

MINUTES OF MARTHAM PARISH COUNCIL MEETING

Held on Wednesday 21 April 2021 at 7.30pm

A minute of silence was held in remembrance of HRH Prince Philip 1921 – 2021

Public Participation

Norfolk County Councillor (NCC) Haydn Thirtle – added that after a walk his was confused about the Footpath signage and will contact NCC officers to raise this again. He added that no more cases of Covid had been reported being in the James Paget Hospital at this time. The Chair wished Cllr Thirtle the best for the future.

1. ATTENDANCE: Present: Cllrs Bradford, Hooper (Chair), Smith, Starkings, Jameson and Roberts. The Clerk S. Kent was also in attendance. Apologies: were noted from Cllr Huxtable, Gates and Watson. No member of the public was in attendance.

2. DECLARATIONS OF INTEREST AND DISPENSATIONS - No new additions to previous declarations.

3. MINUTES OF PREVIOUS MEETING

The accuracy of the minutes of the Parish Council meeting held on 17 March 2021 were agreed as a true and accurate record. It was **RESOLVED** PROPOSED Cllr Starkings, seconded Cllr Bradford, all in favour to agree as an accurate record - to be signed at a later date.

4. MATTERS ARISING FROM PREVIOUS MINUTES

4.1 Village Sign repair – An update from Clerk included details of the artist who has visited to establish what work is needed. She recommended for the sign head to be replaced with fibreglass. It was AGREED to request a quote and add a design feature. Further discussion on these costs will be undertaken by the Finance Committee at the next meeting. **Clerk/Finance Committee**

4.2 Schools: Survey for Park area is in progress. The Primary School are in agreement and added how they are keen to be involved in the management of traffic in the village and will submit artwork for the application for the addition of speed signs suggested in the NCC 50/50 Parish Partnership Scheme for 2023.

4.3 Community Centre Lease – Clerk added that the lease was now with a new solicitor who is in the process of compiling a quote for the work.

5. CLERK'S REPORT – was noted.

6. CORRESPONDENCE/CONSULTATIONS – previously circulated and for information only.

Consultation - Rollesby Neighbourhood Plan 2020-2030 (Regulation 19)

Email: Invitation to attend the St Elizabeth Hospice 2nd Year Anniversary Celebration. Date: Thursday 22nd April, Time: 15.00-16.30 Via Zoom. Noted with Cllrs to confirm attendance directly.

Email: Invitation to attend a GYBC Special Parish Liaison meeting held virtually 30th of April 2021. Noted as Clerk attending with Cllr Starkings. **Clerk/Cllr Starkings**

7. PLANNING

7.1 Applications and decisions received from GYBC for comment:

06/21/0229/F: Retrospective application for change of use of garage into hair salon. Nashville, 12 Rollesby Road, Martham, NR29 4RU. **Council Decision:** No objections.

06/21/0233/F: Application for a proposed single storey rear extension and conversion of garage, 15a Damgate Lane, Martham, NR29 4PZ. **Council Decision:** No objections.

7.2 Allocation Street naming and numbering – Off Rising Way: Confirmed as 'Wilkinson Drive'.

Council Decision: No objections.

7.3. To consider any applications and notifications of decision received from Broads Authority for comment: None

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

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8.VILLAGE MATTERS

8.1 Bench repair and maintenance –Cllrs Hooper/Starkings gave an update on progress made with the Village Maintenance Schedule. A quote is required for work to be undertaken. Cllr Bradford agreed to make contact with suggested suppliers. **Cllr Bradford**

8.2 Use of the Village Green (Review) – Councillors discussed the use of the Green in line with the current Government Roadmap guidance. It was **RESOLVED**, PROPOSED Cllr Jameson, seconded Cllr Hooper to allow small stall holders to use the Green in line with government guidance.

The matter of holding larger events was also discussed. It was **RESOLVED**, PROPOSED Cllr Starkings, seconded Cllr Bradford to allow provisional use of the green from July onwards if all organisations completed a risk assessment and adhered to the government rules at the time. Further discussion would take place at the June meeting. **Clerk**

9.COMMUNITY CENTRE

9.1 Foodbank –Cllr Hooper gave an update confirming the Foodbank now had a new home and would be Relocating by the end of the month.

9.2 Martham Community Gym – proposal for reopening. Cllr Hooper highlighted how the Parish Council are keen to open the Gym as soon as possible however, further work to find someone to hold gym sessions and exercise classes was in progress. The previous partner was unable to continue. Other scenarios and opportunities to provide a village gym and will be investigated. **Clerk/Cllr Hooper**

10.FINANCIAL MATTERS

10.1 The monthly Finance report was received with the bank reconciliation previously circulated. Expenditure payments for April - previously checked to the online bank statement by Cllrs Bradford and Starkings.

Bank reconciliation as at 31 March 2021 - Balance £51,754.63 of which £30,360.79 is allocated to reserves. It was **RESOLVED** PROPOSED Cllr Starkings, seconded Cllr Bradford, all in favour to agree expenditure payments totalling £8196.36.

April Income: Allotments – £711.50, Recycling – £16.50, Precept £34.339.50 Total: £35,067.50

Cllr Hooper requested further information in relation to the water bill for the allotments. The Clerk confirmed that she was working with Cllr Starkings to investigate this further. Cllr Starkings has suggested that the bill may be error and estimation or there may be an unexpected water leak as the water had been turned off for most of the billed period. **Clerk/Cllr Starkings**

10.2 Attachment of Earning Application costs were considered – The Clerk confirmed the current solicitor was away so unable to confirm direct allocation of costs at this time – next meeting.

10.3 A donation of refreshments for the TCCT project was considered and AGREED. It was **RESOLVED**, PROPOSED Cllr Roberts, seconded Cllr Hooper to supply the project with a donation of refreshments. **Clerk**

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April Expenditure Payments

<u>Payee</u>	<u>Description</u>	<u>Amount</u>
Staffing	Salaries/HMRC/Pension	£3,711.96
Norse Eastern Ltd	CC - Bin Rental	£27.06
Starboard Systems Ltd	Accounting Software	£463.80
Keith Debbage	Hedge Cutting	£228.00
R. Scott	Strimming/Litter Picking	£245.00
Broadland Computers	PC Support	£36.00
TSHost	Web support	£68.33
Environment Agency	Drainage Charges	£15.56
Norfolk County Council	Allotment Rent	£580.00
EKS Living Clean	Litter Picking	£272.45
SLCC	Training	£1,575.00
SLCC	Training	£54.00
BT Group	Telephone	£71.04
Wave	Water Back Lane	£117.72
Wave	Community Centre	£69.89
Wave	Allotments	£537.56
URM	Recycling	£30.60
Clerk Expenses	Mobile Phone	£54.00
Clerk Expenses	Zoom/MPC meetings	£14.39
Unity Trust Bank	Service Charges	£24.00
		<u><u>£8,196.36</u></u>

11. ADMINISTRATON

11.1. Meeting dates - were considered in line with the Government Roadmap – Cllrs AGREED to keep up to date with the latest decision of the hearing held today and wait for further updates.

12.PROJECTS

12.1 Common Road SMEE – Cllrs agreed to the proposal for signage to advise people from walking outside of the SMEE boundaries onto private land. It was RESOLVED, PROPOSED Cllr Smith, seconded Cllr Hooper to purchase extra signage.

Clerk

13. ITEMS FOR NEXT AGENDA

Back Pond Lane water consumption

The meeting closed at 20.44 pm

Signed the Chairman.....
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Date

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