

**MINUTES OF MARTHAM PARISH COUNCIL MEETING
WEDNESDAY 16th July 2014
AT THE COMMUNITY CENTRE, PLAYINGFIELD LANE, MARTHAM
AT 7.30 PM**

Present: Cllrs Bradford, Gates, Hooper, Huxtable, Johnson, Manifold, Murrant (Chair), Starkings, Wright. Clerk: Sarah Hunt

One Parishioner, Cllrs B and M Coleman and P C Cook were also present.

The meeting was adjourned at 7.32pm

PUBLIC FORUM

- There were no questions from parishioners.
- P C Cook reported that there was no news on the graffiti in the bus shelter.
- Councillor Mary Coleman reported that the graffiti was now gone from the playground.
- Councillor Barry Coleman said that there was a transformation board in place to fill the £4 million shortfall in income/funding for 2016/17. A new Executive Officer has been recruited. All businesses in the Borough area are to have a 1.25% addition to business rates – this will now become law. The ward budget for Councillors has been reinstated.

The meeting was reconvened at 7.46pm

COUNCIL

1. Apologies.

Terry Watson – bowling

2. Declarations of Interest.

Councillors: Huxtable, Starkings, Watson, Wright – Allotment holders.

3. Previous Minutes.

Minutes of Council meeting held 25th June 2014 were signed as a true and correct record.

4. Matters Arising.

- 4.1 Resilience Plan. Cllr Manifold reported that this was now completed – he will pass to Clerk for typing up.
- 4.2 Electricity Supply on Green. Cllr Johnson reported that this has now been inspected and may be slightly more complicated than anticipated. Two quotations being sought.

5. Planning.

- 06/14/0309/F – 74 Repps Road – Single Storey Front Porch – Granted.
- 06/14/0333/F – Rectory House, Repps Road – Alternations-raise roof levels of detached garage and gym to change use to detached dwelling – Refused.
- 06/14/0349/F – 2 & 4 Damgate Back Lane – proposed dwelling – Refused.
- 06/14/0279/F – 30 Back Lane – proposed rear conservatory – Granted.
- 06/14/0377/LB – Martham Hall – Demolition of existing side extension and construction of new side extension.

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Initialled

6. Finance.

- 6.1 Monthly list of invoices for payment attached totaling £5681.10 plus a payment to the Parish Newsletter of £144 for the Chairmans report AGREED. Income of £1,434.30 noted.
- 6.2 The bank reconciliation and bank statements were produced and signed by the Chairman as balancing.
- 6.3 Clerks expenses – The clerk has written to Santander to seek a solution to this .
- 6.4 Concurrent Functions. A meeting was held between the finance committee and Sebastian Duncan of Great Yarmouth Borough Council. The Council is to submit a letter to GYBC detailing the spend on all Concurrent Function costs.

7. Correspondence.

- 032/2014 – Ferrell Circus request permission to attend again during 2015 week commencing 25th May. PROPOSED Cllr Gates, seconded Cllr Johnson that permission be given. **CLERK.**
- 035/2014 – Mr D Guymer re: Rat Poisoning Taking place on the allotments. See item 13. Signs being erected from decision taken last meeting.
- 038/2014 – Elizabeth Toll re: Overgrown footpaths. See item 8.
- 039/2014 – Dennis Roberts – request for the Boat Dyke Trust to use the Parish office as a registered address. PROPOSED Cllr Gates, seconded Cllr Hooper, AGREED. Cllrs Manifold and Starkings abstained.

8. Footpaths.

- 8.1 Cutting Schedule. All Councillors now have a full cutting schedule, map of footpaths with numbers, schedule of Norfolk County Council, and map of permissive paths.
Clerk to arrange cutting of permissive path alongside Cess Road. **CLERK.**
All paths brought to the attention of the Clerk have now been reported or acted upon. Response to be sent to Mrs Toll. **CLERK.**
- 8.2 Purchase of Strimmer. Insurance advice has been sought, and Councillors are covered under terms explained by Clerk. Purchase to be referred to next finance meeting. **CLERK.**

9. Summer Conference.

Cllr Murrant reported that this was attended by Cllrs Gates, Huxtable, Murrant and the Clerk. It was a very informative day with a range of presentations and all who attended considered they had gained a lot of information.

10. Streetlife.

Cllr Johnson felt more could be done to engage with the Community. Streetlife is a social media site based on your postcode, it is not interactive, but informative and the Parish Council could use it to publicise activities. There are many platforms available: Down my Street, Facebook, Twitter, My Life, Streetlife. It was PROPOSED Cllr Manifold and seconded Cllr Murrant that the Clerk start posting onto Streetlife as appropriate AGREED, Cllr Hooper abstained. Facebook to be put onto next agenda. **CLERK.**

11. **Assets of Community Value.**

Cllr Hooper reported that the Parish Council had been informed a buyer was now in place who would retain the building as a public house. The Parish Council had withdrawn their request on this basis. A list of other potential assets for consideration will be available at the next meeting. **CLLR HOOPER / CLERK**

12. **Affordable Housing.**

Cllr Hooper reported that Cllrs Hooper, Johnson and Starkings will be meeting during August and will report back in September. **CLLR HOOPER / CLERK.**

13. **Allotments.**

- 13.1 A price has been received for three additional taps at £939.00. To be put before the Finance Committee. **CLERK.**
- 13.2 To receive letter from Brandon Lewis. Response to be sent. **CLERK.**
- 13.3 To consider membership of National Allotment Society - £55.00. PROPOSED Cllr Gates, seconded Cllr Wright that this be taken out. AGREED. **CLERK.**

14. **Carnival.**

Cllr Bradford reported that the event was very successful even though the weather was poor. The world record attempted was 1800 superheroes in one place, held by Los Angeles. Martham managed 352 despite pouring rain. Cllrs Bradford and Johnson are standing for the committee next year – it needs more support. Letter to be sent. **CLERK.**

15. **Trees.**

- 15.1 Tree lights. Are still being explored. **CLLR JOHNSON.**
- 15.2 Daisy Close Trees are constricted on the supports. **CLLR HUXTABLE.** Dead tree will be replaced in due course. **CLLR HUXTABLE.**
- 15.3 Willows on Green – to be looked at again. **CLLR HUXTABLE.**

16. **Small Works.**

- 16.1 Pond – Waitings Lane. The Siltex has been delivered. Pond to be cleared and Siltex added. **CLLR JOHNSON.**
- 16.2 Bench by Co-op – Litter. It was suggested that a competition be run locally to design a poster in order to educate with regard to litter. September meeting. **CLERK.**
- 16.3 Wooden planters. It was PROPOSED Cllr Manifold and seconded Cllr Hooper that these be installed outside the Fire station. The Fire staff will care for them and they will prevent unauthorised parking on the verge. **CLLR JOHNSON.**

17. **Community Centre.**

- 17.1 Chairs and Tables. Grant received £1,125. Order placed.
- 17.2 Electricity Contract Renewal. It was PROPOSED Cllr Gates and seconded Cllr Bradford that this be renewed. **CLERK.**

18. Ownership of Damgate Staithe.

PROPOSED Cllr Manifold and seconded Cllr Huxtable that this ownership be pursued by the Clerk to explore the possibilities at no charge to the Council. AGREED. **CLERK.**

19. Community Led Plan.

PROPOSED Cllr Manifold seconded Cllr Hooper that the Council undertake a Community Led Plan. The current Parish Plan was excellent, but is now out of date. A new Plan would give the Council a mandate for future works.

20. Polices:

- 20.1 To review Standing Orders – PROPOSED Cllr Manifold, seconded Cllr Gates that this be accepted as presented. AGREED.
- 20.2 To adopt a Grant Funding Policy – PROPOSED Cllr Manifold, seconded Cllr Gates that this be accepted as presented. AGREED. .
- 20.3 To adopt Pension Policy – PROPOSED Cllr Manifold, seconded Cllr Gates that this be accepted as presented. AGREED.

21. Information Technology.

- 21.1 Website Development. Cllr Hooper reported a password had now been given and a new website should be available for Councillors to look at in the September meeting. **CLLR HOOPER/CLERK.**
- 21.2 Purchase of new computer. Cllr Hooper gave an estimated cost of £650.00 in total. PROPOSED Cllr Manifold, seconded Cllr Murrant that a budget not exceeding £700 be approved. **AGREED.** Report to be available to Finance Committee of exact cost. **CLLR HOOPER / CLERK.**
- 21.3 Servicing of printer. Cllr Hooper had not been able to get the current printer serviced. A replacement would need to be an inkjet, not laser. To Finance Committee. **CLERK.**

22. Items for next Agenda

Village Signs.

To confirm the date of the next meeting of the full Council will be held on Wednesday 17th September 2014 at 7.30pm.

Signed:

CHAIRMAN

17th September 2014

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Expenses 16th July 2014	TOTAL
Miracle Cleaning Limited includes graffiti removal)	£ 188.40
Ningbo Manufacturing (chairs and tables	£ 1,349.16
Paul Dawson - village pond surround	£ 235.00
Norfolk County Council (training)	£ 45.00
Momentum (training)	£ 105.00
Viking	£ 233.88
E.ON	£ 148.38
Berryman	£ 123.56
Norse Waste Solutions	£ 23.88
G & S Stores	£ 91.32
Secret Gardens - June	£ 779.00
Mr Steven Beales	£ 115.50
Mrs Sarah Hunt	£ 1,221.79
Mr Mark Llewellyn	£ 190.73
Mrs Sarah Hunt - expenses	£ 53.58
Inland Revenue	£ 365.68
Norfolk Pension Fund	£ 391.24
N R C C - membership	£ 20.00
	£ 5,681.10

INCOME -

recycling	£ 301.53
Grant - war memorial	£250.00
scouts	£15.00
woodturners	£60.00
allotments	£10.00
gym	£665.77
ipa users	£10.00
scarecrow festival	£82.00
room hire	£40.00
	£1,434.30

S Hunt - Expenses 25th June 2014

Lidl - loo rolls	£ 3.89
Tooltime UK ltd	£ 17.95
Percygroup	£ 14.12
Toolstation	£ 14.93
Lathams - tuck shop/kitchen supplies	£ 2.69
	£ 53.58

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