

MINUTES OF MARTHAM PARISH COUNCIL MEETING
WEDNESDAY 25th June 2014
AT THE COMMUNITY CENTRE, PLAYINGFIELD LANE, MARTHAM
AT 7.30 PM

PUBLIC FORUM

Apologies from Councillors Barry Coleman and M Carttiss.

The Council was asked by a Parishioner who empties bins on the Boat Dyke, it is the Borough Council.

P C Cook has not yet learnt who was responsible for the graffiti in the bus shelter on Repps Road, but commended the Council on its quick removal.

A discussion was held with regard to the newly announced cuts in the County, the Parish Council was reassured that there should be no discernible difference apparent after the cuts.

Councillor Mary Coleman had received an email concerning the VicFest in the village and enquired whether the Council had also received a complaint. The Council had had contact with the gentleman, and referred him to the licensing department at Great Yarmouth Borough Council.

COUNCIL

1. Apologies for absence.
Colin Starkings – Bowling. Bob Huxtable – holiday.
2. Declarations of personal interest and dispensations for any items on the agenda.
Cllrs Starkings, Watson, Wright – Allotment holders. Cllrs Bradford, Wright item 6.1 – Trustees of the Playingfield.
3. The minutes of Council meeting held 21st May 2014 were signed as a true and correct record PROPOSED Cllr Bradford, seconded Cllr Wright.
4. To consider any matters arising from the minutes.
 - 4.1 Resilience Plan. This is in the final stages, a meeting has been held with P C Cook and representatives from the Council and is now ready for submission to the Borough Council. Clerk to produce minutes of meeting for circulation. **CLLR MANIFOLD**
 - 4.2 Cess Road Smee. Cllr Watson reported that Mr Smith is slowly removing the rubbish from the Smee. To be monitored. **CLLR WATSON**
 - 4.3 List of Community Assets. Cllr Hooper notified that a letter had been received from Great Yarmouth Borough Council taking up the request to nominate the Kings Arms, and this is now going through the necessary process. A written decision is due by 21st July 2014. Any other assets to be considered should be requested to Cllr Hooper. **ALL**
 - 4.4 War Memorial. A £250 grant has been received and the work commissioned. This should be completed in July.

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- 4.5 Parish Councillor Vacancy. No election has been requested – advertisements are ready to be posted with a closing date of 31st July 2014.
5. Planning.
- 06/14/0279/F – 30 Back Lane – Proposed Rear Conservatory. No Objection.
- 06/14/0291/F – Primary School, Back St – Extension of Front Entrance. No Objection.
- 06/14/0309/F – 74 Repps Road – Single Storey Front Porch – No Objection.
- 06/14/0333/F – Rectory House, Repps Road – Alterations/Raise Roof of detached gym and garage to change use to detached dwelling. Original planning consulted and objection sent. ‘Condition 3 of original planning permission for garage/gym states ‘the garage with gymnasium hereby permitted shall not be used for any purpose other than incidental to the enjoyment of the dwellinghouse’.
- 06/14/0235/F – 10 Clarendon Drive – Single storey replacement of front porch, relocation of front door, garage conversion and second storey extension above – Granted.
- 06/14/0349/F – 2 & 4 Damgate Back Lane – Proposed Dwelling. Objection sent – development outside building envelope and designated as unsustainable on SHLAA plan for village.
6. Finance.
- 6.1 The approved accounts and Trustees statement were received by the meeting. It was PROPOSED Cllr Gates and seconded Cllr Watson that the grant previously conditionally agreed to the Playingfield Committee of £6,500.00 was now paid. AGREED.
- 6.2 To consider the monthly list of invoices for payment attached totaling £12,230.37 (includes above) to note income of £8,906.61. It was PROPOSED Cllr Murrant and seconded Cllr Bradford that all payments be made as presented. AGREED.
- 6.3 The bank reconciliation was approved as agreeing to produced bank statements and signed by the Chairman.
- 6.4 The meeting was appraised that all purchases between meetings were paid for by the Clerk and refunded at the following meeting. The Clerk was asked to investigate whether a debit card or similar could be available with a set limit. **CLERK.**
- 6.5 The Internal Audit report was received by the meeting – no comments were made by the auditor that needed attention from the Council. Next audit due November.
7. Correspondence.
- 020/2014 – Copy of NPLaw letter to Mr Nicholas-Jago re: Parking on the Green. Councillors to note this has been resent to the Solicitor.
- 021/2014 – Email from Lesley Young re: MACE Shop in the centre of the village. This is out of the Parish Council’s hands and currently being dealt with by Great Yarmouth Borough Council – Clerk to inform Ms Young.
- 022/2014 – Email from History Club re: Planters on the green. Response to be sent explaining the temporary nature of the siting, and agreeing to consider information boards should the history club wish to pursue this.
- 024/2014 – NRCC AGM 30th June. No one to attend.

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026/2014 – Mr Bob Warnes – email about electricity supply to the Green and the circus. Response to be sent thanking Mr Warnes for his considerable help with these matters. The meeting noted that a quotation of £220 had been received for the road closure to install electricity to the Green – giving a total figure to date of £2,548. Quotation for universal connector to be installed in current box to be sought as suggested by Mr Warnes. **CLLR JOHNSON**

027/2014 – Steve Shaw – Legislation preventing Parish and Town Councils from selling renewable energy. More information to be sought. **CLERK.**

028/2014 – George Hudson re: Village Green Grass Cutting. This has now been attended to, is all cut and is looking tidy. The Clerk explained that a cut was missed to enable longer grass to be available for the Fun Fair during the Scarecrow Festival weekend. With excellent growing conditions this had meant that grass had indeed got exceptionally long prior to cutting. Next year the Clerk will ensure grass is cut routinely and no cuts are missed.

030/2014 – Mrs M Regan Re: Street Lighting Request, Blenheim Avenue. Borough Council correct contact. Mrs Regan to be advised. **CLERK.**

031/2014 – Mr Jamieson Re: Pest Control, allotments. Mr Jamieson has obviously received a mixed reception on the allotments whilst carrying out the Pest Control as engaged by the Parish Council. He is however doing sterling work, and very much appreciated by the majority of the tenants. Laminated notices to be produced stating that he and he alone is to undertake Pest Control on site, that no one is authorised to shoot or bait on the site excepting Mr Jamieson and action will be taken against anyone found engaged in either of those activities, or in damage or theft of Mr Jamieson's property. **CLERK.**

8. The first evening of the Youth Club was quite successful with fifteen attendees. Hopefully these numbers will increase.

9. Highways.
No issues to report.

10. Footpaths.

Concern was expressed about the current condition of many of the footpaths. The permissible paths need cutting. A schedule of cutting approved by the Council to be circulated to all Councillors. The footpaths cut during the last month were available to Council from the Contractor. Currently it is impossible to get to some benches that have been sited by the Council and use them. To be monitored by Councillors between meetings. Schedule to be circulated to all. The provision and use of a strimmer on paths by Councillors to be investigated. The Path across the back of Strawberry Farm to be reported to Norfolk County Council as impassable.

CLERK.

11. Openness of the Council.

12. Professional Standards.

13. Functions of Martham Parish Council.

The above three items were taken together by the Council. Cllr Manifold expressed his concerns to the Council.

- That the Council currently lacked goals.
- Councillors did not undertake the previously high level of the work themselves.
- Responsibilities undertaken by ex Councillors had not been continued. Such as buses and the luncheon club.

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- Previous work and information was being reproduced because old surveys etc appeared to not be available any longer. Work is being duplicated on the ponds.
 - Some historical projects appeared to have been left without formally being agreed as not to be pursued. Use of the school sports hall.
14. Allotments.
- 14.1 An inspection has been undertaken and letters are due to go out. The installation of additional taps is still being investigated. The Chairman reported that he had received a letter from Brandon Lewis, too late for inclusion in this meeting, but that it would be on next agenda.
- 14.2 Waterless Toilets. No questionnaires were completed by non-allotment holders despite good circulation. The Council AGREED not to pursue grant funding for this project as almost half of the respondents from the allotments were not in favour of the installation.
15. Carnival.
Cllrs Bradford and Manifold have been attending meetings on behalf of the Council. Everything is in place, it is looking very exciting and includes a Guinness World Record attempt for the highest number of people dressed as super heroes in one place.
16. Trees.
- 16.1 Tree lights. Cllr Johnson has inspected the lights and discussed them with Mr Alan Moore. It appears that two sets can be used again, the ones near the Methodist Church, and the ones near the Fish and Chip Shop. The tree by Old Barclays bank will need new lights. Prices are being investigated. Next agenda. **CLERK.**
17. Small Works.
- 17.1 Back Lane Pond. Next meeting.
- 17.2 Daisy Close. This is in hand.
- 17.3 Bar B Q. Cllr Watson has part completed two brick Bar b Q's at the Community Centre, he was thanked by the meeting.
- 17.4 A Quotation had been received for painting the Pond boundary in the centre of the village – this could be completed before the Carnival if requested. It was PROPOSED Cllr Murrant and seconded Cllr Gates that this work be approved. **CLERK.**
18. Community Centre.
The Gym attendance is slightly down. One factor is an increase in fees to £3 a session, another that people are away on holiday. It is producing new members though, and continues to be busy. Currently there is a broken tap in the extension toilet, Cllr Gates is investigating.
19. Ownership of Damgate Staithe. Next Agenda. **CLERK.**
20. To review Standing Orders. Next Agenda. **CLERK.**
21. Vacancy for Councillor. See 4.5.
22. Information Technology.
- 22.1 Website Development Update. Norfolk County Council runs a free scheme on Wordpress. After investigations of costings and useability Cllr Hooper recommended to Council that this free hosting package be used. AGREED. Old site to remain in place until new one available.
- 22.2 It was AGREED by the meeting that Cllr Hooper investigate the purchase of new computer. The current one was purchased in November 2009 and is in need of replacement. **CLLR HOOPER**
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It was noted by the meeting that the printer was not producing clear copies
 – Cllr Hooper to arrange for servicing of machine. **CLLR HOOPER**

24. Village Green.

24.1 Access over – This continues to be in abeyance and is not yet referred to tribunal. Norfolk County Council NPS Law have been in touch with the Land Registry directly to confirm their involvement.

24.2 Disconnection from Silt Filter – Following a meeting with the Solicitor engaged by Mr and Mrs Jago reassurance has been given that this will take place and evidence will be provided before the end of July. As permission to take whatever action is necessary has previously been approved to Cllrs Bradford, Johnson and Murrant along with the Clerk then as soon as the end of July is reached if no confirmation has been received action will be issued.

22. Items for next Agenda.

NONE.

To confirm the date of the next meeting of the full Council will be held on Wednesday 16th July 2014 at 7.30pm.

EXPENSES 25th June 2014 Meeting	
	TOTAL
British Telecom - Direct Dbit	£ 140.14
Viking direct	£ 329.95
Norse Waste Solutions	£ 23.88
Chapman Farms	£ 400.00
Norfolk alc	£ 180.00
AJS Fisheries & Aquatic Chalks	£ 120.00
Pauline James	£ 100.00
Miracle Cleaning Limited	£ 138.00
Norfolk County Council	£ 165.00
Norse Waste Solutions	£ 23.88
Anglian Water	£ 179.72
SSAF Window Films Limited	£ 37.68
Berryman	£ 146.34
Secret Gardens - May	£ 586.00
Mr Steven Beales	£ 115.50
Mrs Sarah Hunt	£ 1,221.59
Mr Mark Llewellyn	£ 190.73
Mrs Sarah Hunt - expenses	£ 165.08
Inland Revenue	£ 1,075.64
Norfolk Pension Fund	£ 391.24
	£ 5,730.37

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INCOME -	
recycling	467.70
bank interest	52.98
VAT refund	700.80
Scarecrow Festival	1,437.78
gym	677.35
funfair	250.00
boat dyke repayment	5,000.00
comm cntr hire	320.00
	£8,906.61

S Hunt - Expenses 25th June 2014	
Planet Bar B Q	£ 65.93
E.E C op Society - Tuck - Youth Club	£ 12.00
Tesco - Tuck - Youth Club	£ 40.71
Flowers - Tubs by DIY	£ 4.00
lathams - air freshener - plants	£ 15.55
clas ohlson - exension lead	£ 5.99
Keys - community centre	£ 11.00
screwfix - frame ties	£ 9.90
	£ 165.08

Signed:

CHAIRMAN

16th July 2014

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Clerk: Mrs S Hunt
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