

# MINUTES OF MARTHAM PARISH COUNCIL MEETING

Held virtually on Wednesday 16 December 2020 at 7.30pm

**Public Participation:** included contributions from District Councillor Andy Grant. Cllr Grant wished all a Happy Christmas and New Year. He gave an update about the road sweeping needs for the village which included outside the Butcher shop and also a scheduled Highways visit to clear out the 'drain' that runs under the Green itself.

Cllr Hooper raised the issue recently experienced of an emergency situation of having to find a suitable location for the Foodbank distribution. Cllr Hooper PROPOSED to let the Church use the use the Community Centre for a period of three months (Jan-Feb) until a suitable venue can be found. Cllr Bradford highlighted that the hall was also used as emergency use for another group so the space would need to be separated within this period.

## 1. ATTENDANCE

Those present were Cllr Bradford, Huxtable, Roberts, Watson, Starkings, Smith, Jameson and Hooper. One member of the public and the Clerk (S. Kent) was also in attendance.

Apologies were noted from Norfolk County Cllr Haydn Thirtle and Borough Cllr Leslie Mogford. Cllr Gates was not in attendance.

## 2. DECLARATIONS OF INTEREST AND DISPENSATIONS

Cllrs Bradford, Starkings and Watson reminded the meeting of their Trusteeships with the Martham Coronation Recreation Ground Playing Field Committee. Cllrs Huxtable, Starkings and Watson are allotment holders with dispensations already in place. Cllrs Hooper and Bradford are members of the Boat Dyke Trust.

## 3. MINUTES OF PREVIOUS MEETING

The minutes of the Parish Council meeting held on 18 November 2020 were agreed as a true and correct record – signing to be completed at a later date.

## 4. MATTERS ARISING FROM PREVIOUS MINUTES

- Damage Lane Footpath – update given by the Clerk who added a representative from the Ramblers Association has agreed to attend the hearing in the future. A date has not been set yet but is likely to be in a virtual format. Cllr Starkings raised the matter of the 'Staithe' being registered to the Environment Agency in the documentation. Further investigation is required. **CLERK**
- Wind Damaged Trees on the Green – Cllr Hooper gave an update that the work was completed.
- Public Open Space off Pyman Close/Bradfield Drive – Previously circulated. Cllrs discussed the details of the 106 agreement. Cllr Andy Grant offered to look into the matter to establish if any funds are left.
- Progress Report on Attachment of Earning Application – Cllrs AGREED to progress with another oral examination PROPOSED Cllr Bradford seconded Cllr Smith all in favour.

## 5. CLERK'S REPORT – previously circulated was noted.

## 6. CORRESPONDENCE/CONSULTATIONS – Cllrs

Email: Martham Lodge 'Thank you' message. Noted

Email: NALC Invitation to become a Director of Norfolk ALC and to nominate a Martham Parish Council representative was discussed. Cllr Hooper AGREED to represent the Parish Council.

Email: The Footpaths and green infrastructure corridors Hemsby Neighbourhood Plan Group was discussed. Cllr Huxtable AGREED to represent the Parish Council on the matter. **CLLR HUXTABLE**

## 7. PLANNING

- 6.1** Applications and invitations received from Great Yarmouth Borough Council (GYBC) for comment:  
**06/20/0555/F:** Extension of 3 Bed semi-detached house to add further 2 bedrooms, 3 Pyman Close, Martham, NR29 4UR. **Council Decision:** No objection.

**Virtual Meeting Invitation:** Development Control Committee meeting on Wednesday 9 December 2020 - **06/20/0390/F:** Development: Residential development of 112 dwellings associated open space and infrastructure. Cllr Hooper gave an update of the decision made by the Committee despite a request for employment land to remain in the village. This will mean a further 112 houses being built opposite the Doctors Surgery.

6.2. To consider any applications received from Broads Authority for comment: None.

6.3. Notifications of decision from GYBC: **06/19//0639/F:** Erection of 46 Residential Dwellings, Repps Road (Land South of) with associated highway and landscaping works. **GRANTED**

## **8. VILLAGE MATTERS**

- a. A request to 'site' a mobile cancer care unit from '**Transforming Community Cancer Care (TCCC) Project**' was considered by Cllrs. Cllr Roberts gave an update for a community unit to operate in the village. Some more routine tasks can be delivered within local communities for the next six months. A cancer nurse is willing to give a presentation to promote the area and project. Cllrs suggested a potential Village Hall site. Cllr Hooper PROPOSED seconded Cllr Roberts, to invite the Project Manager for a site visit. Cllr Roberts AGREED to also contact the Village Hall to discuss further. **CLLR ROBERTS**
- b. **War memorial cleaning and repair** proposal was considered. Cllr Hooper shared photographs of a crack in the structure and dirt. He PROPOSED, seconded Cllr Huxtable to obtain specialist advice on the damage and cleaning requirements for costs to share with the Diocese. **CLERK/CLLR HOOPER**
- c. Consideration was given to a request for siting a '**Bench on the green**' area. Cllrs highlighted that this area was not Parish Council responsibility. Borough Cllr Grant agreed to contact Highways Officer to establish the process for permission. **CLLR GRANT**
- d. **Broads National Park Sign** –Cllrs considered the request for a replacement sign. Suggested locations by the Broads Authority were viewed. Cllrs AGREED with either of the suggested locations.
- e. **Mud on the village roads** was discussed – Cllr Hooper PROPOSED, seconded Cllr Bradford to write to local farmers with a message of gratitude for clearing the roads and polite reminder for those who had not. **CLERK**

## **9. FINANCIAL MATTERS**

The Finance report and bank reconciliation previously circulated was received. Expenditure payments checked to the online bank statement by Cllrs Bradford and Starkings were AGREED PROPOSED Cllr Starkings seconded Cllr Bradford all in favour.

- a. The 2019/20 AGAR Section 3 External Auditor Report was received and noted.
- b. Martham Parish Precept and Concurrent Grant Functions for 2021/22 were discussed. Cllrs questioned the number of additional houses as being too low and requested further clarification from GYBC. Cllr Grant offered to share formulae with Clerk –next meeting **CLERK/CLLR STARKINGS**
- c. Attendance of the SLCC Practitioners Virtual Conference at a cost of £75+VAT. AGREED
- d. Donations for all involved in supporting the organisation of the Village Christmas Tree and Lights total £95.00 was AGREED as the same in previous years with thanks going to all involved. Cllrs added that a message had been posted on social media and were grateful to everyone.

10. **ADMINISTRATION** - Police Scam and Fraud Prevention awareness booklets. Norfolk and Suffolk Constabularies have booklets and leaflets on how to combat scams and other cybercrime for Cllrs to circulate to parishioners. Noted

## 11. ITEMS FOR NEXT AGENDA

Footpath checklist – Cllr Watson

The Chair thanked all Cllrs for their continuous contribution to the village and wished everyone a Merry Christmas.

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.

**12. GRASS CUTTING TENDERS** –tenders for grass cutting and litter picking were considered. It was AGREED, PROPOSED Cllr Bradford , seconded Cllr Smith and all in favour, to award three year contracts to R. Scott - Litter picking, Hedge Cutting and Strimming, EKS Living Clean - Litter Picking, Cricket Club and GYB Services - Grass cutting.

The meeting finished at 9.12pm

Chairman..... Date .....

### Payments List

<u>Payee</u>	<u>Description</u>	<u>Amount</u>
Staffing	Salaries/HMRC/Pensions	£3,784.12
Norse Eastern Ltd	CC - Bin Rental	£32.22
EKS Living Clean	Litter Picking Dec	£211.97
PKF Littlejohn	External Audit	£360.00
Maple Tree Services	Tree Crowning and Damage	£800.00
Martham Foodbank	NCF Grant	£800.00
R. Scott	Hedge Cutting/Litter Picking	£463.00
Norwich Camp & Leisure	Christmas Tree	£500.00
Konica Minolta	Printer	£116.86
Konica Minolta	Printing	£40.70
TV Licensing	TV License	£157.50
BT Group	Telephone	£70.68
URM	Bottle Bank - Recycling	£22.68
Wave utilities	Water - Allotments	£80.19
Wave utilities	Water - CC	£67.94
Wave utilities	Water - Back Pond Lane	£93.60
Clerk Expenses	Mobile Phone Dec and Jan	£108.00
Clerk Expenses	Zoom/MPC meetings	£14.39
Clerk Expenses	Tree and Light Donations	£95.00
SSAF	Xmas Bauble	£30.00
Cricket Club	Grass cutting 2020	£3,800.00
GYB Services	Grass cutting 2020	£2,492.21
GYB Services	Grass cutting 2020	£2,152.80
<b>Total</b>		<u><u>£16,293.86</u></u>