

Minutes of MARTHAM PARISH COUNCIL MEETING
Held on WEDNESDAY 21st May 2014
AT THE COMMUNITY CENTRE, PLAYINGFIELD LANE, MARTHAM
AT 7.30PM

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

Chair: Councillor Murrant.

Clerk: Mrs Sarah Hunt

In the public forum; Cllrs B Coleman and M Carttiss and 1 parishioner .

PUBLIC FORUM

Apologies were received from Cllr Mary Coleman who sent a report to the meeting that the 30mph signs were finally working in the village. It appeared the power supply had been cut within the columns.

Cllr Barry Coleman thanked the Parish Council for their work with the War Memorial alongside the Church, the tree being cut back is much better.

Cllr Carttiss explained that the last cabinet meeting had taken place today as the County Council was going back to a committee system. Five new committees will be elected with 17 members in each committee.

Cllr Carttiss offered his apologies for the next meeting.

7.46pm the meeting was opened by the Chairman.

COUNCIL

1. Election of Chairman.
Councillor Murrant was proposed by Cllr Bradford, seconded by Cllr Huxtable and elected unanimously. Cllr Murrant signed an acceptance of Office, witnessed by the Proper Officer.
2. Election of Vice Chairman.
Councillor Hooper was proposed by Cllr Gates, seconded by Cllr Bradford and elected unanimously.
3. To consider apologies for absence.
Apologies had been tendered by Councillor Watson – bowling. Councillor Johnson – away. The resignation of Councillor Jordan had been received by the Chairman. The Clerk is following the vacancy procedure.
4. Declarations of personal interest and dispensations for any items on the agenda.
Councillors Huxtable, Starkings, Watson and Wright have an allotment tenancy. Councillor Wright is a Trustee of the Village Hall.
5. To approve the minutes of Council meetings held 16th and 25th April 2014.
These were agreed as a true and correct record, proposed Cllr Gates, seconded Cllr Hooper, and duly signed by the Chairman.

28/5/14

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Initialled

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

6. To consider any matters arising from the minutes.
 - 6.1 Resilience Plan. Another date to be set for the meeting – Cllr Johnson, Cllr Murrant, Cllr Manifold, Clerk – P C Cook to be invited. **CLERK.**
 - 6.2 Litter Picking Day. 25 Bags of rubbish and many illegal signs were removed from the village. 1st Martham Rainbows and Guides provided over 50% of the workforce – a thank you letter to be sent. **CLERK.**
 - 6.3 Planters – Rollesby Road. These have been put next to the pond and filled with compost ready for the Carnival Committee to utilise.
 - 6.4 Cess Road Smee. Work has commenced on the tidy up, this should be completed before the next meeting.
7. Planning.
 - 7.1 06/14/0235/F – 10 Clarendon Drive – Single storey replacement of front porch; relocation of front door. Garage conversion and second storey extension above garage. Conservatory replacement. No comment to be sent.
06/14/0234/F – 45 Cess Road – Proposed rear extension and re-roof to form accommodation in roof space via increased roof pitch. This has been granted by Great Yarmouth District Council.
8. Finance.
 - 8.1 It was agreed to pay the grants to St Mary's Church £3,500 and Village Hall £1,500. Proposed Cllr Manifold and seconded Cllr Hooper that these be paid now as previously agreed as the precept and concurrent functions grant was now received from Great Yarmouth District Council.
 - 8.2 It was agreed to pay the monthly list of invoices for payment detailed below totaling £8,557.76 (includes above) Proposed Cllr Gates, seconded Cllr Murrant. Income of £757.35 was noted. It was brought to the attention of the meeting by Cllr Huxtable that the Community Centre appeared now to be generating a consistent income.
 - 8.3 The bank reconciliation and bank statements were shown as agreeing, and signed by the Chairman.
9. Correspondence.

015/2014 Email from Mrs Beales requesting support from the Parish Council by way of jointly organising the Scarecrow Festival again next year. The Clerk was asked to write and confirm the Council's ongoing support for this.

017/2014 Email from Mr Huke regarding parking on the Village Green. It was agreed the Clerk's response was suitable and no further response was needed. The matter is in hand.

018/2014 Email from Mrs Meakin with a suggestion that the new 'Close' on the School Site be named 'Anna Hinderer Close' The Clerk to pass this suggestion along endorsed by the Parish Council. **CLERK.**

The Council has also received an email from Mr Bush with regard to the closure of the Kings Arms asking the Parish Council to take action. Cllr Hooper had explored the Community Right to Buy which would enable the Parish Council to list the Kings Arms as a Community Asset. It was proposed by Cllr Murrant and seconded Cllr Hooper that the Kings Arms be listed, and other Assets be considered and brought to the next meeting. **CLLR HOOPER**
10. Membership of Committees and Delegates and Representatives agreed as distributed by Clerk.

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11. An update was given by Cllr gates on the Youth Club re-opening. The date has been set at the 13th June, currently there are only four volunteers – more are desperately needed. The current volunteers are all enrolled onto suitable training courses.
12. Affordable Housing. Next meeting.
13. Allotments. Cllr Wright explained to the meeting that currently the Committee is looking at installing additional water points on the site. An inspection of all of the plots is about to take place.
14. Trees.
 - 14.1 The meetings considered replacing two trees on The Green. Cllr Huxtable to look at the best positioning. It was agreed that these be planted at a suitable time and in a suitable location, proposed Cllr Hooper, seconded Cllr Wright. When the Cherry Tree is felled the stump to be ground out.
 - 14.2 Cllr Huxtable reported on the Level 1 course attended. It was very helpful, and highlighted when it was necessary to call professionals. The Council had purchased a very useful book for identifying diseases, available through the Clerk.
15. Small Works.
 - 15.1 Tree Lights on Village Green. Next meeting.
 - 15.2 Ponds. It was agreed that the Clerk order Siltex at £126 for 1 tonne delivered. And that the planting quotation be submitted to next meeting. Proposed Cllr Manifold, seconded Cllr Bradford. **CLERK.**
 - 15.3 Daisy Close. It was agreed that the work be undertaken by volunteers – Cllr Gates, Starkings, Wright - grass seed to be purchased.
16. Community Centre.
 - 16.1 Steps into Garden. It was approved that this work be ordered from Mr Paul Dawson at a quotation of £441.00. Mr Dawson to be asked to price local timber merchants and order from there if prices comparable. Proposed Cllr Manifold, seconded Cllr Murrant. **CLERK.**
 - 16.2 Tables and Chairs – grant application submitted.
 - 16.3 Car Parking Area – still awaiting quotations.
 - 16.4 Completion Certificate received GYBCo - noted.
 - 16.5 The Council was asked to approve materials to built a brick Bar B Q in the garden – proposed Cllr Gates, seconded Cllr Hooper – agreed. It was suggested the Scarecrow Festival Committee be approached to see if they would be in agreement that some of their donation buy the materials. **CLERK.**
17. Signposts in the Centre of the Village. Next meeting. **CLERK.**
18. Boat Dyke Charity.
 - 18.1 It was agreed to appoint Mr Chris Locke and Mr Richard Rogers as Trustees. Proposed Cllr Murrant, seconded Cllr Wright.
 - 18.2 Damgate Staithe Ownership – Cllr Bradford reported that the Trust will not be pursuing ownership at the moment.
19. Website Development Update. Cllr Hooper reported that two pieces of Software had been identified and were being trialled
20. Village Green.
 - 20.1 Electricity installation quotation. The quotation didn't include traffic management. **CLERK** to chase. Cllr Murrant to look into funding from Co-op Dividend Community Efforts.

- 20.2 Access over – in hand. A meeting has taken place between NP Law, Mr Jago's solicitor and the Parish Council.
 - 20.3 Disconnection from Silt Filter – This was talked about at the above meeting. It was agreed that the Parish Clerk and Chairman should issue Court Proceedings if necessary after consulting with Cllr Bradford and Johnson. Proposed Cllr Hooper, seconded Cllr Gates.
 - 20.4 Permission Agreed – Sunday 20th July, Gardening club, Garden Gazebo.
21. Personnel.
- 21.1 Notification of Clerk sickness absence from 3rd June for two weeks. Noted. June meeting to be postponed from 18th June to 25th. Agreed.
 - 21.2 Notifications of Clerk's appointment to Neatishead Parish Council. Noted.
 - 21.3 Policies for review:
 - (i) Equal Opportunities.
 - (ii) Health and Safety.
 - (iii) Freedom of Information Publication Scheme.
 - (iv) Freedom of Information Policy.
 - (v) Training Policy.All policies agreed as submitted. Proposed Cllr Manifold, seconded Cllr Gates.
22. Items for next Agenda
- Highways.
 - Footpaths.
 - Openness of the Council
 - Professional Standards
 - Functions of Martham Parish Council

To confirm the date of the next meeting of the full Council will be held on Wednesday 25th June 2014 at 7.30pm.

Expenses May 21st 2014

	TOTAL	
Information Commissioner	£ 35.00	22432
secret gardens	£ 586.00	22433
Parish Magazine - printing, scarecrow festival	£ 152.80	22434
Viking Direct	£ 187.12	22435
Flogas	£ 112.54	22436
Berryman	£ 170.77	22437
Momentum Norfolk - DBS checks	£ 196.00	22438
Miracle Cleaning	£ 110.40	22439
St Marys Church	£ 3,500.00	22440
Martham Village Hall	£ 1,500.00	22441
Mr Steven Beals	£ 115.50	22442
Mr Mark Llewellyn	£ 190.73	22443
Mrs Sarah Hunt	£ 1,221.79	22444
Mrs Sarah Hunt - expenses - below	£ 87.87	22445
Norfolk Pension Fund	£ 391.24	22446
	£ 8,557.76	

INCOME -

recycling	
recycling	
Hall Hire	
gym	
Filming donation	
gym	
hall hire - marlborough green residents	

S Hunt - Expenses 21st May 2014

Lathams - flower tubs	£ 37.65
Tesco - dettol spray/tissues	£ 4.35
Post Office - postage	£ 7.15
Post Office - postage	£ 1.02
table covers/cups	£ 4.95
Tree Book	£ 32.75

£ 87.87

Signed: 25th June 2014

Chairman

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