



MINUTES OF PARISH COUNCIL MEETING

Held at the Community Centre on:

Wednesday 16 January 2019 at 7.30pm

Councillors present were Cllrs Bradford, Hooper (Chair), Huke, Huxtable, Jameson, Lawrence, Starkings, Smith and Watson.

Three members of the public were in attendance.

Clerk: S. Kent

1. ATTENDANCE

Apologies were accepted by Cllr Gates – other engagement and Cllr Roberts – work commitments.

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

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 December 2018 were agreed PROPOSED Cllr Smith seconded Cllr Watson, and signed by the Chair Paul Hooper as a true and correct record of the meeting.

4. PUBLIC FORUM

4.1 County Councillor Thirtle gave an update on Norfolk County Council (NCC) news and road works costs. District Councillors were not in attendance. Police - statistics newsletter was tabled for information.

A discussion took place regarding the matter of a series of complaints from a Parishioner. Cllr Huke confirmed that he was the Cllr that had spoken to a parishioner regarding the parish notice boards and place for agendas to be placed. The Chair confirmed appropriate action had been taken by the Clerk in clarification of the legal requirement for notifying electors.

5. MATTERS ARISING FROM PREVIOUS MEETINGS – TO RECEIVE UPDATES

5.1 Outstanding Award of Court Costs – Clerk reported on the next stage of proceedings due to take place in February 2019.

5.2 Progress on roadside planting agreement -Clerk reported on progress made.

5.3 Clerk AGREED to obtain a price for installing a Defibrillator to Martham Library. **CLERK**

5.4 Cost involved with dog mess removal – Clerk reported an expected cost of £100.00 per annum for the removal of dog waste from a single bin and required the appointment of unique sanitary removal services to remove dog waste. The Clerk had been informed by Great Yarmouth Borough Council (GYBC) that regular waste bins could be utilised for dog waste with specific dog bins having been removed across the borough to avoid duplication of unnecessary costs.

5.5 Back lane pond bench – Cllrs Bradford/Huke gave an update of the current situation. Plans had been issued to the contractor who was planning to lay the slab once the weather permitted. The need for a further two waste bins and the cost of moving the existing bin was discussed. It was AGREED for the Clerk to obtain costs from GYBC. **CLERK**

5.6 Damgate Staithe – Cllrs Bradford/Hooper gave an update on the Staithe position. The Clerk AGREED to investigate what records were currently held. **CLERK**

6. CORRESPONDENCE

Email/Letter: Great Yarmouth Borough Council – Election Cycle Review. Noted

7. PLANNING

- 7.1 To consider applications received from GYBC for comment:
06/18/0704/F: Renewal of planning application 06/18/0483/F: Location of temporary sales cabins and three parking spaces. No objections made.
- 7.2 To consider any applications received from Broads Authority for comment. None.
- 7.3 To receive any notifications of decision. None.

8. FINANCIAL MATTERS

- 8.1 The Bank Reconciliation and current balance was discussed with the Clerk adding that access had now been given access to the Savings account statements so all reconciliations would be brought up to date for the next meeting.
- 8.2 Expenditure of £4163.78 was AGREED PROPOSED Cllr Huxtable, seconded Cllr Watson. Receipts of £200 were noted.
- 8.3 Safety netting for the Cricket pitch was discussed. It was identified that due to the high level in which the cricket team were playing, there was an increased danger to the surrounding houses and children's play area. The suggestion for a contribution of £2000 was made towards the cost of the nets. The sum was AGREED with any sums under the amount to be returned to council.
- 8.4 It was AGREED to give a budget of £150 towards donations for the Christmas lights and tree.

9. TRAINING

- 9.1 The SLCC training requirement for the Clerk to progress with the Community Governance certificate was agreed Proposed Cllr Bradford, seconded Cllr Huke all in favour.

10. COMMUNITY ENGAGEMENT PLAN

- 10.1 It was AGREED to revise the plan to reflect Council capacity **CLERK/CLLR HUK**

11. THE GREEN

- 11.1 Consideration was given to the introduction of a Biodiversity proposal. It was AGREED that further work is required and to include it into the Community Engagement Plan once updated. **CLERK/CLLR HUK**
- 11.2 Consideration was given to hosting an Enchanted Cinema Experience. Due to the high cost it was AGREED to revisit in the future if appropriate and to pass the details onto the organisers of the Carnival and Scarecrow Festival. **CLERK**
- 11.3 Cllr Lawrence gave an update on the Ducks on the green signage. It was AGREED for the Clerk to contact the local schools to gather interest in project and signage design. **CLERK**

12. HEARING LOOP

- 12.1 To consider which loop is most suitable for Community Centre installation – next meeting.

13. COMMUNITY KITCHEN PROJECT

- 13.1 A request to facilitate a six-week programme of activities which includes walks, healthy eating, befriending, yoga and games was considered. The Clerk reported that the project had been arranged within surrounding villages where parishioners could participate

14. GRAVEYARD TREES

- 14.1 Cllr Huxtable gave an update on the progress of the Tree Preservation Orders – next meeting **CLLR HUXTABLE**

15. HIGHWAYS RANGER VISIT

15.1 The Clerk requested for any work to be reported to the Clerk by the 8 February 2019. **CLLRS**

16. ITEMS FOR NEXT AGENDA

Litter Picking
Demand Crossing
Medical Centre Footpath

Next meeting Wednesday 20 February 2019

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EXPENDITURE January 2019		TOTAL
Anglia Boiler maintenance	Community Centre Service	£327.78
Staff	Salaries	£1,620.89
Rialtas Business Solutions	Software support	£142.80
SLCC Membership	Training	£150.00
R. Scott	Litter picking (Dec)	£122.50
Norse Waste Solutions	Bin rental and collection	£31.14
Norfolk Pension Fund	Staff pensions	£405.26
HMRC	Contributions	£690.54
S.Kent Expenses	Travel	£79.00
BT	Telephone	£81.79
Southern Electric	Electricity	£61.70
Pauline James	Internal audit	£150.00
Broadland Computers	Repair	£175.00
EKS Living Clean	Litter picking	£125.38
Total		£4,163.78

Income December		
Community Centre	Room Hire	£200.00
Total		£200.00

75/January 2019