



MINUTES OF PARISH COUNCIL MEETING

Wednesday 17 October 2018 at 7.30pm

Parish Councillors present: Cllrs Bradford, Gates, Hooper (Chair), Huke, Huxtable, Jameson, Lawrence, Roberts, Smith, Starkings and Watson.

Clerk: S. Kent.

Three members of the public were also present.

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

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

Cllrs Bradford, Starkings and Watson are Martham Coronation Recreation Ground Trustees.

3. MINUTES OF PREVIOUS MEETING

The minutes of the Parish Council meeting held on 19 September 2018 were agreed with amendments, PROPOSED Cllr Smith seconded Cllr Watson, as a true and correct record of the meeting.

4. PUBLIC FORUM

Apologies were received from County Councillor Haydn Thirtle, Mayor and Borough Councillor Mary Coleman and Borough Councillor Barry Coleman.

A member of the public addressed Council offering help with the 'Back Lane pond'. The high number of ducks living in the village was also discussed. It was AGREED to investigate whether some of them could be rehomed in future.

CLERK

5. UPDATE ON MATTERS ARISING FROM PREVIOUS MEETINGS

Traffic Management Meeting pending a draft application.

CLLR HOOPER

Organisation of the Martham Scarecrow Festival was still in the process of being discussed.

It was AGREED an update would be given to Council when more information was known.

CLERK

The Clerk gave an update on progress of Hearing loop installation quotations – next meeting.

CLERK

The Chairman have an update on the previous request for clarification on Planning timescales.

6. CORRESPONDENCE

Correspondence from a Parishioner was noted. A letter and email relating to replacements for broken benches located in the village were noted. It was AGREED for four benches to be fixed or replaced with a budget of £250.00

Cllrs Starkings/Watson

An invitation to join the 'Norfolk Against Scams Partnership was noted.

An invitation to the 'The Broads Society' was noted.

An invitation to provide an 'Advent Wreath' was noted. It was AGREED to purchase a wreath for 'Remembrance Sunday' on 11 November 2018.

A Church Service Invitation was noted.

An invitation to attend Norfolk County Farms Annual Tenants' Evening was noted.

7. COMMITTEES AND WORKING PARTIES

7.1 Current vacancies on the Council Committees and Working Parties were discussed.

Cllr Roberts AGREED to be the Medical Delegate.

Cllr Jameson AGREED to join the Footpaths working party.

Cllr Lawrence AGREED to join the Finance Committee and Community Centre working party.

It was AGREED to add Defibrillator representatives Cllrs Bradford/Starkings to the list of 'Committees and Working Parties'.

CLERK

62/October 2018

8. PLANNING

- 8.1 There were no applications received from GYBC to consider.
- 8.2 There were no applications were received from Broads Authority for comment.
- 8.3 Notification of Planning decisions:
06/18/0459/O. Sub division to form plot for detached bungalow 7 Hyrn Close NR29 4QY. GRANTED.
06/18/0483/F. Location of temporary sales cabin with three designated parking spaces. Persimmon Homes. GRANTED.

9. FINANCIAL MATTERS

- 9.1 The current Bank Reconciliation and balance was being prepared for the next Finance meeting.
The Finance meeting to be arranged after Internal Auditor visit confirmed in Dec. **CLERK**
- 9.2 Expenditure of £8578.56 was noted receipts were being prepared for Finance meeting.
Cllrs to be sent this once completed. **CLERK**
- 9.3 The Interim External Auditor Report was noted.
- 9.4 Appointment of the internal auditor was AGREED all in favour.

10 THE GREEN

- 10.1 A request to use the Green for a Charity Fund Raising Dog Fun Day on Saturday 3 August 2019 was AGREED. The 'Use of the Village Green' policy to be sent to hirer once agreed by Council. **CLLRS/CLERK**
- 10.2 The location and fitting of the British Legion Bench was discussed it was AGREED to obtain a quote for a concrete slab to be laid and locate the bench two metres from 'Back Lane' Pond as located on map.
CLLRS HOOPER/STARKINGS/BRADFORD
- 10.3 Cllr Huke requested for Council to purchase a new picnic table and for it to be located at the Back Lane pond. It was AGREED to obtain prices for a concrete bench – Next meeting. **CLERK**
- 10.4 It was AGREED for the purchase of three Tit and three Bat Boxes to be placed in the trees surrounding the pond with a maximum budget of £150.00 **CLERK**

11 ADMINISTRATION

- 11.1 It was AGREED for the Clerk to attend NALC Challenging Conversations Training £60.00 all in favour.
- 11.2 'Being an Effective Councillor' training for Parish Councillors was discussed. Attendance to the NALC training full day was AGREED for three new Cllrs at a cost of £60+VAT per place total £180+VAT.
- 11.3 Quotations for Martham Parish Council Insurance were considered. It was AGREED to choose Insurance Provider 'Inspire; at a cost of £859.09 if 'Business Drivers' and 'Hirers Liability' were also included. **CLERK**
- 11.4 Cllrs Bradford and Hooper agreed to attend the Broads Engage workshop on 6 November 2018. Noted.
- 11.5 A representative from 'Heart2Heart' organisation confirmed attendance to the November Council meeting. It was AGREED for Defibrillator Training to be arranged for 28 November 2018. It was AGREED that any recommendations for attendees from local groups should be sent to the Clerk. **CLLRS**

12 HIGHWAYS AND FOOTPATHS.

- 12.1 A request for a replacement bench and re-erection of footpath sign on the Conservation Area on Common Road was AGREED.
- 12.2 The introduction of a Hedgehog Highway was discussed with further work required to produce a policy. Next meeting. **CLERK**

13 COMMUNITY CENTRE

- 13.1 Pool Table – a request to rehome the pool table was made for a price of £50.00. Votes for 11, all AGREED.

14 POLICING

- 14.1 Police October Parish newsletter with updated statistics. Noted.

15 ITEMS FOR NEXT AGENDA

Use of the Village Green Policy
British Legion Bench – price for concrete slab and fitting
Back Lane pond concrete bench prices
Broads Engage workshop – update
Hedgehog Highway Policy

Next meeting Wednesday 21 November 2018

Published 5 November 2018

Stacey Kent

Clerk and Responsible Financial Officer
Martham Parish Council

EXPENDITURE October 2018		TOTAL
Norse Waste Solutions	Refuse collection	£53.28
Rodney Scott	Litter Picking	£197.00
Martham Cricket Club	Grass cutting	£3,800.00
PKF Littlejohn Auditors	External auditor charge	£360.00
EON	Electricity charges	£185.25
Norfolk Pension Fund	Staff pensions	£405.26
United Resource management	Recycling charges	£34.20
Staff Salaries		£1,932.89
HMRC		£690.54
Clerk Expenses	Postage and key cutting	£11.05
Expenses - Training	Travel cost	£50.00
Came and Company	Annual Council Insurance	£859.09
Total		£8,578.56

64/October 2018