

**MINUTES OF MARTHAM PARISH COUNCIL MEETING
WEDNESDAY 15th July 2015
AT THE COMMUNITY CENTRE, PLAYINGFIELD LANE, MARTHAM AT 7.30PM**

Present: Cllrs Bradford, Gates, Hooper, Hurkett, Huxtable, Johnson (chair), Manifold, Smith, Starkings, Wright. Clerk: Sarah Hunt
3 parishioners and Cllr B Coleman were also present.

PUBLIC FORUM

Apologies were extended to the meeting from Cllr Mary Coleman. Cllr Barry Coleman notified the meeting that the South side of Repps Road now had the replacement footpath installed and other areas of that stretch had been cut back. Another area, near the far end of Marlborough Green will be resurfaced shortly.

A Parishioner listed footpaths which she felt needed attention.

The Parish Council was once again asked why individual salaries relating to staff of the Parish Council could not be made public. It was explained to the meeting that data protection, and an employee's right to confidentiality from their employer prevent the Parish Council from so doing. The Parishioner then stated that as he knew the Clerk's basic wage from the minutes and her tax code he could work out her net pay.

COUNCIL

1. To consider apologies for absence.
Cllr Watson – Bowling.
2. Declarations of personal interest and dispensations.
Cllrs Huxtable, Wright and Starkings reminded the meeting of their allotment tenancies and dispensations.
3. The minutes of the Parish Council meeting held 17th June 2015 were agreed as a true and correct record of the meeting, PROPOSED Cllr Smith, seconded Cllr Hooper and signed by the Chairman.
4. To consider any matters arising from the minutes.
 - 4.1 Hi-Viz Jackets. Are now available from the Clerk's Office.
 - 4.2 Small Business Meeting. Is scheduled for the 22nd July 2015 at 7.30pm.
5. Youth Club.
The meeting received a report from the Youth Working, Mark Llewellyn. The older group is not so well attended as the weather is better and the evenings lighter. There are some possible projects regarding the pond by the Fish and Chip shop with the BCTV, and perhaps involving older children. The Youth Worker was asked to bring any proposals back to Council for decision before any projects are undertaken, but the focus must be the Friday night service with the current age groups.
6. Planning.
 - 6.1 Planning applications determined by Great Yarmouth Borough Council;

Initialled:

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Clerk: Mrs S Hunt
Community Centre, Playingfield Lane, Martham, Great Yarmouth, NR29 4SP
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06/15/0275/F – 19 Damgate Lane, Demolition of existing garage and construction of single storey kitchen extension. GRANTED.

06/15/0281/F – 9 Oak Tree Close, Two storey extension to form garage and additional bedroom (revised submission). GRANTED.

06/15/0295/F - 57 Marlborough Green Crescent, Proposed first floor extension. GRANTED.

Applications received for comment;

06/15/0315/F – 5 Hyrn Close, Single and two storey rear extensions. No comment to be sent.

06/15/0352/A – 88 Repps Road, Removal of existing signage and replacement with new. No comment to be sent.

6.2 S106. At the planning meeting the Senior Planning Officer had said that S106 money had never been spent outside the Parish is was relating to. Councillors to give thought to a 'wish list' for submission at the appropriate time. Extension/changing rooms at the Community Centre to be put forwards. Also thought to the provision of more public bins throughout the village.

7. Finance.

7.1 To consider the monthly list of invoices for payment £3,922,81 to note income May 2,378.04 – June 1966.50. Additional invoice received for Recycling £26.30. PROPOSED Cllr Starkings, seconded Cllr Bradford. AGREED.

7.2 PROPOSED to delegate authority to Clerk/Chair/Vice Chair to approve all necessary payments in August Cllr Smith, seconded Cllr Starkings. AGREED.

7.3 To receive the bank reconciliation and approve as agreeing to produced bank statements. June and July reconciliations checked as agreeing and signed by the Chairman.

7.4 To agree direct debit form for Anglian Water. PROPOSED Cllr Gates, seconded Cllr Hooper, AGREED.

7.5 Finance Minutes. NOTED.

7.5.1 Concurrent Functions. The meeting was informed that although the Clerk had not yet been notified officially, conversations indicated that the 12.5% Clerks contribution would be removed from the Concurrent Functions Grant this year. The Churchyard and Bus Shelter monies had been discussed, and it was likely they would still be paid.

7.5.2 Extension to Community Centre. It was PROPOSED Cllr Hooper and seconded Cllr Wright that first registration of the Playingfield and adjacent Trackways be sought. CLERK.

8. Correspondence.

018/2015 – Scarecrow Committee – Request for total raised this year, to include the £250 BID money. Invitations will be sent to local organisations for an application for funding. Parish Council to be invited to be part of the process.

019/2015 – Melanie Blanch, Youth Worker – Event to be run in conjunction with the Circus on the Green involving Young People from the village.

020/2015 – Martham Village Hall – Thank you for the £500 grant.

021/2015 – Norfolk County Council – 50/50 partnership funding available again this year.

Initialled:

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9. Toilets.

Finance Committee recommendation was that in view of the Condition Report recently received from Great Yarmouth Borough Council dated 25th February 2015 the Parish Council did not take over ownership of responsibility for the toilets. It was PROPOSED Cllr Huxtable and seconded Cllr Gates that District Councillors and Brandon Lewis be held to their election promises to keep the toilets open, these promises were made in writing, and the high turnout in Flegg, and the success of the candidates is partly due to that stance. CLERK.
Letter to be sent to Great Yarmouth notifying them of decision. CLERK.

10. Trees.

10.1 Urgent works were undertaken on the Green prior to the Carnival. A condition report was made, and the recommendations taken to the tree officer at Great Yarmouth Borough Council. Great Yarmouth Borough Services were instructed, by the Tree Officer, and all urgent works were completed. There is a list of recommendations to be undertaken later in the year.

11. Village Green.

11.1 British Legion Bench. A recommendation had been made with regard to the siting of the bench, and nearby residents consulted, the feedback was not positive. The Chairman and Vice-Chairman have inspected the existing benches, and the nearby bench at the Fish and Chip Shop needs replacing. Suggestion to be made that this be replaced instead of a new bench added to the Green, PROPOSED Cllr Johnson seconded Cllr Bradford. CLERK.

It was PROPOSED Cllr Huxtable, and seconded Cllr Johnson that should the donated bench be used as a replacement the Council seek to install an additional bench elsewhere at a later date. AGREED.

11.2 Planters on the Green are being watered by the local Fire Service.

12. Communication.

12.1 Communications report was presented by Cllr Smith. The Parish Council continues to grow an online presence, with the home page followed by the minutes being the most visited pages on the website. The highest number of single visits in one day being 243. Facebook grows – some posts getting an audience of over a 1,000 people. All other means of distributing information carry on – with Cllr Smith also manning three pop up stalls at the Scarecrow Festival, the Carnival, and the Flegg School Fair.

12.2 Website. This now has an automatic redirect from the old server, and the cost has reduced.

12.3 Parish Council statement. Alternative options were considered and it was PROPOSED Cllr Manifold, and seconded Cllr Johnson that the current statement be retained. AGREED.

13. Allotments.

As put forward by the Finance Committee it was PROPOSED Cllr Johnson and seconded Cllr Hooper that the allotment rents be increased by 50p/rod from £1.00 to £1.50. AGREED.

Initialled:

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14. Footpaths.

Thanks were extended from the meeting to Cllrs Gates, Manifold and Watson for their work cutting footpaths in the Parish.

There have been no objections to the proposed registration of Damgate Lane as a designated footpath, this is progressing.

15. Smees.

Cess Road Smee is currently very unsightly. It was PROPOSED Cllr Johnson, seconded Cllr Hooper that the Council hire a Rough Cut mower at a cost of £105 for 24 hours and the Smee be cut back. AGREED. CLLR JOHNSON.

16. Telephone Box.

Panes continued to be regularly damaged. It appears by shooting as well as vandalism. All future damage to be reported to the Police. CLERK.

17. Administration.

17.1 Clerks holiday October 26th to November 6th. Noted.

17.2 To note finance meeting moved from Nov 4th to October 14th. Noted.

17.3 Summer Conference report – Cllrs Gates/Smith attended, there was a wealth of material there, stalls of suppliers, and the chance to network with other Councillors. It was a valuable exercise attending.

17.4 Policies – PROPOSED Cllr Gates, seconded Cllr Starkings these remain unchanged as recommended excepting the Freedom of Information Policy which displays the old web address. AGREED. CLERK.

Equal opportunities

Health and Safety

Freedom of Information publication Scheme. Available on website.

Freedom of Information Policy

Training Policy

18. Community Centre.

18.1 Steps. Cllr Gates/Starkings/Watson have obtained the Health and Safety necessary dimensions and costed the project to not exceed £500. It was PROPOSED Cllr Johnson and seconded Cllr Hooper that this be approved. AGREED.

18.2 Boat Dyke Trust Meetings. It was PROPOSED Cllr Huxtable and seconded Cllr Manifold that these meetings be approved to be held in the Community Centre for the sum of £60 annually. Cllr Hooper.

18.3 Table Hire. It was PROPOSED Cllr Manifold, seconded Cllr Huxtable that these be rented Free of Charge to members of the community upon receipt of a £50 deposit, signed agreement, and proof of address. CLERK.

19. Items for next Agenda

None.

The meeting closed at 8.55pm.

The date of the next meeting of the full Council is Wednesday 16th September 2015 at 7.30pm.

Signed:

16th September

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Clerk: Mrs S Hunt

Community Centre, Playingfield Lane, Martham, Great Yarmouth, NR29 4SP

Tel: 01493 749938 mail: clerk@martham.gov.uk

Payments 15th July 2015

Flogas	£121.47
National Allotment Society	£66.00
S J Watts (Legend Tree Care	£300.00
Viking Direct	£36.25
British Telecom	£160.07
Martham Gardening Club	£250.00
Eon	£175.85
Unicorn Restorations	£89.70
Ezy tees	£45.00
Norse	£43.20
S Hunt expenses	£40.00
Miracle Cleaning	£111.36
Berryman	£26.30
Salaries	£2483.91
TOTAL	£3949.11

Expenses S Hunt:

Resolva – Lathams	£13.99
Petrol	£5.90
Drinks – Youth Club	£12.76
Comm Centre Consumables	£7.35
TOTAL	£40.00

Income May 2015

Scarecrow Festival	£1,232.54
Funfair	£250.00
Allotment	£40.00
Hall Hire – Community Centre	£130.00
Gym	£550.50
Youth Club	£175.00
TOTAL	£2,378.04

Income June 2015

Recycling	£362.00
Community Centre	£979.50
Youth Club	£195.00
Bid Funding – Scarecrow Festival	£250.00
Tree Donation	£180.00
TOTAL	£1,966.50

Initialed:

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