

MINUTES OF VIRTUAL PARISH COUNCIL MEETING

Wednesday 18 November 2020 at 7.30pm

PUBLIC PARTICIPATION

County Councillor Thirtle Norfolk County Council gave an update on the NCC Budget Consultation adding that 'Refuse Site' opening hours and hedge cutting are proposed as areas for reduction.

Gritting salt is in good stock in preparation for the winter.

The James Paget expansion was raised in response to reduce waiting times with no further details known at this time.

Pot holes were raised on behalf of a parishioner. This was passed to Cllr Thirtle for attention.

Hedge cutting was also discussed. Cllr Watson AGREED to engage with local residents

ATTENDANCE

Those present were Cllr Bradford, Gates, Watson, Starkings, Roberts, Smith, Huxtable, Jameson and Hooper. The Clerk (S. Kent) was also in attendance.

One member of the public was also present.

DECLARATIONS OF INTEREST AND DISPENSATIONS

Cllrs Bradford and Starkings reminded the meeting of their Trusteeships with the Martham Coronation Recreation Ground Playing Field Committee along with Cllr Watson.

The Chairman added that Cllrs Huxtable, Starkings and Watson are allotment holders with dispensations already in place. Cllrs Hooper and Bradford are members of the Boat Dyke Trust.

Cllr Starkings declared an interest as a member of the Bowls Club.

MINUTES OF PREVIOUS MEETING

The minutes of the Parish Council meeting held on 21 October 2020 were AGREED with the addition of Cllr Starkings in attendance at the meeting.

MATTERS ARISING FROM PREVIOUS MINUTES

Wind Damaged Tree on the Green –The Chair informed Council that all necessary forms had been submitted to Great Yarmouth Borough Council for permission to progress with the work and waiting for a decision.

CLERK'S REPORT – the Clerk's report was noted.

CORRESPONDENCE/CONSULTATIONS

Blocked drain on the Green – Highways Officers had met with the Clerk. A cycle of work is in progress working in partnership with NCC and GYBC road sweeping.

Regional Flood and Coastal Committee survey- Cllrs to complete. Noted.

PLANNING

Applications received from GYBC for comment: None

Applications received from Broads Authority for comment: None.

Receive notifications of decision from Broads Authority:**BA/2020/0277/HOUSEH**:M32 Riverside Martham NR29 4RG, Development of a gable roof to the outbuilding and flat roof section of chalet, change in roofing material, and window removed on the outbuilding - **Approved Subject to Conditions.**

Planning Inspectorate ROW/3242778: Norfolk County Council (Martham) Modification Order 2017- Cllrs to consider presenting the case at inquiry and statement of reasons. Cllr Huxtable volunteered to attend once Council are notified of process. It was suggested to invite a member of the Broads Local Access Forum and The Ramblers Association.

Clerk/Cllr Huxtable

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Martham Parish Council, Community Centre, Playing-Field Lane, Martham, Norfolk, NR29 4SP

Telephone: 01493 749938, Email: clerk@martham.gov.uk,

Public Open Space off Pyman Close/Bradfield Drive – Transfer of land was considered. Council raised concerns about potential tree damage with further investigation required – next meeting. **Clerk**

VILLAGE MATTERS

Provision of Water to local sports clubs – Cllr Bradford raised the request for support from the Parish Clerk and Council as planning permission may be needed for the water tanks to be erected. **AGREED Clerk**

ALLOTMENTS

The Allotment Committee meeting minutes were noted.

Recommendations: **AGREED** all in favour.

- Risk Assessment: Add Covid-19 Government recommendations.
- Trees Survey: Add allotment and SMEE trees to the overall Council ‘Village Tree Survey.
- Increase plot rent by £5.00 per half and £10.00 per full plot, total cost £21(half) and £42 (Full).

FINANCIAL MATTERS

The Finance report, bank reconciliation and balance £53,357.85 (£30,000) reserves total £83,357.85. Expenditure payments of £5692.22 previously circulated were **AGREED**, **PROPOSED** Cllr Gates, seconded Cllr Roberts. Income: £1578.00.

Minutes of the Finance Committee Meeting held on Wednesday 4 November 8.00pm. Noted.

Recommendations: **AGREED**, all in favour to:

- Contact local tradespeople (currently permitted by GOV.UK rules to work through the pandemic) to submit a price for the outstanding ‘Kissing Gate’ job and to paint main pond fence posts.
- Increase plot rents by £5.00 (half) and £10.00 (full), total cost £21(half) and £42 (Full).
- Adopt the reviewed Financial Policies which includes: Duties of Finance Officer, Effectiveness of Audit Arrangements, Financial Regulations, Financial Risk Assessment, List of Internal Controls, ‘Terms’ of Reference for Auditor and Standing Orders.
- Move the reserves balance to the ‘Nationwide Bank Account.
- Add Cllr Gates as a signatory to the Unity Trust Bank Account.

ITEMS FOR NEXT AGENDA

- Communications meeting – to be scheduled in the New Year.
- War Memorial - Cleaning and repair.
- Bench request and policy

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.

GRASS CUTTING TENDERS – The Chair gave an update on received tenders for grass cutting and litter picking. It was **AGREED** to extend the timeframe for quotes to be returned to encourage more response and ascertain costs - December meeting.

PERSONNEL –It was **AGREED** to maintain Caretaker attendance at the Community Centre all in favour. The Clerk Appraisal was noted and agreed for a Scale point increase in line with National Salary Award Increment scales for 2020

The meeting closed at 8.30pm

Chairman..... Date

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MARTHAM PARISH COUNCIL		Payments List 18 November 2020	
Payee	Description	Amount	
Staffing	Salaries/Pensions/HMRC	£3,784.00	
P. James	Internal Audit	£157.50	
The Flower Gallery	Wreath Remembrance Day	£20.00	
Norse Eastern Ltd	CC - Bin Rental	£7.20	
EKS Living Clean	Litter Picking Nov	£143.47	
EKS Living Clean	Litter Picking Oct	£176.64	
SLCC	Subscription 2021	£202.00	
R. Scott	Strimming/Litter Picking	£233.50	
Southern Electric	Community Centre	£88.78	
BT Group	Telephone	£76.62	
URM	Bottle Bank - Recycling	£46.62	
Wave utilities	Water	£685.28	
Clerk Expenses	Mobile Phone	£56.10	
Clerk Expenses	Zoom/MPC meetings	£14.39	
Total		£5,692.22	
Income			
Plot Holder	Allotments	£72.00	
Alford Storage	Recycling	£6.00	
Cllrs Mogford and Grant	CCTV Contribution (2 x 500)	£1,000.00	
Scarecrow Festival	Christmas Tree Donation	£500.00	
		£1,578.00	

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