



MINUTES OF MARTHAM PARISH COUNCIL MEETING

Wednesday 16th August 2017 at 7.30pm

Parish councillors present: Cllr Bradford, Gates, Henning, Huke, Hurkett, Huxtable (part), Starkings (Chair), Sutton, Watson.
Clerk: Mrs S Hunt.

1 member of the public was present.

1. ATTENDANCE

Apologies were accepted from Cllr Hooper - away.
Cllr Huxtable was absent.

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

Dispensations are held by Cllrs Huxtable, Starkings and Watson with regard to allotments.
Cllrs Bradford and Watson are trustees of the Martham Coronation Recreation Ground Trust.
Cllr Bradford is a trustee of the Martham Boat Dyke Trust.

3. MINUTES OF PREVIOUS MEETING

The minutes of the Parish Council meeting held on 19th July 2017 were AGREED as a true and correct record of the meeting and signed by the Chair – PROPOSED Cllr Watson, seconded Cllr Sutton.

4. PUBLIC FORUM

- 4.1 Apologies were received from Borough Cllrs Coleman.
County Councillor Thirtle reported that he had been in discussion with Highways over hedging and would be following these concerns up.
P C May has asked that with any incidence of crime non-emergencies are reported on 101. Forty four calls were made from Martham within July. The next SNAP meeting is on the 13th September 2017 at the Community Centre, Playingfield Lane, Martham and is open to the public to meet with local officers. This meeting will set local policing priorities.

5. MATTERS ARISING FROM PREVIOUS MEETINGS – TO RECEIVE UPDATES

- 5.1 Lloyds Bank – reported to Finance Meeting, minutes available. Cards and card readers needed by Councillors.
Cllr Huxtable joined the meeting.
- 5.2 Commemorative Bench – September meeting.
- 5.3 Daisy Close – still no update received from England & Co Solicitors.
- 5.4 Defibrillator Installation. Cllr Bradford confirmed locating the defibrillator on the outside wall of the scoreboard had been agreed by the Cricket Club. Funding to be pursued. **CLERK**
- 5.5 Caretaker Contract – confirmed this has been extended to 31st January 2018.
- 5.6 Litter in centre of village – response from Planning Department stated that no aspect of planning related to litter. The complaints had been forwarded to environmental services.
- 5.7 Antisocial behaviour within Parish – response from P C May that it is hoped that anti-social behaviour will decline as one suspect has bail conditions restricting them from entering the Parish. .

6. CORRESPONDENCE

Recycling Briefing Note - noted.
Email re; pond maintenance and planning. Noted.

7. PLANNING

- 7.1 To consider applications received from GYBC for comment;
06/17/0459/F – 19 Hall Road, NR29 4PD. Extension to side and rear of semi-detached house.
06/07/0473/F – 60 Hall Road, Sevenoaks. Removal of condition 3 of PP 6/82/32/O in respect of agricultural restriction.
06/17/0439/F – 22 Woodstock Way, NR29 4SY. First Floor side extension.
No comment to be sent on any application.

- 7.2 To receive notification of decisions taken by GYBC;
06/17/0343/F – 41 Low Road, NR29 4RE. Demolish timber bungalow and erect new detached dwelling with cart shed timber garage. REFUSED.
06/17/0281/F – 3 Staithe Road, NR29 4PT. Remove existing conservatory, replace with larger brick built room. GRANTED.
06/17/0331/A – 9 The Green. Retrospective illuminated sign over shop front. GRANTED.
- 7.3 Broads Plan 2017 available to meeting.
- 7.4 Community Land Trust. Cllrs Huke/Huxtable. Next meeting. **CLERK**
- 7.5 S106 Arrangements. Nothing yet received from Great Yarmouth Borough Council. Concerns over traffic increase discussed, already noted.
Letter to be written to main clubs/societies within the village to ask what they would like to see with regard to additional facilities within the Parish and how they would evidence their suggestions. **CLERK**
Traffic Management overview to be considered – initial contact from Clerk to see if anyone will attend a Parish Council meeting to discuss. **CLERK**
Public consultation – newsletter/website/facebook to ask individuals the same question as local groups – with longer explanation re; traffic including the potential increase caused by development of nearby villages.
Next Agenda. **CLERK**
- 7.6 To consider Street Naming suggestions for development at 10 White Street. Enquiry to be forwarded to History Society. **CLERK**

8. COMMUNITY CENTRE

- 8.1 The purchase of a fireproof filing cabinet was PROPOSED Cllr Smith, seconded Cllr Henning and AGREED subject to price being provided to next meeting. **CLERK**
The Clerk was asked to investigate digital storage of documents. **CLERK**
- 8.2 Door locks – Insurance requirements. There are no insurance requirements from the Parish Council insurance. The Clerk has yet to hear from the Martham Coronation Recreation Ground Trust.
- 8.3 Disabled toilet lever tap replacement quotation. Next meeting. **CLLR HURKETT**
- 8.4 It was AGREED to loan seven tables to Martham Sports and Social club 3rd September. **CLERK**

9. FINANCIAL MATTERS

- 9.1 To receive Bank Reconciliation as at 3.8.17 and note current balance. Next meeting. **CLERK**
- 9.2 It was AGREED to authorise expenditure of £5,055.17 PROPOSED Cllr Bradford, seconded Cllr Henning. July receipts to be available to next meeting. **CLERK**
- 9.3 To receive Finance Committee minutes Wed 9th August at 7.30pm. Noted.
- 9.4 It was AGREED to accept the recommendations PROPOSED Cllr Watson, seconded Cllr Hurkett;
- That the Gym be charged at a rate of £50.00 a week for two days use.
 - That the Martham Coronation Recreation Ground Trust, Village Hall and Parochial Church Council be invited to apply for a grant for 2018/19.
 - That the Martham Boat Dyke Trust be given free use of the community centre for meetings (currently £60.00/year for 12 meetings).
- 9.5 The completed external audit was received comments noted.

10. FOOTPATHS & HIGHWAYS

- 10.1 The meeting received notification of the addition to the Definitive Map of a public right of way down Damgate Lane. Final approval now in hand with Norfolk County Council.
- 10.2 Notification of highways ranger visit due – issues given to Clerk for inclusion in the inspection. **CLERK**
- 10.3 The meeting discussed an email re: Parking on Somerton Road. See item 7.5 where Traffic Management within the village was discussed. Ranger to be asked to consider parking during their visit.

11. TELEPHONE BOX

- 11.1 Cost of reglazing was reported to be £525.00 for polycarbonate and £700 for glass. No action at present.
- 11.2 Telephone Box on Village Green. Clerk reported that this is due to be removed within the next 12 months.
- 11.3 Location of reinstatement of red box. No action at present.

12. SOMERTON ROAD BUS STOP

- 12.1 Bus route No. 1 uses the stop. A driver who worked on that route for many years has confirmed that the stop has very limited use.
- 12.2 Removal. Clerk is working on locating a contractor. Next meeting. **CLERK**

13. PARISH PARTNERSHIP 50/50 FUNDING

No application to be made.

14. THE GREEN

14.1 Watering of Flower Boxes. Next meeting. Cllr Hooper

CLERK

14.2 Martham Village Sign. No action at present.

14.3 Encroachment on Black Street Green. No action at present.

14.4 Relocation of concrete planters. No action at present.

15. RECYCLING – TEXTILES.

Next meeting.

CLERK

16. ADMINISTRATION

16.1 Personnel meeting 13th September 2017. Noted.

17. SMEES

17.1 Survey of Common Road Smee. Cllr Smith reminded the meeting that following a meeting of the local History Group a survey could be undertaken on the Smees, and funding was available for management projects such as pollarding and surveys – this will be funded by the Norfolk Wildlife Trust. Council AGREED that this could take place. Volunteers are needed to be involved. Cllr Smith to contact History Group and Peter Dawson to request any information they hold. Clerk to supply information Council holds.

CLLR SMITH/CLERK

18. ITEMS FOR NEXT AGENDA

Next meeting Wednesday 20th September 2017

Black Poplar on Village Green – Cllr Huxtable.

Traffic Management – invitation to be issued to Highways.

Signed:

20th September 2017

EXPENSES 16th August 2017			
	NET	VAT	TOTAL
Mazars external audit	£300.00	£60.00	£360.00
EKS Living clean - litter picking	£101.84	£20.37	£122.21
Norse - bin at community centre	£40.90	£8.18	£49.08
G & S Stores Limited - Hardware	£13.72	£2.74	£16.46
Came and Company	£777.97		£777.97
Realise Futures - bollards	£835.00	£167.00	£1,002.00
S Hunt - expenses	£19.40	£0.67	£20.07
Salaries - August	£2,590.56		£2,590.56
URM - Glass Recycling	£27.45	£5.49	£32.94
Viking Direct	£69.90	£13.98	£83.88
	£4,776.74	278.43	5055.17

S Hunt - Expenses 16th August 2017			
community centre supplies	£7.03		£7.03
community centre supplies	£3.33	£0.67	£4.00
postage	£3.04		£3.04
address book	£6.00		£6.00
			£20.07