



## MINUTES OF PARISH COUNCIL MEETING

Wednesday 21 August 2019 at 7.30pm  
Held at Martham Community Centre

### 1. ATTENDANCE

Parish Councillors present: Cllrs Bradford, Huxtable, Hooper (Chair), Jameson, Roberts, Smith, Starkings and Watson. Clerk: S. Kent

Apologies from Cllr Gates, Great Yarmouth Borough Councillor Mogford and County Councillor Thirtle were accepted. Five members of the public were present

### 2. DECLARATIONS OF INTEREST AND DISPENSATIONS

Cllrs Huxtable, Starkings and Watson hold allotment tenancies and dispensations.

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

### 3. MINUTES OF PREVIOUS MEETING

The minutes of the Parish Council meeting held on 17 July 2019, previously circulated were Proposed Cllr Roberts, seconded Cllr Smith confirmed and signed by the Chairman as a true and accurate record.

### ADJOURNMENT OF THE MEETING FOR PUBLIC PARTICIPATION

It was proposed and AGREED to suspend standing orders to allow public participation.

### 4. PUBLIC FORUM

4.1 Great Yarmouth Borough Councillor - a report was received from Borough Councillor Andy Grant who gave an update on the Section 106 monies held by the Borough Council. Cllr Grant confirmed that there was no allocation for Martham. He added a review of parks across the Borough would take place in the near future. Council were thanked for the £500 contribution for membership to the Community Land Trust.

Police – newsletter previously circulated. Noted. Next SNAP meeting is to be confirmed.

4.2 In line with standing orders a member of the public addressed Council to give an update of reports made in relation to manhole covers, drainage and gravel in the village... The Chair gave thanks and appreciation for their continued support with these matters.

### 5. MATTERS ARISING FROM PREVIOUS MEETINGS – TO RECEIVE UPDATES

5.1 Outstanding Award of Court Costs – Clerk report.

5.2 Hearing Loop – Cllr Bradford has installed the loop and waiting for another part to complete the installation. **CLLR BRADFORD**

5.3 Back lane pond bench installation – Clerk reported bench is waiting to be delivered. **CLERK**

5.4 Projector purchase – Clerk recommendation of a refund in order to find another supplier.

It was RESOLVED to request a refund and obtain another supplier PROPOSED Cllr Hooper, seconded Cllr Bradford all in favour. **CLERK**

5.5 Communications – Clerk reported that progress was being made with all current styles identified- September meeting. **CLERK**

5.6 Main pond maintenance - Cllr Hooper identified the need for work on the condition of the main pond water with further discussion required at the September meeting. **CLLR HOOPER**

6. **COUNCILLOR VACANCY** – One application had been received at this time with further communication required in the forthcoming months to encourage a wider audience. October meeting. **CLERK**

### 7. CORRESPONDENCE

Email/Letter: Great Yarmouth Borough Council – Election Cycle Review. **Noted – no comments received.**

Email/Letter: Ormesby with Scratby Parish Council RE: Planning. The Chair and Vice-Chair AGREED to meet with the Chairman of Ormesby with Scratby Parish Council to discuss planning and ways of supporting each other as parishes. **CLLRS HOOPER/STARKINGS**

Email: Invitation to attend Royal Air Forces Association Memorial Service on Sunday 15 September 2019. No one was able to attend.

Email: Norfolk County Council – Farming and the Highway. **Noted.**

Newsletter: JPH/NHS Newsletter. **Noted.**

## 8. PLANNING

### 8.1 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.

**Parish Council Response:** No objections.

**06/19/0394/F:** Application for variation of condition 9 of planning permission 06/16/0415/CU to allow deliveries of food cooked on the premises to be made from the rear of the business between the hours of 1500 and midnight, 7 days a week.

**Parish Council Response:** Objections raised based on unsociable hours outside of the current agreed 11pm village threshold.

**06/19/04/F:** Alterations to rear roof slope to accommodate staircase loft conversion, provision of balcony to South gable wall.

**Parish Council Response:** No objections.

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

8.3 To receive any notifications of decisions:

**06/16/0415/CU:-9** The Green, Martham. GRANTED.

**06/19/0159/D:** Rollesby Road (land at) Broiler Farm. GRANTED.

## 9. FINANCIAL MATTERS

9.1 The Clerk gave an update on the bank reconciliation with a monthly financial report being produced for future meetings. Next meeting. **CLERK**

9.2 Expenditure of £6751.91 PROPOSED Cllr Bradford, seconded Cllr Starkings. AGREED

9.3 It was RESOLVED to purchase and erect an 'Information Sign' for the SMEE project at a cost of £14.50 PROPOSED Cllr Roberts, seconded Cllr Watson, all in favour. Cllr Smith to provide wording to the Clerk. **CLLR SMITH**

9.4 It was RESOLVED to purchase an external noticeboard for the Community Centre at a cost of £95.00 all in favour. **CLERK**

**10. OUTSIDE GYM** – Cllr Hooper gave an update on the progress made for the working group. David Lawrence had since resigned so Cllr Bradford had AGREED to Chair the working group with Clerk in support. Further work is required to organise a meeting with local residents. Cllr Hooper is looking at options for locations. Andy Grant suggested funding sources for additional financial support. Cllr Bradford/Clerk to arrange a time for the working group to meet. **CLERK**

## 11. TRAINING

11.1 It was RESOLVED for the Clerk to attend the Regional SLCC conference in September 2019 at a cost of £80.00 + VAT and travel costs PROPOSED Cllr Jameson, seconded Cllr Starkings all in favour.

11.2 Attendance by the Chairman and the Clerk at the Rural Housing Conference on 6 September 2019 was confirmed. Noted.

## 12. BUS SHELTERS

12.1 It was RESOLVED, PROPOSED, Cllr Starkings, seconded Cllr Huxtable to purchase a polycarbonate replacement panel from 'Westcotec' at a cost of £147.85. **CLERK**

12.2 The Chairman informed Council that 'Oddbods Cleaning' had contacted Council and offered to clean the main bus shelter every four weeks free of charge. It was PROPOSED Cllr Hooper, seconded Cllr Smith to give their official gratitude via the Communications group on social media. **CLLR SMITH**

**13. PARISHIONER SURGERY** – Cllr Roberts updated Council regarding the surgeries with suggestion of more advertisement across the village with themed events. It was AGREED to continue and review in 2020. **CLLR ROBERTS/CLERK**

## 14. HIGHWAYS

14.1 Deposit made under Section 31(6) of the Highways Act 1980 in relation relate to the establishment of public rights of way. D19 32. Site: Various parcels of land, to part A of the deposit. Parish: Martham. Noted.

14.2 Creation Order 2019 (Cess Road). Noted.

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## 15. TREES

- 15.1 Consideration of Former Mushroom Site Tree Fell: (TPO/2019/19).  
**Parish Council Response:** No objections - as long as a replacement is planted.
- 15.2 Cllr Huxtable gave an update on village tree inspection. GYBC Tree Officer had attended the site to meet the Clerk and discuss the site as part of the current consultation. It was confirmed Tree Preservation Orders were in place for the identified trees on site with list previously circulated to Council.

**16. VILLAGE MAINTENANCE**

- 15.1 Maintenance in the village was discussed it was PROPOSED Cllr Bradford seconded Cllr Smith to:  
 Remove the broken posts on the Green. **CLLRS STARKINGS/WATSON**  
 Clean and paint the wood on the metal benches. **CLLRS HOOPER/HUXTABLE**  
 Investigate professional material options for replacing the 'Kissing Gate. **CLERK**

**17. ITEMS FOR NEXT AGENDA**

The meeting closed at 9.15pm.

<b>EXPENDITURE August 2019</b>	<b>Cost Centre</b>	<b>TOTAL</b>
G and S Stores	Garden products	11.23
SSAF	Village Signage	89.22
EKS	Litter picking	£132.67
R Scott	Litter picking/ strimming	£231.00
Allen Concrete	Barrel post - Pond	134.34
Society of Local Council	Community Governance Training	£1,356.00
Norfolk County Council	Allotment Rent	£580.00
SSE Southern Electric	CC Electric	£414.09
Norse Waste Solutions	Bin Rental	£30.06
URM	Recycling	£19.80
URM	Recycling	£46.80
Staffing	Salaries	£2,879.62
S.Kent Expenses	Postage	£4.09
Cllr Bradford Expenses	Hearing Loop fitting	£2.99
Jeff Watson	Pond bench foundation	£820.00
<b>Total</b>		<b>£6,751.91</b>

Signed .....Chairman of the Council.

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