



# **MINUTES OF MARTHAM PARISH COUNCIL MEETING**

**Wednesday 18<sup>th</sup> October 2017 at 7.30pm**

Parish councillors present: Cllr Bradford, Gates, Henning, Hooper (chair - part), Huke, Hurkett, Huxtable, Smith, Starkings (chair – part), Sutton, Watson.

Clerk: Mrs S Hunt.

5 members of the public were present.

## **1. ATTENDANCE**

All present.

## **2. DECLARATIONS OF INTEREST AND DISPENSATIONS**

Cllrs Huxtable, Starkings Watson hold allotment tenancies and have dispensations in place.

Cllr Watson declared an interest in item 7.2 and took no part in the discussion.

Cllr Bradford is a Trustee of the Martham Boat Dyke.

## **3. MINUTES OF PREVIOUS MEETING**

The minutes of the Parish Council meeting held on 20<sup>th</sup> September 2017 were PROPOSED as a true and correct record  
Cllr Sutton, seconded Cllr Watson and signed by the Chair.

## **4. PUBLIC FORUM**

4.1 A presentation on Community Speedwatch was made by Hannah Gardiner/Inspector Hewitt outlining the benefit to the village of a team of volunteers. There are already 4 volunteers, however 6 are needed to initiate the training. Interested parties to contact Hannah.

4.2 Apologies were received from Haydn Thirtle. Police report was read out – twenty five calls during the last month, ten crimes recorded.

## **5. MATTERS ARISING FROM PREVIOUS MEETINGS – TO RECEIVE UPDATES**

5.1 Daisy Close. Response from England & Co Solicitors. Noted. December Agenda.

5.2 Possible purchase of Allotment Site. A meeting has taken place with Norfolk County Farms representative – awaiting formal response from NCC.

5.3 Defibrillator Funding – Next Meeting.

## **6. CORRESPONDENCE**

Pensions Regulator – increases to minimum employer payments for 2018 and 2019. Noted

Norfolk County Farms – Tenants Meeting changed to 16<sup>th</sup> November registration 16.30, meeting 17.30. Noted.

Broads Authority – notification that Local Plan consultation delayed until November. Noted.

## **7. PLANNING**

7.1 To consider applications received from GYBC for comment;

06/17/0592/CU - 1a Fairfields Business Workshop, Hemsby Road, Martham, NR29 4QG. Change of use of building to dog grooming salon. No comment to be sent.

06/17/0602/F – 55 Staithe Road, Martham, NR29 4PY. Construction of a small timber outbuilding to house therapeutic spa. No comment to be sent.

06/17/0611/F – 27 The Green, Brooklyn House, Martham, NR29 4PL. Fitting of an air source Heat Pump – diesel fuel tank and a diesel fired boiler all located externally. No comment to be sent.

06/17/0582/LB – 27 The Green, Brooklyn House, Martham, NR29 4PL. Fitting of an Air Source Heat Pump – diesel fuel tank and a diesel fired boiler, all located externally. No comment to be sent.

7.2 To consider applications received from Broads Authority for comment;

BA/2017/0354/FUL – Land South of Pumping Station, Cess Road, Martham, NR29 4RG. Change of use to campsite with 6 shepherds huts and 10 camping pitches. Comment to be sent stating that it should be a seasonal facility, suggested Easter to end October, not 12 months a year. That the accommodation be for short periods of occupancy only, to guard against residential use.

- 7.4 Highways – Scheme for Motor Vehicles on Back Lane in conjunction with the Mushroom Farm development. Back Lane is not now being closed at the White Street End, but Old School Lane is to be bollarded. Feedback to be sent objecting to bollarding, correcting name of road to Old School Lane and repeating that the junction at Hemsby Road/Back Lane is considered dangerous.
- 7.6 Invitation to GYBC Planning Presentation – 6<sup>th</sup> November 7pm, P Hooper, B Huxtable and M Huke to attend.

#### **8. BUS STOP REMOVAL**

Quotations were considered from Great Yarmouth Borough Services and A Howell – it was AGREED to instruct A Howell to undertake the work, subject to receipt of a formal quotation – for the sum of £430.00.

#### **9. FINANCIAL MATTERS**

- 9.1 Bank Reconciliation as at 3.10.17 next meeting.
- 9.2 It was AGREED to authorise expenditure value £9027.67 PROPOSED Cllr Gates, seconded Cllr Huke. September receipts £413.21 noted.
- 9.3 Maintenance Schedule/Asset Register. Referred to Finance Meeting.
- 9.4 To note finance meeting November 22<sup>nd</sup> 2017 - 7.30pm. Noted
- 9.5 Lloyds Account – cheque book and paying in book now on hand.
- 9.6 To consider alternative Recycling Provider. Referred to Finance.
- 9.7 Outstanding Award of Court Costs – still no response from Court. Next meeting. Clerk

#### **10. THE GREEN**

- 10.1 Back Lane Pond. Cllr Hukes report was considered. It was AGREED that the use of existing resources be investigated to ensure pond level is increased and maintained. This would be to divert water from the existing storm drain scheme to discharge into the pond. It was reported that this would be a cost free source of water which comes indirectly from White Street which has underground spring water. It was AGREED that quotations be obtained from Companies on whether or not this would be possible. Next Meeting CLLR HUKU
- 10.2 A request to use the Green for a Dog Fun Day on 11<sup>th</sup> August 2018 was AGREED.
- 10.3 Pond retaining wall. Cllr Hurkett reported that this wall is definitely moving – Highways ranger to be notified.

#### **11. ADMINISTRATION**

- 11.1 It was AGREED to delegate to the Personnel committee all decision making over appointment of new Clerk/Responsible Financial Officer.
- 11.2 Personnel meeting Friday 20<sup>th</sup> October 6.00pm. Noted
- 11.3 Allotment Committee meeting Friday 2<sup>nd</sup> November 2017 at 2pm. Noted
- 11.4 Digital Storage of Documents – Clerk awaiting Filing Cabinet to ascertain what would need storing electronically.
- 11.5 To consider amended Complaints Procedure. Suggested wording to be amended, next meeting.

#### **12. TELEPHONE BOX.**

It was PROPOSED Cllr Sutton and seconded Cllr Bradford that the telephone box be sold. AGREED. This to mitigate the financial losses of the Council and take into account that whilst previous decisions were taken with good intentions circumstances have changed.

Cllr Hooper left the room.  
Cllr Starkings took the Chair.

#### **13. SIGNAGE IN VILLAGE.**

Next meeting.

Cllr Hooper re-joined the meeting and took the chair.

#### **14. ITEMS FOR NEXT AGENDA**

Next meeting Wednesday 15<sup>th</sup> November 2017  
Highways – zebra crossing – Cllr Hurkett.

**The meeting closed at 9.20pm.**

| EXPENSES 18th October 2017               |                  |
|--|------------------|
|  | TOTAL            |
| Konica Minolta                           | £147.10          |
| Anglian Water - Allotments               | £233.09          |
| URM Uk Ltd - glass recycling             | £23.40           |
| Norse Eastern Ltd - bin emptying         | £50.88           |
| EKS Living Clean                         | £122.21          |
| Rodney Scott - Playingfield              | £402.20          |
| Anglian Water - Community Centre         | £42.32           |
| Colin Starkings - expenses refund        | £122.84          |
| Viking Direct - supplies comm centre     | £46.76           |
| eon - community centre                   | £193.11          |
| Norfolk alc - advertising clerk position | £30.00           |
| Martham Cricket Club                     | £1,900.00        |
| The Safe Shop - fireproof cabinet        | £1,082.40        |
| David Ogilvie Engineering                | £913.80          |
| James Chapman Farms - permissive paths   | £400.00          |
| Salaries                                 | £2,590.56        |
| S Hunt - refund television licence       | £147.00          |
| Norfolk County Council                   | £580.00          |
|  | <b>£9,027.67</b> |

| Income - September                 |                |
|------------------------------------|----------------|
| Lloyds refund                      | £10.91         |
| Interest - Nationwide              | £17.30         |
| Norfolk County Council - recycling | £50.00         |
| Community Centre Hire              | £335.00        |
|                                    | <b>£413.21</b> |

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