

MINUTES OF MARTHAM PARISH COUNCIL MEETING
WEDNESDAY 17th FEBRUARY 2016
AT THE COMMUNITY CENTRE, PLAYINGFIELD LANE, MARTHAM at 7.30PM

Present: Cllrs Bradford, Gates, Hooper (chair), Hurkett, Huxtable, Manifold, Smith, Starkings, Watson, Wright.

Clerk: Sarah Hunt

17 members of the public were also present

1. Apologies for absence.
Apologies were accepted from Cllr Johnson who was working.
2. Declarations of personal interest and dispensations.
Allotments: Cllrs Huxtable, Starkings, Watson and Wright reminded the Council of their tenancies.
Cllrs Bradford and Gates reminded the Council that they were Trustees of the Playingfield.
Hemsby Road Outline Planning Application: Cllr Smith declared an interest and refrained from commenting or voting on the matter.
3. The minutes of the Parish Council meeting held on 20th January 2016 were PROPOSED Cllr Starkings, seconded Cllr Hooper and signed by the Chair as a true and correct record.
4. Public Forum.
P C Cook sent apologies, but informed the meeting there were no issues to trouble Council with. He had confirmed to the Clerk that complaints with regard to off-road motorcycles within the Parish had been addressed. The next SNAP meeting to set local policing priorities is scheduled for the 21st March 2016 at the Sports and Social Club.
Cllr Mary Coleman sent apologies.
Cllr Barry Coleman was informed that the work to install a defibrillator remained ongoing with the Parish Council seeking alternative funding sources.
The Council was addressed with regard to the Planning Application 06/15/0780/O for three dwellings to the rear of Selwyn House, The Green. Concerns were voiced with regard to access to the site which is shown to be from Alder Avenue which is a private road. The loss of wildlife habitat, and the removal of an asbestos barn were also brought up. The same properties have been informed by Great Yarmouth Borough Council that they cannot undertake work on the hedging at the rear of the properties.
Cllr Barry Coleman offered to investigate the issues and report directly back to residents. The Council made Cllr Barry Coleman aware that on some applications, and in this instance the Hemsby Road application, there were as little as ten days from the date of receipt of the application for comment, and the deadline for comments. This gives Council very little time to publicise the plan availability, consult members of the parish, meet and issue feedback to Great Yarmouth Planning.
5. Matters Arising.
 - 5.1 Bank Mandate. This has now been actioned and the new signatories are in place. Bank signatories are now Councillors Bradford, Gates, Hurkett, Huxtable, Starkings and Watson.

- 5.2 Benches on Village Green. The Clerk has issued an invitation to quote, and is awaiting a response. **CLERK**
- 5.3 Land Registry Tribunal Dates. The Court dates issued had been cancelled. The Parish Council is awaiting more dates, but is looking at the possibility of moving to a Court slightly further afield to expedite the case.
6. Cess Road Smee.
A letter has been received by the Parish Council with regard to the provision of an enclosed dog exercise area that has suggested the Smee may be suitable. It was PROPOSED Cllr Manifold and seconded Cllr Watson that Cllr Manifold would initiate contact and meet with the author to explore exactly what was needed. **CLLR MANIFOLD**
7. Election Dates.
The Clerk reported that 2016 is an election year for the Parish Council. The existing Council will dissolve, and an election will occur on 5th May.
Nomination forms are available online on the Electoral Commission website along with a timetable. They will also be available from the Clerk from the beginning of March.
Nominees must be nominated and seconded, and will need reference numbers from the electoral register for these individuals – the Clerk can provide numbers.
The forms must be hand delivered to Great Yarmouth Borough Council between the end of March, the date is not yet decided, and 4pm on the 7th April.
If there are eleven or less nominees then they will automatically be elected, and any remaining spaces will be filled by co-option.
If there are eleven or more nominees then a poll will be held.
The Clerk can assist any member of the Parish who wishes to put themselves forward.
8. Litter Pick.
It was PROPOSED Cllr Hooper, seconded Cllr Smith and AGREED that the date for 2016 be 23rd April. **CLLR HOOPER**
9. Grants.
- 9.1 Churchyard. Five quotations had been obtained on a specification agreed with the Parochial Church Council. It was PROPOSED Cllr Manifold and seconded Cllr Huxtable that the work to awarded to Great Yarmouth Borough Services at a cost of £2,960.00. **CLERK**
It was PROPOSED Cllr Manifold and seconded Cllr Huxtable that the remainder of the £3,300.00 grant be used for rubbish collection. **CLERK**
- 9.2 Playingfield. The Contractor Andrew Tuddenham has one more year to run on a three year contract at a cost of £3,002.35. It was PROPOSED Cllr Hooper and seconded Cllr Starkings that this be accepted by the Council. AGREED. **CLERK**
The remainder of the £6,500.00 grant to be available for works on the open space of the playingfields. The Clerk is still trying to ascertain specifications for ancillary works including litter picking and strimming to enable quotations to be obtained. **CLERK**
10. Planning.
- 10.1 Decisions reached by Great Yarmouth Borough Council;
06/15/0711/F – 37 Cess Road – Retrospective application for removal of hedge and erection of 1.8m high fence. GRANTED.
06/15/0767/F – 5 Rochford Road – Extensions to front and rear – GRANTED.

06/15/0643/F – Bowls Club – Renewal of PP’s 06/10/0592/F and 06/12/0643/F – GRANTED.

06/15/0777/F – Hemsby Road – New dwelling with cart style garage – REFUSED.

Planning Applications received by the Parish Council for comment;

06/15/0780/O – R/o Selwyn House, The Green – 3 No detached dwelling with garages. It was AGREED to respond that Council would prefer to see single storey dwellings, or at the most 1.5 storey. That the hedge and trees were to be preserved, both on side and on the boundaries. That there need to be conditions imposed upon the demolition of the barn with safeguards. PROPOSED Cllr Hooper, seconded Cllr Starkings.

06/16/0012/F – r/o 33 Staithe Road – New Chalet Bungalow. No comment to be sent.

06/14/0817/O – Land north of Hemsby Road – Revised drawings. Objections to be repeated as before, with the removal of the concerns about the lack of employment land.

- 10.2 The meeting was notified of the publication of the adopted Local Plan Core Strategy. Cllr Hooper was thanked for his work on providing a synopsis for the Parish Council website.

11. Finance.

- 11.1 The list of invoices circulated value £3,301.86 plus a replacement cheque payment to P James value £121.50 were considered by the meeting. PROPOSED Cllr Gates, seconded Cllr Starkings and AGREED.

Income for January 2016 of £2,360.50 was noted.

- 11.2 Back reconciliations and statements were agreed and signed by the chairman.

12. Correspondence.

Several communications were available to the meeting with regard to the possible development of MA28 at the rear of Rising Way. The response from the Parish Office was reviewed and any future correspondence to receive a similar communication. **CLERK** 050/2015 – Dilshad Turton – Coastal PPG Membership. Cllr Paul Hooper volunteered to join Cllr Paddy Manifold in attending meetings and representing the Council. AGREED.

13. Registration of a Public Footpath on Cess Road from Mustard Hyrn to Footpath 1 on the riverbank. This is ongoing. Next meeting. **CLERK.**

14. Communications Report.

Cllr Smith reported to the meeting that Facebook ‘likes’ were steadily increasing, up to 331. That 1,700 people had seen posts the week of the meeting. That 721 people had liked clicked through or shared posts. The website from mid-February to the end of December had almost 20,000 hits averaging 60 – 65 a day.

Whilst the Council continued to build instant communications and accessibility by internet sources, other communication continued to be ongoing. Meeting dates for the Council feature on the noticeboards, in the Mercury, and are now in the NR29 guide which is delivered to every house in Martham. Cllr Smith was thanked by the meeting for her continued work on ensuring the Parish was kept informed.

15. Administration.

- 15.1 The Policy ‘Handling of DBS Certificate Information’ was PROPOSED Cllr Gates, seconded Cllr Wright and AGREED as submitted.

- 15.2 The 'Disclosure and Barring Information Agreement for Service' was PROPOSED Cllr Hooper and seconded Cllr Gates for signature. AGREED.
- 15.3 'The Recruitment of Ex-Offenders' was PROPOSED Cllr Manifold, seconded Cllr Smith and AGREED as submitted.
- 15.4 Council AGREED the use of the Green for Cake Stalls, Summer 2016 – Clerk to remind all Green Users of the No Parking Policy.
- 15.5 Council AGREED the use of the Green for Praise on the Green, Summer 2016.
- 15.6 Council AGREED to use of the Green for Gray's Funfair arriving 25th April, departing 3rd May.

Items for next agenda:

Welcome Pack. Cllr Hooper
Tractors on Housing Estate. Cllr Manifold
Neighbourhood Plan. Cllr Huxtable.

The meeting closed at 8.37

Signed:

Dated: 16th March 2015

EXPENSES 17th February 2016			
	NET	VAT	TOTAL
EON - Paid January	£ 229.41	£ 11.47	£ 240.88
Salaries	£ 2441.77		£ 2441.77
Colin Starkings - Alpine Timber expenses	£ 18.75	£ 3.75	£ 22.50
EKS Living Clean - Litter Picking	£ 92.80	£ 18.56	£ 111.36
SLCC Enterprises - Training	£ 249.00	£ 24.20	£ 273.20
Norse Eastern - Bin Provision	£ 36.00	£ 7.20	£ 43.20
Berryman - Recycling	£ 30.30	£ 6.06	£ 36.36
Getmapping - parishonline mapping service	£ 56.00	£ 11.20	£ 67.20
G & S Stores	£ 2.49	£ 0.50	£ 2.99
Sarah Hunt - expenses detailed below	£ 54.54	£ 7.86	£ 62.40
P James (replace 22803)	£121.50		£121.50
	£ 3,211.06	£ 90.80	£ 3,301.86

INCOME FIGURES FOR JANUARY 2016

Room hire	£120.00
gym	£437.50
footpath maps	£5.50
Allotment Rent	£1,722.50
youth club	£75.00
	£2,360.50

S Hunt - Expenses 17th February 2016

Land registry	£ 9.00	£ -	£ 9.00
computer discs	£ 8.33	£ 1.67	£ 10.00
Youth Club tuck shop - Tesco	£ 25.83	£ 5.17	£ 31.00
postage	£ 6.45	£ -	£ 6.45
drawing pins	£ 0.80	£ 0.20	£ 1.00
Cleaning materials - Community Centre	£ 4.13	£ 0.82	£ 4.95
	£ 54.54	£ 7.86	£ 62.40

Initialled: