

# **MINUTES OF PARISH COUNCIL MEETING**

**Wednesday 20 November 2019 at 7.30pm**

## **1. ATTENDANCE**

Cllrs Hooper, Starkings, Watson, Huxtable, Gates, Jameson, Roberts, Smith and Bradford.  
Four members of the public were in attendance. Clerk: S. Kent.

## **2. DECLARATIONS OF INTEREST AND DISPENSATIONS**

Councillors wished to remind Council that dispensations are held by Cllrs Huxtable, Starkings and Watson as allotment plot holders.

Cllrs Bradford, Starkings and Watson are trustees of the Martham Coronation Recreation Ground Trust.

Cllrs Bradford and Hooper are trustees of the Martham Boat Dyke Trust.

## **3. MINUTES OF PREVIOUS MEETING**

Accuracy of the minutes of the Parish Council meeting held on 16 October 2019 with amendment to include 15.2 'the matter further to register as a BOYT' PROPOSED Cllr Bradford, seconded Cllr Smith all in favour.

## **4. PUBLIC FORUM**

4.1 County Councillor updated Council on the NCC 'Early Children's fund and the County Farms 'Care Farm' starting in Mautby.

Great Yarmouth Borough Councillor Andy Grant reported on the following:

- NCC Committee meeting saw a decision to dispose of allotment property Council to be contacted in due course.
- Marina Centre - now closed and undergoing internal work
- Winter Gardens – a proposal had been received
- Town Centre Bid – waiting for a response for funding
- Selective licencing – Martham not included and allocated for 'Nelson Ward' in Great Yarmouth only
- CLT – search continues for small plots of land.

Great Yarmouth Borough Councillor Leslie Mogford gave further detailed information on GYBC.

4.2 Member of the public updated on the lights out close to Marlborough Green. r: 178R needs attention with light numbers to be given to Clerk. **CLERK**

## **5. MATTERS ARISING FROM PREVIOUS MEETINGS – TO RECEIVE CLERK REPORT AND UPDATES**

5.1 Court case. Update given on progress made from Solicitor and Court response.

5.2 Damgate Staithe. An update was given of progress made – January meeting.

## **6. CORRESPONDENCE –**

Email: Letter from Cllr Margaret Dewsbury re Integrated Risk Management Plan. Noted.

Email: Significant changes to local market day bus services. Noted.

Email: Use of Community Centre for Roller-skating - Meeting to be arranged. **Cllrs Bradford and Hooper**

## **7. PLANNING**

7.1 Applications received from GYBC for comment:

**06/19/0606/F**-Formation of new highway junction between Staithe Road and Somerton Road.

**RESPONSE:** It was PROPOSED Cllr Hooper, seconded Cllr Huxtable for Cllr Hooper to represent Martham Parish Council at the GYBC Planning Committee meeting scheduled in January 2020.

7.2 Applications received from Broads Authority for comment - None.

7.3 Notifications of decision received - None.

## **8. ALLOTMENTS - Allotment Committee meeting minutes and recommendations – noted.**

8.1 Add 'Tenancies will be deemed void if payments are not received by March 2020'.

8.2 No increase for plot rental fees for 2020.

It was AGREED for the recommendations to be accepted PROPOSED Cllr Starkings, seconded Cllr Jameson all in favour.

## 9. FINANCIAL MATTERS

- 9.1 Bank balance statements received with current balance of £75,524.46 noted.  
9.2 Expenditure of £4275.03 PROPOSED Cllr Watson, seconded Cllr Jameson. AGREED.

TV Licence £154.50	Norfolk Pension Fund £617.90
HMRC £453.33	R.Scott Litter picking £268.50
Staffing £1947.80	Travel expenses £56.88
Insurance Festival £250.01	SLCC Resources £84.76
SLCC Membership £196.00	EKS Litter picking £165.84
URM Recycling £21.60	NALC Training £168.00
Flower Gallery Wreath £20.00	Norse Eastern Bin Collection £60.72
Flogas £151.54	BT Telephone £70.98
Broadland computers £40.00	

- 9.3 Finance Committee minutes were noted with recommendations to: -
- Applications for Grants to contact the Parish Council directly for Full Council attention. AGREED
  - No increase for the Allotment rents for 2020. AGREED.
  - Budget allocations were reviewed it was recommended to continue with Responsible Financial Officer proposal for 2020/21 -no changes. AGREED.
  - Pay the insurance policy costs for the 'Scarecrow Festival' and the 'Carnival'. AGREED.
  - Go out to tender for contracts for 'Grass cutting' and 'Litter picking' for a period of three years. AGREED.
  - Increase of £2,577.00 on the precept amount of £44,492.00. This should give an estimated 1.29% increase on Band D properties as the number of new houses in the village has increased. AGREED.
  - Appoint Pauline James as Internal Auditor for 2020/21. AGREED.
  - Open a Unity Bank Account to enable electronic payments to be made with signatories as Cllrs Bradford, Gates, Starkings, Watson. AGREED.
  - Make the IT and telephone upgrades required for Council administration, online banking and improved communication. AGREED.

**10. DONATION.** Scarecrow Festival organisers notified council of a donation to be made for the sum of £500.00 for payment of the Village Christmas tree. Noted.

Cllr Starkings AGREED to help the Fire Station with the lights on the Green.

**CLLR STARKINGS**

### 11. ADMINISRATIVE MATTERS

Discussion regarding the planned Macmillan Coffee Morning 7 December 10-12pm and allocation of roles took place. Cllrs were reminded that people can either bake or bring cakes and savouries to the event and encouraged to promote for the benefit of the charity.

**CLLRS**

**12. BUS SERVICES** – Cllr Bradford led a discussion. It was PROPOSED, Cllr Hooper seconded Cllr Bradford to write to the Public Transport Officer at Norfolk County Council about bus services from the village to Acle. It was AGREED to contact previous Cllrs who has undertaken previous action for work.

**CLERK**

**13. POLICE MATTERS** – Cllr Jameson gave an update on the SNAP meeting.

**14. VILLAGE HALL REPRESENTATIVE** – Cllr Roberts AGREED to become the Village Hall representative.

**15. SMEE** - Cllr Starking's AGREED to PROPOSED Cllr Gates, seconded Cllr Watson all in favour, to purchase a gate to install and replace current broken gate at a cost of £250.00.

**CLERK**

**16. FOOTPATHS** – options for a replacement ‘Kissing Gate’ were discussed. It was PROPOSED Cllr Watson, seconded Cllr Bradford to replace the broken Kissing Gate with metal barriers agreeing a budget of £250.00 + fitting costs. **CLERK**

Possible additional footpaths to add to the definitive maps. Cllr Hooper to look at map and Cllr Watson to support with verbal report – Next meeting. **CLLRS HOOPER/WATSON**

**17. HIGHWAYS RANGER VISIT** – A number of overgrown hedges were reported by Councillors. **CLERK**

**18. ITEMS FOR NEXT AGENDA** - Footpaths

The Chairman resolved to exclude the press and public from the meeting as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

**19. STAFFING MATTERS**

Staff appraisals were noted. It was RESOLVED that nationally agreed increases be applied as necessary.

The meeting closed at 9.06pm

Signed..... Chairman

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