

MINUTES OF MARTHAM PARISH COUNCIL MEETING
WEDNESDAY 14th December 2016
AT THE COMMUNITY CENTRE, PLAYINGFIELD LANE, MARTHAM at 7.30PM

Present: Cllrs Bradford, Gates, Hooper (chair), Hurkett, Huxtable, Huke, Starkings, Sutton, Watson.
Clerk: Sarah Hunt

3 members of the public were also present

1. To consider apologies for absence.
Apologies were accepted from Cllr Smith – away.
2. Declarations of personal interest and dispensations.
Cllrs Bradford, Starkings and Watson reminded the meeting of their Trusteeships with the Playingfield.
Cllrs Huxtable, Starkings and Watson are allotment holders with dispensations.
3. The minutes of the Parish Council meeting held 16th November 2016 were PROPOSED Cllr Huke and seconded Cllr Bradford as a true and correct record of the meeting and signed by the Chairman.
4. Public Forum:
 - 4.1 The Police report was given by P C Cook. Currently there is little to report in the village except for a slight escalation in Anti-Social Behaviour. This is caused by a small number of people. Colleagues are giving this attention currently as P C Cook is retiring as of the 15th December 2016. P C Cook had worked in Martham for 23 years, and will be forwarding the contact details for his replacement in due course. Cllr Bob Huxtable made a presentation on behalf of the Parish Council and thanked P C Cook for his work over the years, and his support for the members of the Parish. P C Cook Thanked the Council, it had been a wonderful community to have been part of, and P C Cook considered it a pleasure and a privilege to have done so. Policing had changed dramatically over the last 23 years, but ultimately it was talking to people.
 - 4.2 Borough Councillors Coleman had sent apologies.
 - 4.3 A Parishioner reported that there were issues with groups of older children gathering at the Co-op on the Green, and residents were finding it intimidating. They were often there at 10pm closing. Clerk to advise P C May. **CLERK**
5. To receive an update on any matter arising from the minutes;
 - 5.1 Meeting with Dean Minns. Cllr Huke reported that he had now received a response and was seeking a meeting with G Manthorpe instead as Dean Minns is not available. **CLLR HUKÉ**
The meeting felt that it was unacceptable that Officers at District level were not available to Councillors who had made a legitimate request.
 - 5.2 Phone Box/Defibrillator. Cllr Starkings had visited Alma Ironcraft to back up the Clerks letter and the work is to be undertaken the second week of January. Alternatives to be sought in case this doesn't happen on schedule. **CLERK**
Cllr Barry Coleman to be informed. **CLERK**
6. Village Green.
 - 6.1 Pond retaining wall – Cllr Starkings reported that Highways have reported that the wall is sound. Possible movement to be investigated. **Cllrs HURKETT, STARKINGS, WATSON**
Next meeting. **CLERK**

- 6.2 Draft signs – Waitings Lane. Cllr Hooper to drop off proofs to SSAF. **CLLR HOOPER**
Next meeting. **CLERK**
- 6.3 Land Registry First Tier Tribunal Costs. The full costs of Vivian Chapman QC have been applied for, no costs are available for the Clerks time or any other expenditure. The Council has applied for costs to be awarded on Summary costings, which will hopefully make it easier, less expensive, and quicker to obtain the money.
7. Planning.
- 7.1 Applications received from Great Yarmouth Borough Council for comment:
06/16/0748/F – 168 Repps Road – Alterations and re-roofing to form attic accommodation. No comment to be sent.
06/16/0737/F – 33 Thurne Rise – Renewal of PP 06/10/0745/F – Renewal of PP 06/10/0745/F – To allow part of the domestic garage to be used to store garden bird seed in connection with a small home delivery business on a permanent basis. No comment to be sent.
Decisions notified by Great Yarmouth Borough Council:
06/16/0415/CU – 9 The Green – Change of use from B1 (Business) to A1 (Shops, A2 (financial and professional), A3 (Food and Drink) and A5 (Hot food takeaway).
GRANTED.
06/16/0624/LB – 68 Black Street – Replace single window on ground floor to keep with the age and style of the building. GRANTED.
- 7.2 Broads Authority Local Plan Consultation. Available at <http://www.broads-authority.gov.uk/broadsconsultations> Closes 3rd February 2017.
- 7.3 Broads Authority Plan 2017 Consultation. Noted.
- 7.4 Draft Broads Flood Risk Supplementary Planning Document Consultation. Available at <http://www.broads-authority.gov.uk/broads-authority/how-we-work/transparency/consultations> . Noted. Closes 23rd December 2016.
8. Finance.
- 8.1 To consider payments £9,076.93 to note income for November £1,225.25. Additional payment to Barcham Trees of 342.00. PROPOSED Cllr Watson, seconded Cllr Huke. AGREED.
- 8.2 An up to date bank reconciliation was received by the meeting showing an on hand balance of £79,129.55. Signed by the Chairman as agreeing.
- 8.3 The internal audit report was reviewed by the meeting. The only item brought to the attention of Council was a discrepancy between Standing orders and Financial Regulations – this has been addressed and recommendations are before Council.
- 8.4 The minutes and recommendations from Finance Meeting were received;
- 8.4.1 It was PROPOSED that the Village Hall Grant application be refused Cllr Huke, seconded Cllr Watson. AGREED
The Council requested that the Village Hall should be supported by the Clerk to obtain funding elsewhere. **CLERK**
- 8.4.2 PROPOSED that subject to the application for Concurrent Functions £3,300 be earmarked for use in the Church grounds. That Great Yarmouth Borough Services be contracted at the sum of £2,990.00. That any balance be payable towards rubbish collection for the public bin maintained there. Cllr Gates, seconded Cllr Hooper. AGREED. **CLERK**
- 8.4.3 PROPOSED that subject to the application for Concurrent Functions £6,500 be earmarked for maintenance of the Recreation Fields. That a specification on the necessary maintenance and services be provided to the Council by the Trustees

and that the Clerk obtain the necessary quotations. Cllr Starkings, seconded Cllr Hooper. 7 votes in favour, Cllr Sutton and Cllr Huxtable voted against. AGREED.

CLERK

8.4.4 PROPOSED that the Clerk be instructed to open a Lloyds Bank account to allow for electronic payments. Cllr Huke, seconded Cllr Bradford. AGREED. **CLERK**
Signatories to be: Cllrs Bradford, Huke, Hurkett, Starkings.

8.4.5 PROPOSED that the updated Financial Regulations be adopted as submitted Cllr Hurkett, seconded Cllr Hooper, AGREED.

8.5 To set Precept/Concurrent Functions Grant for 2017/18;

8.5.1 It was PROPOSED that the Concurrent Functions Grant request be £15,400, as last year Cllr Hooper, seconded Cllr Hurkett, 7 votes for, Cllr Sutton against, Cllr Huxtable abstention. **CLERK**

8.5.2 It was PROPOSED that the precept be set at £49,800.00 Cllr Gates, seconded Cllr Watson, 6 for, Cllrs Huke, Huxtable, Sutton abstentions. AGREED. **CLERK**

9. Correspondence.

The following were tabled:

Poppleton & Appleby letter - BCR in administration.

Community Action Norfolk - Signpost magazine.

British Telecom – closing of residential account credit of £75.66 to be returned.

Pensions Regulator – Acknowledging declaration of compliance.

County Court Money Claims Centre – Notification of transfer to Norwich County Court.

Anglian Water – Change of Business Company Details.

Nationwide Bank – drop in interest rates from 0.5% to 0.35%.

10. Oak Tree Close Play Area – meeting feedback. Cllr Huke reported that a response is still being awaited from Borough Council following the meeting. February Agenda. **CLERK**

11. Land at Hemsby Road – Daisy Close. The Clerk confirmed that this land had never been registered to the Parish Council. Englands Solicitors had been instructed on behalf of the Parish Council at the time, and were now looking into this. February Meeting. **CLERK**

12. Neighbourhood Plan Scheme – suggested letter to DCLG/Brandon Lewis. Cllr Huxtable January Meeting. **CLERK**

13. Playingfield.

13.1 Charity/Parish Council status. PROPOSED Cllr Huxtable, seconded Cllr Hooper that a Solicitor be instructed to give definitive answer over whether Parish Council is Custodian Trustee. AGREED. **CLERK**

13.2 Dog Control Orders. Letter from GYBC stating that the Committee had turned down the request. The Clerk was asked to write to GYBCo. Stating that Council would like an explanation as to why this was refused. **CLERK**

14. Trees

Community Centre - Hawthorne. The stump grinding is not necessary, the tree has been felled and taken.

Village Green Replacement Trees. Three trees have been ordered and received.

15. Administration.

15.1 Current Councillor vacancy. No election has been called. The vacancy has been advertised with a closing date of 11th January 2017. Co-option will take place at the January meeting.

15.2 To review Committees, Delegates and Representatives. Cllr Gates to join Allotments. Next meeting. **CLERK**

15.3 Personnel meeting scheduled for 4th January 2017. Noted

16. Items for Meeting 18th January 2017.

None.

The meeting closed at 9.03pm

28/1/17

Signed:

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EXPENDITURE December 14th 2016			
	NET	VAT	TOTAL
*Andrew Tuddenham	£3,002.35	£600.47	£3,602.82
*First Class Fire	£85.75	£17.15	£102.90
*Konica Minolta	£101.22	£20.24	£121.46
*British Telecom - internet	£79.18	£15.83	£95.01
Norse	£39.00	£7.80	£46.80
V Chapman (Barrister fees)	£1,200.00	£400.00	£1,600.00
Vantech media - redirect domain name	£30.00		£30.00
Pauline James - internal audit	£126.00		£126.00
Rodney Scott - november + Oct	£317.67		£317.67
Anglian Water - Community Centre	£82.17		£82.17
Anglian Water - Back Lane	£11.04		£11.04
Anglian Water - Cess Road	£45.47		£45.47
British Telecom - line	£156.54	£31.30	£187.84
Salaries	£2407.15		£2407.15
Viking Direct	£72.28	£14.46	£86.74
EKS Living Clean	£99.44	£19.89	£119.33
S Hunt expenses	£88.53	£6.00	£94.53
* already paid			£9,076.93
Additional: Barcham Trees	£285.00	£57.00	£342.00

Income - November			
Gym			£1,206.75
interest			£18.50
			£1,225.25

S Hunt - Expenses 16th December 2016

Post office	£4.05		£4.05
Trophy Store	£54.48		£54.48
High Speed Training (ladder training - caretaker)	£30.00	£6.00	£36.00
	£88.53	£6.00	£94.53