9<sup>th</sup> or 16<sup>th</sup> May. Chairman and Clerk to attend with Ms Croxen.
  - 17.4 Disconnection from Silt Filter. The Council has written to the Courts and Mrs Nicholas Jago's Solicitor, as has Ms Croxen.
18. Personnel.
  - 18.1 See earlier.
  - 18.2 Clerks Holiday dates noted.
19. Items for next Agenda  
None

The date of the next meeting of the full Council will be held on Wednesday 21<sup>st</sup> May 2014 at 7.30pm.

Annual Village meeting 7<sup>th</sup> May at 7.30pm.

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Meeting 16 <sup>th</sup> April 2014	<b>TOTAL</b>
Pittman Traffic (yellow marker paint	£ 83.40
secret gardens	£ 428.00
Momentum (youth club membership)	£ 50.00
Mr P Blake	£ 40.00
Premier Electronics	£ 18.00
Norfolk County Council (safer programme)	£ 30.00
East Anglian Childrens Hospice	£ 50.00
PRS for music	£ 32.89
Viking Direct	£ 166.32
PPL	£ 139.63
Keith Debbage - hedgecutting	£ 60.00
Mr Steven Beales - salary - April	£ 115.50
Norfolk alc	£ 446.49
Environment Agency	£ 13.15
Berryman	£ 123.25
Norfolk County Council (allotment rent)	£ 420.00
eon - community centre electricity	£ 188.38
Miracle Cleaning	£ 111.36
Norfolk Pension Fund	£ 391.24
Mrs Sarah Hunt - salary April	£ 1,221.79
Sarah Hunt - expenses	£ 115.15
Mark Llewellyn - Youth Worker	£ 103.00
Norse - bin collection	£ 31.20
	£ 4,378.75

**S Hunt - Expenses 19th March 2014**

Tesco - bleach, micropore, lever arch file	£ 5.96
Loft ladder - argos	£ 69.99
b & Q - Plywood	£ 28.07
postage	£ 5.65
sellotape	£ 1.00
drawing pins	£ 1.00
Hand Saw	£ 3.48
	£ 115.15

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INCOME -

Allotment Rent	£50.00
Gym takings	£711.65
Hall Hire	£320.00
recycling	£983.20
Grant - Avenues Social Club (Youth Club)	£261.00
Concurrent Functions	£17,325.00
Precept	£40,850.00

£60,500.85

Signed: 21<sup>st</sup> May 2014

Chairman

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