



MINUTES OF MARTHAM PARISH COUNCIL MEETING

Wednesday 15th March 2017 at 7.30pm

Parish councillors present: Cllr Bradford, Gates, Henning, Hooper (Chair), Huke, Hurkett, Smith, Starkings, Sutton, Watson.

Clerk: Mrs S Hunt

GYBCo. Cllr B Coleman, and 8 members of the public were present.

Prior to the meeting the Chair presented Julie and Steven Beales and Liz Carpenter with the Winners Certificate in the Community Contribution Category of the Greater Yarmouth Tourism and Business Awards for their work on the Scarecrow Festival.

1. ATTENDANCE

Apologies were received and accepted from Cllr Huxtable - illness.

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

Dispensations are in place re; Allotments due to existing tenancies (Item 15) for Cllrs Starkings and Watson.

A Personal Interest was declared re; Recreation Ground/Community Centre (Items 6 and 11.3) for Cllrs Bradford, Starkings and Watson who are Trustees of the Martham Coronation Recreation Ground Trust.

3. MINUTES OF PREVIOUS MEETING

The minutes of the Parish Council meeting held on 15th February 2017 were PROPOSED Cllr Watson, seconded Cllr Sutton and signed by the Chair as a true and correct record.

4. PUBLIC FORUM

4.1 P C May provided an emailed police report. There had been 30 recent calls to the Martham Area, the majority of those concerning domestic incidents, antisocial behaviour/nuisance. Current policing priorities are Rural Vehicle Speeding and Youth Antisocial Behaviour. The next Safer Neighbourhood Priority Action Priority meeting is being held on 6th June 2017 at The All Saints Hall, off Beach Road, Scratby, NR29 3AJ. This meeting is open to members of the public.

District Cllr Mary Coleman sent apologies.

4.2 A Parishioner reported from the SNAP Meeting – Parishioners were asked to report all crimes on 101 to ensure that resources are available where needed, particularly with regard to anti-social behaviour. There have been recent engine thefts from boats on nearby Staithes.

5. MATTERS ARISING – TO RECEIVE UPDATES

5.1 Registration of Land at Hemsby Road. Clerk has not heard as yet from England Solicitors. Next meeting. **CLERK**

5.2 Oak Tree Close Play Area. Cllr Huke has had a response regarding S106 money and the provision of play areas within the Parish – to be discussed under planning.

5.3 Pond signage. Cllr Hurkett confirmed this was now up.

Initialled:

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- 5.4 Pond retaining wall. Cllr Starkings confirmed this work had now been completed.
- 5.5 Santander Signatories. Clerk has had no response from Santander. Letter to be sent. **CLERK**
- 5.6 Lloyds Account opening. Cllr Starkings confirmed this had now been completed and the account should be available within the next two weeks.
- 5.7 Christmas Tree. To confirm that the Scarecrow Festival will be funding the Christmas Tree for 2017. Noted.

6. COMMUNITY CENTRE

- 6.1 An update was received from Cllr Watson Martham Coronation Recreation Ground Trust Parish Council representative. The Trustees had met with a Solicitor, and were in the process of instructing a Surveyor to establish a market rent before approaching the Parish Council with an option over tenancy.
- 6.2 The Solicitor instruction re; easement over Playingfield Lane was discussed. Solicitors and Trustees to be brought up to date, Solicitor to be notified that future discussions are to take place with Trustees. **CLERK**
- 6.3 It was RESOLVED to accept quotation for deep cleaning the Community Centre of £350.00. PROPOSED Cllr Hooper, seconded Cllr Bradford. **AGREED.**
- 6.4 It was RESOLVED that the Council undertake the employment of a Caretaker on a fixed term contract of three months. PROPOSED Cllr Hurkett, Seconded Cllr Hooper. **AGREED.** Cllrs Henning and Sutton against. Personnel meeting to take place on 29th March 2017. **CLERK**
- 6.5 Telephone Box update. It was confirmed that the Trustees are in agreement that this be sited by the Community Centre, and host a defibrillator. **Cllrs HURKETT/STARKINGS** to decide exact location and research base needed.
- 6.6 Cricket Club Scoreboard – It was RESOLVED that this be supplied with electricity from the Community Centre free of charge. This to be wired in alongside the Telephone Box Defibrillator, with the Parish Council providing the cabling from the Ward Budget donation made by Cllr Barry Coleman, and the Cricket Club providing the installation. All wiring to be certified by a qualified electrician. PROPOSED Cllr Bradford, seconded Cllr Huke, **AGREED.** **CLLR BRADFORD** to liaise.
- 6.7 Picnic Table. From previous meeting. To be revisited once tenancy determined. **CLERK**
- 6.8 It was RESOLVED to pay Martham Coronation Recreation Ground Trust £185.08 donation towards the Feb/Mar insurance costs for the Community Centre. PROPOSED Cllr Hurkett, seconded Cllr Smith. **AGREED.**
- 6.9 It was RESOLVED to pay the Read Timber for supplies to improve the access to the top field at a cost of £290.98. PROPOSED Cllr Bradford, seconded Cllr Gates. **AGREED.**
- 6.10 It was RESOLVED to reimburse to Martham Coronation Recreation Ground Trust the sum of £216.00 for skip hire July 2016. PROPOSED Cllr Bradford, seconded Cllr Huke. **AGREED.** Cllr Sutton abstained.
- 6.11 It was RESOLVED to purchase a Line marker to donate to MCRGT at a cost of £223.00. This to be from precept money, not from Concurrent Functions. PROPOSED Cllr Sutton, seconded Cllr Hooper, **AGREED.** **CLERK**
It was **AGREED** to send a letter to GYBCo, pointing out that the Parish Council is Custodian Trustee and that the fields have been removed from the Parish Council asset register. PROPOSED Cllr Sutton, seconded Cllr Hooper and **AGREED.** **CLERK**

7. LAND REGISTRY FIRST TIER TRIBUNAL CASE

- 7.1 Parish Council has been awarded £21,064.53 of their claim which totalled £28,881.16. The Applicant in the case has failed to pay the costs within the time specified, and the Parish Council is now taking enforcement action to recover this amount.

Initialled:

The 'no win no fee' arrangement with NPLaw who represented the Council has now come to an end, however as additional costs are also owed to NPLaw they are currently working on behalf of the Council Free of Charge. This action however may incur costs for the Parish Council as the case progresses. Council will be kept informed.

7.2 It was RESOLVED to pursue enforcement action to recover the money. PROPOSED Cllr Hooper, seconded Cllr Hurkett. **AGREED**

8. CORRESPONDENCE

LGPS – Notification of Contribution Rates (circulated to personnel committee members).

2017/18 – 21.5%

2018/19 – 22.0%

2019/20 – 22.5% Noted.

Norfolk County Council – Invitation to County Farms Tenants Meeting 24th March 9.30 – 1pm. No one to attend.

Norfolk County Council – request for nominations for Norfolk Biodiversity Awards. Noted.

9. PLANNING

9.1 Cllrs Hooper/Huxtable attended the Planning for All conference. Many Parish Council's have adopted a 'pre-planning policy'. Council has always done this historically within the Public section of the Parish Council meeting. Next Meeting. **CLERK**

S106 Money – There is an amendment by Central Government to S106 and CIL money due this autumn. Current Building applications made in Martham have negotiations already taking place.

9.2 Neighbourhood Plan Scheme – suggested letter to DCLG/Brandon Lewis. Cllr Huxtable. Next meeting. **CLERK**

9.3 Council considered initiating a BIMBY plan – Cllr Hooper to draft presentation for next meeting. **CLLR HOOPER**

9.4 To consider applications received from GYBC for comment;

9.4.1 06/17/0110/F – 3 Holly Close – Construction of rear conservatory. No comment to be made.

9.4.2 06/17/0109/F – 19 Willow Way – Sub division of plot and erection of one bedroomed bungalow. It was AGREED to object to this application on the basis that the building to be erected is too close to a public pavement and that it sub divides a plot. **CLERK**

9.4.3 06/17/0093/M – Gibbet Hill Farm (Field Near) – Agricultural determination – construction of a winter storage reservoir for irrigation. No comment to be made.

9.4.4 06/17/0120/CU – 25 White Street – Change of use to vehicle repairs and car sales. No comment to be made.

10. ADMINISTRATIVE MATTERS

10.1 Annual Parish Meeting 10th May 2017. Noted.

10.2 Clerks attended the 2017 Practitioners Conference. Presentation slides are available to Councillors.

10.3 Cllr Hooper attended the Tourism and Business Awards on behalf of the Scarecrow Festival and was presented with the winning certificate in the Community Contribution Category of the Greater Yarmouth Tourism and Business Awards.

10.4 It was RESOLVED to approve the Clerks attendance on SLCC Norfolk Branch training Day and AGM – 21st April 2017 - £10.00. Martham to pay in full. PROPOSED Cllr Hooper seconded Cllr Hurkett. **AGREED**

Initialled:

- 10.5 Council considered binding and depositing older minutes at Archive. Clerk to obtain quotations. **CLERK**
- 10.6 Finance Meeting – 12th April 2017 7.30pm. Noted
- 10.7 It was AGREED not to renew Momentum membership £50.00 or Safer Norfolk £30.00.
- 10.8 It was AGREED not to renew Open Spaces Society membership £45.00.
- 10.9 It was RESOLVED to agree to hiring Christmas Lights for wedding reception at Waxham Barns. Contract to be drafted. **CLERK**
Hire cost to be £75.00. Deposit to be taken. Damage to be paid for. Certified electrician to install at Waxham. Lights to be added to Council Asset register and communicated to Insurance Company. **CLERK**
- 10.10 Great Yarmouth Police Investigation Centre, Great Yarmouth and Control Room, Wymondham open day – Monday 8th May 2017. Noted.
- 10.11 To confirm Keith Debbage instructed re; spring hedgecutting. Noted.

11. FINANCIAL MATTERS

- 11.1 To receive Bank Reconciliation and note current balance on hand of £60,818.82.
- 11.2 It was AGREED to authorise expenditure of £3,089.22 PROPOSED Cllr Watson, seconded Cllr Huke. February receipts of £1,444.09 noted.
- 11.3 To consider quotations to come from 2017/18 Playingfield Grant of £6,500.00;
 - 11.3.1 Litter Picking. It was RESOLVED to award the annual litter picking to Rodney Scott at a cost of £1,274.00. PROPOSED Cllr Watson, seconded Cllr Hurkett
 - 11.3.2 Grass Cutting. It was RESOLVED to award the annual grass cutting to the Cricket Club at a cost of £3,800.00. PROPOSED Cllr Sutton, seconded Cllr Huke
 - 11.3.3 Strimming/Weedkilling. It was RESOLVED to award the annual strimming/weedkilling contract to Rodney Scott at a cost of £860.00. PROPOSED Cllr Watson, seconded Cllr Hurkett
 - 11.3.4 Additional Hedgecutting. It was RESOLVED to award the annual additional hedgecutting to Rodney Scott at a cost of £307.00. PROPOSED Cllr Watson, seconded Cllr Hurkett
It was noted by the meeting that obtaining specifications for the grass cutting had been difficult, and that the specification issued did not include grass lengths.
- 11.4 To note that British Telecom Direct Debit has been accepted. Noted.

12. VILLAGE GREEN

- 12.1 It was RESOLVED to instruct Survey Systems at a cost of £1,465.00. PROPOSED Cllr Bradford, seconded Cllr Hooper **CLERK**
- 12.2 It was RESOLVED to accept the Car Park Border Maintenance Quotation of £85.00 from Rodney Scott. PROPOSED Cllr Starkings, seconded Cllr Huke

13. POLICIES

- To agree;
- 13.1 Social Media Policy. Cllr Smith reported that this work is in hand and will be available for the next meeting. **CLLR SMITH**
 - 13.2 Amendment to Freedom of Information Policy. AGREED as recommended by the Clerk.

14. LITTER PICK

- Saturday 22nd April 10am – midday. Cllr Hooper reported that posters would go up in the next few days. Additional pickers have been ordered. Next Meeting. **CLERK**

15. ALLOTMENTS

- 15.1 To confirm all rental receipts have been received for 2017. There are a small number of plots available. CLERK

16. HIGHWAYS & FOOTPATHS

- 16.1 To receive notification of Highways Re-organisation. Noted
- 16.2 To receive notification of footway resurfacing and surface dressing for 2017/18. Noted
- 16.3 Damgate Lane registration as a Public Right of Way should be completed by the end of April. Cess Road's Public Right of Way is currently on hold as the FP1 diversion has gone to appeal.

17. ITEMS FOR NEXT AGENDA

- Bus Shelters – condition of/cleaning.

The meeting closed at 9.38pm.

Signed:

19th April 2017

EXPENDITURE March 15th 2017	
	TOTAL
S Hunt - expenses	£28.27
Salaries	£2246.17
URM Berryman - recycling glass	£32.40
anglia water - back lane	£11.84
Konica minolta	£157.74
flogas	£184.34
eks litter picking	£119.33
Konica minolta	£90.58
norse eastern limited (refuse collection)	£46.80
Parish Online	£67.20
APT (PAT testing - comm. Centre)	£34.80
Rodney Scott (litter picking)	£61.36
Viking Direct	£8.39
	£3,089.22

Income - February	
interest	£9.89
recycling	£40.00
Community centre	£610.00
Allotments	£240.00
Insurance refund (community centre)	£540.75
Wayleave	£3.45
	£1,444.09

S Hunt - Expenses 15th March 2017	
car parking - court attendance	£4.10
Community Centre supplies	£8.97
Bolts for signage	£3.20
Land Registry - title deeds	£12.00
	£28.27